

ADD-ON REPORTS FOR SALESFORCE BILLING

Gain deeper insight into your order-to-cash process and improve operational efficiency with increased visibility into your Salesforce Billing data. This free report pack contains 86 reports and 3 dashboards.

The reports provide detailed information in completed and in-flight transactions in for billing orders, invoice operations, usage consumption, invoice settlements, revenue recognition, taxation, finance & reconciliation, and payment processing.

The dashboards provide insight into billing metrics, such as invoice counts and amounts, transactions needing attention, outstanding transaction balances, and summarized revenue reporting.

Billing Orders

Reports focused on providing insights for order management operations. Includes details for orders, order products, order product consumption schedules, order product consumption rates by product, account, and legal entities.

Table 1: Billing Orders Reports

Report Name	Description	User Filter Inputs
All Order Products	All order products grouped by account and status.	Start Date, Activation Status
Draft Order Products	Order products in Draft status. Provides visibility into order products that haven't been activated.	Start Date
Order Product Tax Errors	List of order products with tax errors. Helps analyze and correct tax errors before calculating the estimated tax.	Start Date

Invoice Operations

Reports focused on invoice operations from an activated order to a posted invoice. Includes details on order products, usage summaries, billing schedules, billing transactions, pending billings, posted invoices, and invoices that need attention, including exceptions, canceled, incomplete, or unposted transactions.

Table 2: Invoice Operation Reports

Report Name	Description	User Filter Inputs
All Billing Schedules	List of activated order products and their billing schedules. Provides visibility into potential incomplete billing. We recommend reviewing order products to ensure that the total of billing schedule amounts is equal to the total price for the order products.	Start Date
All Billing Transactions	All billing transactions.	Billing Target Date
All Invoices	List of invoices, grouped by invoice status. Provides insight into operational metrics.	Invoice Date

Add-On Reports for Salesforce Billing

Report Name	Description	User Filter Inputs
All Usage Summaries	All usage summaries grouped by status and order product	Next Billing Date
Canceled Invoices	List of canceled invoices, filtered by Dates. Provides insight into potential invoice processing issues.	Invoice Date
Draft Invoices	List of draft invoices, filtered by Dates. Provides insight into invoicing pending reviews and finalization.	Invoice Date
Error Invoices	List of invoices with errors, filtered by Dates. Helps track invoicing errors and correct them before attempting invoicing again.	Invoice Date
Invoice Line Tax Errors	List of invoice lines with tax errors. Helps analyze and correct tax errors before the invoices can be finalized and posted.	Invoice Date
Invoices by Account	List of posted invoices grouped by account. Provides insight into volumes at an customer basis.	Invoice Date
Order Products on Hold	Order products placed on hold for billing. Provides list of order products that shouldn't be billed until the hold is lifted.	Next Billing Date
Rebilled Invoices	List of posted invoices that were canceled by a credit memo, filtered by Dates. Provides insight into incorrect invoicing or order product processing that led to reprocessing.	Invoice Date
Unbilled Order Products by Account	All activated order products with pending billing amount, grouped by account. Provides visibility into expected billing amounts at an account level.	Next Billing Date
Unbilled Order Products by Date	Order products to be billed over the selected time period, grouped by next billing date. Provides insight into expected daily total invoicing amounts.	Next Billing Date
Unbilled Order Products by Legal Entity	All activated order products grouped by legal entity. Provides visibility into order products pending billing at a legal entity level.	Next Billing Date
Unbilled Transactions by Account	Pending billing transactions grouped by account. Provides insight into expected	Billing Target Date

Report Name	Description	User Filter Inputs
	billing target dates and amounts at an account level.	
Unbilled Transactions by Date	Pending billing transactions grouped by billing target date. Provides insight into expected billing amounts by date.	Billing Target Date
Unbilled Transactions by Legal Entity	Pending billing transactions grouped by legal entity. Provides insight into expected billing target dates and amounts at a legal entity level.	Billing Target Date
Unbilled Transactions by Order Product	Billing transactions grouped by order product and billing schedule. Provides insight into expected billing target date and amounts at the order product level.	Billing Target Date
Unbilled Usage Summaries by Account	All usage summaries pending billing, grouped by account. Provides insight into expected usage billing at an account level.	Next Billing Date
Unbilled Usage Summaries by Date	All usage summaries pending billing, grouped by account. Provides insight into expected daily total invoicing amounts for usages.	Next Billing Date
Unbilled Usage Summaries by Legal Entity	All usage summaries pending billing, grouped by account. Provides insight into expected usage billing at a legal entity level.	Next Billing Date
Unbilled Usage Summaries by Order Product	All usage summaries pending billing, grouped by account. Provides insight into expected usage billing at an order level.	Next Billing Date

Usage Consumption

Reports focused on usage rating and processing. Provides information on consumption-based products, by dimensions including product, industry, account, and usage processing reports, such as usage records pending rating or in error.

Table 3: Usage Consumption Reports

Report	Description	User Filter Inputs
All Usage	List of usages processed in current calendar month, grouped by usage status. Provides insight into usage processing metrics.	Date
Error Usage	Usages that have been loaded but not associated with usage summaries due to errors. Helps track and resolve warnings	Date

Report	Description	User Filter Inputs
	before the usages can be reprocessed before billing.	
Unprocessed Usages	List of unbilled usages pending rating and processing.	Date
Usage by Account and Product	Rated usage grouped by account and product. Reviewing usage quantity and subtotals helps consumption analysis.	Date

Taxation

Reports focused on taxed lines and transactions, to help with tax reconciliation.

Table 4: Taxation Reports

Report	Description	User Filter Inputs
Credit Note Line Tax Totals by Account	All posted credit note lines with tax amount and details. Provides visibility into taxes incurred by each account.	Date
Credit Note Line Tax Totals by Legal Entity	All posted credit note lines with tax details. Provides insight into tax liability by legal entity due to customer billing.	Date
Credit Note Line Tax Totals by Product	All posted credit note lines with tax amount and details. Provides visibility into taxes on a product basis.	Date
Credit Note Line Tax Total by Tax Engine	All posted credit note lines with tax amount and details, grouped by tax treatment. Provides visibility into remittance by each tax engine.	Date
Debit Note Line Tax Totals by Account	All posted debit note lines with tax amount and details. Provides visibility into taxes incurred by each account.	Date
Debit Note Line Tax Totals by Legal Entity	All posted debit note lines with tax details. Provides insight into tax liability by legal entity due to customer billing.	Date
Debit Note Line Tax Totals by Product	All posted debit note lines with tax amount and details. Provides visibility into credit note taxes on a product basis.	Date
Debit Note Line Tax Totals by Tax Engine	All posted debit note lines with tax amount and details, grouped by tax treatment. Provides visibility into remittance by each tax engine.	Date

Report	Description	User Filter Inputs
Invoice Line Tax Totals by Account	All posted invoice lines with tax amount and details. Provides visibility into taxes incurred by each account.	Date
Invoice Line Tax Totals by Legal Entity	All posted invoice lines with tax details. Provides insight into tax liability by legal entity due to customer billing.	Date
Invoice Line Tax Totals by Product	All posted invoice lines with tax amount and details. Provides visibility into invoice line taxes on a product basis.	Date
Invoice Line Tax Totals by Tax Engine	All posted invoice lines with tax amount and details, grouped by tax treatment. Provides visibility into remittance by each tax engine.	Date

Invoice Settlements

Reports focused on the settlement of posted invoices, with details on payments, refunds, credit notes, debit notes, and invoices with balances.

Table 5: Invoice Settlement Reports

Report	Description	User Filter Inputs
All Payment Transactions by Account	All payment transactions (including In Progress, Processed, Completed ones), grouped by account. Provides insight into the history of payments and helps identify payments that need to be cleaned up.	Payment Date, Transaction Status
All Refunds by Account	All refunds (includes posted, canceled, and draft refunds) grouped by account. Provides insight into the history of all refunds issued or in-flight for each of your customers.	Refund Date, Refund Status
Credit Notes by Account	All posted credit notes with an outstanding balance grouped by account. Provides input credit notes that haven't been settled yet.	Credit Note Date
Credit Notes by User	All credit memos grouped by issuing user. Provides insight into credit memos by the relevant issuer.	Credit Note Date
Current Month Payments by Account	All posted payments for the current month. Provides insight into payments that have been processed in the current month.	Payment Date

Report	Description	User Filter Inputs
Debit Notes by Account	All posted debit notes with an outstanding balance grouped by account. Provides insight into debit notes that haven't been settled yet.	Debit Note Date
Debit Notes by User	All posted debit memos grouped by issuing user. Provides insight into debit memos by the relevant issuer.	Debit Note Date
Debit Notes Issued	All posted debit notes. Provides visibility into adjustments or fees charged.	Debit Note Date
Open Invoices by Account	Posted invoices with pending balances, grouped by account. Provides insight into pending balances at a customer level.	Date
Open Invoices by Due Date	Posted invoices with pending balances, grouped by due date. Provides insight into expected settlements by due date.	Date
Past Due Invoices by Account	All past due invoices grouped by account. Helps track and take necessary action to settle the invoices.	Invoice Range, Due Date
Payments by Account	All posted payments with an outstanding balance grouped by account. Provides insight into payments that haven't been settled yet.	Payment Date
Payments by Payment Method	All posted refunds with an outstanding balance grouped by account to allow you to track refunds that haven't been settled yet.	Refund Date
Payments by User	All posted payments grouped by issuing user. Provides insight payments by the relevant issuer.	Refund Date
Refunds by Account	All posted refunds with an outstanding balance grouped by account. Provides input into refunds that haven't been settled yet.	Refund Date
Refunds by User	All posted refunds grouped by issuing user. Provides insight refunds by the relevant issuer.	Refund Date

Payment Processing

Reports to help analyze in-flight payments, errors, and processing failures.

Table 6: Payment Processing Reports

Report	Description	User Filter Inputs
Declined Payment Transactions	Payment transactions that the payment gateway declined. Helps you take appropriate actions to handle the declines.	Payment Date
Error Payment Transactions	Shows unsuccessful payment transactions due to errors. Helps you can take appropriate actions to address the errors (includes Permanent Fail, Validation Error, Requires Review, Indeterminate, External System Error status).	Payment Date
In-Progress Payment Transactions	Report that identifies payment transactions that are in progress. Helps you find and clean up transactions.	Payment Date
Successful Payment Transactions	All successful payment transactions. Provides insight into transactions that have processed successfully.	Payment Date
Unsuccessful Payment Transactions	All unsuccessful payment transactions. Provides insight into transactions that the payment gateway couldn't process.	Payment Date

Revenue Recognition

Reports on deferred and recognized revenue, by dimensions such as product, industry, and account.

Table 7: Revenue Recognition Reports

Report	Description	User Filter Inputs
Revenue Adjustments by Type	List of revenue adjustments grouped by type (Adjustment or Transfer). Helps you track the different revenue adjustments introduced to your revenue schedules.	None
Revenue Agreements	List of revenue agreements. Helps you track revenue amounts aggregated within the revenue agreement, so you can track revenue across multiple revenue schedules in one place.	Revenue Start Date
Revenue Recognition by Account	Revenue schedules, shown with amounts for each account. Provides visibility into the revenue recognized for each of your accounts.	Revenue Start Date
Revenue Recognition from Invoice Line	Revenue schedules, shown with amounts for each invoice line. Provides visibility into the revenue recognized from each invoice line.	None

Report	Description	User Filter Inputs
Revenue Schedules	All revenue schedules. Provides visibility into revenue that has been recognized or deferred for each schedule.	Revenue Start Date
Revenue Schedules from Credit Note Line	Revenue schedules originating from credit note lines. Provides visibility into the revenue recognized from each credit note line.	None
Revenue Schedules from Debit Note Line	Revenue schedules originating from debit note lines. Provides visibility into the revenue recognized from each debit note line.	None
Revenue Schedules from Invoice Line	Revenue schedules originating from invoice lines. Provides visibility into the revenue recognized from each invoice line.	None
Revenue Schedules from Order Product	Revenue schedules with amounts for each order product to allow you to get visibility into the revenue recognition from each order product.	None

Finance & Reconciliation

Reports for closing and reconciling finance periods. Report details include transactions, revenue by GL account codes, and finance periods.

Table 8: Finance & Reconciliation Reports

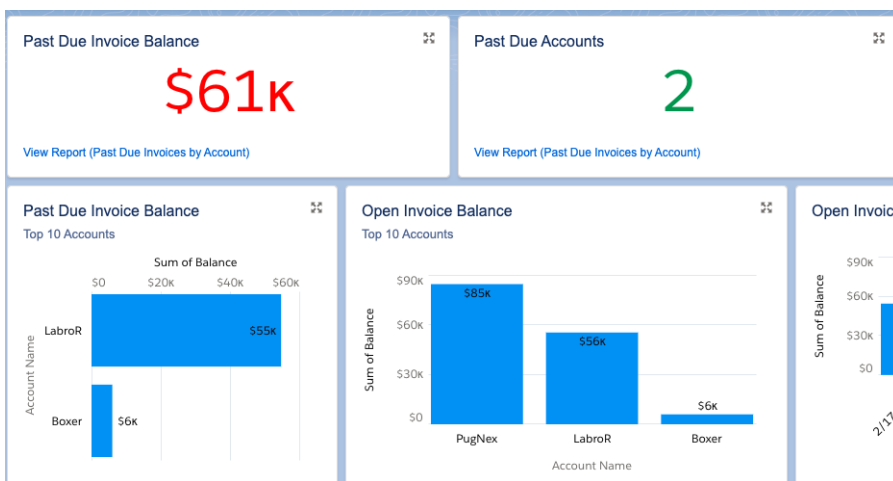
Report Name	Description	User Filter Inputs
Credit Note Lines by Finance Period	List of credit note lines grouped by finance periods. Provides visibility into credit note lines that fall in a given finance period for financial reporting.	Status, Finance Period start Date
Credit Note Lines by GL Account	List of credit note lines, grouped by GL debit and credit accounts. Provides visibility into credit note lines under each debit/credit account and details of each line.	GL Accounts, Status, Credit Note Line Date
Credit Note Lines by GL Treatment	List of credit note lines, grouped by GL treatment. Provides visibility into credit note lines associated with different GL treatments and the relevant GL debit and credit accounts.	Status, Debit Note Line Date
Debit Note Lines by Finance Period	List of debit note lines grouped by finance periods. Provides visibility into debit note	Status, Finance Period start Date

Report Name	Description	User Filter Inputs
	lines that fall in a given finance period for financial reporting.	
Debit Note Lines by GL Account	List of payments, grouped by GL debit and credit accounts to allow you to track payments under each debit/credit account and details of each payment	GL Accounts, Status, Payment Date
Debit Note Lines by GL Treatment	List of debit note lines, grouped by GL treatment. Provides visibility into debit note lines associated with different GL treatments and the relevant GL debit and credit accounts.	Status, Debit Note Line Date
Invoice Lines by Finance Period	List of invoice lines grouped by finance periods. Provides visibility into invoice lines that fall in a given finance period for financial reporting.	Status, Finance Period Start Date
Invoice Lines by GL Account	List of invoice lines, grouped by GL debit and credit accounts. Provides visibility into invoice lines under each debit/credit account and details of each line.	GL Accounts, Status, Invoice Line Start Date
Invoice Lines by GL Treatment	List of invoice lines, grouped by GL treatment. Provides visibility into invoice lines associated with different GL treatments and the relevant GL debit and credit accounts.	Status, Invoice Line Start Date
Payments by Finance Period	List of payments grouped by finance periods. Provides visibility into all payments that fall in a given finance period for financial reporting.	Status, Finance Period Start Date
Payments by GL Treatment	List of payments, grouped by GL treatment. Provides visibility into payments associated with different GL treatments and the relevant GL debit and credit accounts.	Status, Payment Date
Refund Credit Notes by Finance Period	List of refund lines allocated to credit note lines, grouped by finance period. Provides visibility into refund line allocations to credit note lines that fall in a given finance period for financial reporting.	Status, Finance Period Start Date
Refund Payments by Finance Period	List of refund lines allocated to payments, grouped by finance period. Provides visibility into refund line allocations to	Status, Finance Period Start Date

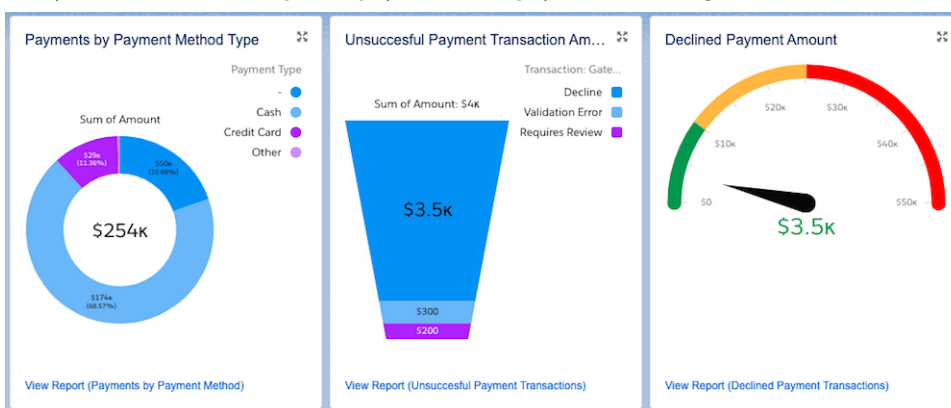
Report Name	Description	User Filter Inputs
	payments that fall in a given finance period for financial reporting.	
Refunds by GL Account	List of refunds, grouped by GL debit and credit accounts. Provides visibility into refunds under each debit/credit account and details of each refund.	GL Accounts, Status, Refund Date
Refunds by GL Treatment	List of refunds, grouped by GL treatment. Provides visibility into refunds associated with different GL treatments and the relevant GL debit and credit accounts.	Status, Refund Date

Examples

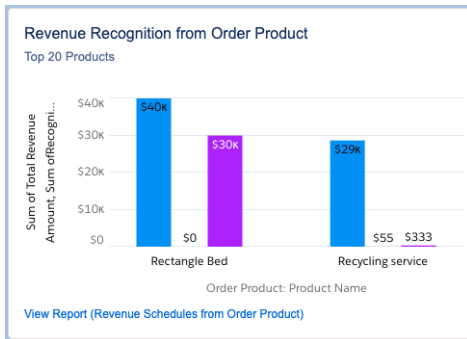
Invoice Settlements dashboard focusing on past-due accounts and invoices.



Summary information on completed payments and payments needing attention



Visual presentation of revenue recognized per order product



Reports listing and summarizing payments by account

Report: Payments
Payments by Account
All posted payments with an outstanding balance grouped by account to allow you to track payments that haven't been settled yet.

Total Records	Total Balance	Total Amount	Total Allocations	Total Unallocations
9	\$117,500.00	\$170,600.00	\$40,200.00	\$0.00

☐ Account: Account Name ↑	Payment Number	Balance	Amount	Payment Date	Status	Payment Type	Payment
☐ ExLogistics (2)	P-00000	\$1,000.00	\$1,000.00	1/22/2019	Posted	Check	-
	P-00001	\$25,000.00	\$25,000.00	1/3/2019	Posted	Credit Card	-
Subtotal		\$26,000.00	\$26,000.00				
☐ LabroR (2)	P-00003	\$100.00	\$100.00	1/18/2019	Posted	Credit Card	Electro
	P-00008	\$9,900.00	\$50,000.00	6/11/2019	Posted	Cash	-
Subtotal		\$10,000.00	\$50,100.00				
☐ PugNex (5)	P-00004	\$200.00	\$200.00	1/23/2019	Posted	Cash	-
	P-00005	\$300.00	\$300.00	1/24/2019	Posted	Credit Card	-
	P-00006	\$50,000.00	\$50,000.00	7/9/2019	Posted	-	-
	P-00010	\$30,000.00	\$43,000.00	8/9/2019	Posted	Cash	-
	P-00002	\$1,000.00	\$1,000.00	1/9/2019	Posted	Cash	-
Subtotal		\$81,500.00	\$94,500.00				
Total (9)		\$117,500.00	\$170,600.00				

Report listing and summarizing open invoice balances by account

Report: Accounts with Invoices
Open Invoices by Account
Posted invoices with pending balance, grouped by account. Provides insight into pending balances at a customer level.

Total Records	Total Subtotal	Total Tax	Total Total Amount (With Tax)	Total Balance
6	\$266,850.83	\$0.00	\$266,850.83	\$146,650.83

☐ Account Name ↑	Invoice: Invoice Number	Invoice Date	Due Date	Subtotal	Tax	Total Amount (With Tax) ↑	Balance
☐ Boxer (1)	INV-0008	1/24/2019	2/23/2019	\$86,000.00	\$0.00	\$86,000.00	\$6,000.00
				\$86,000.00	\$0.00	\$86,000.00	\$6,000.00
☐ LabroR (4)	INV-0017	10/22/2019	11/21/2019	\$208.33	\$0.00	\$208.33	\$208.33
	INV-0014	10/22/2019	11/21/2019	\$208.33	\$0.00	\$208.33	\$208.33
	INV-0021	10/23/2019	11/22/2019	\$434.17	\$0.00	\$434.17	\$434.17
	INV-0004	1/18/2019	2/17/2019	\$95,000.00	\$0.00	\$95,000.00	\$54,800.00
Subtotal				\$95,850.83	\$0.00	\$95,850.83	\$55,650.83
☐ PugNex (1)	INV-0012	10/16/2019	11/15/2019	\$85,000.00	\$0.00	\$85,000.00	\$85,000.00
				\$85,000.00	\$0.00	\$85,000.00	\$85,000.00
Total (6)				\$266,850.83	\$0.00	\$266,850.83	\$146,650.83