The Finance Division at Carnegie Mellon University (CMU) implemented Excel4apps, a global provider of Microsoft Excel-based reporting and data-loading software. In 2017, the Finance Division encouraged the use of GL Wand for financial reporting and analysis, Reports Wand for sub-ledger data reports and metrics and Budget Wand to update budgets and forecasts in Oracle Financials. In addition, increased in-house training and support encouraged user adoption of Excel4apps across the university, allowing for realized efficiencies in obtaining, analyzing, sharing and presenting essential financial information. As of 2018, CMU is recognizing numerous efficiencies as a result of the Excel4apps implementation.

**EXCEL-BASED REPORTING MADE EASIER, FASTER AND SMARTER.**

- 132 Active Users
- 3 Wands - GL, Reports and Budget
- <$700,000 Total Cost To Date

**TIME AND COST SAVINGS**

- Administrative fee analysis reduced from two days to **five hours**
- Sponsored manual invoice process reduced by **20 minutes** per invoice
- **75% time savings** for university revenue recognition preparation
- **$50 saved per report = $1.6 million annual opportunity cost savings** (based on an average employee annual salary x each user running one report per business day)
- **84% time savings** for School of Computer Science quarterly reporting and analysis
- Net asset review data pull, quarterly salary analysis, ad-hoc budget analysis and financial statement reporting now take only **15 minutes** each (previously ranged from two hours to one day)

**COLLABORATION**

- Using a common tool allows users across campus units to share data and templates
- Increased interaction among business owners when validating queries and reports
- Finance Division can quickly analyze information across campus units
- The online Success Community offers a platform for Excel4apps users to connect and collaborate with one another

**ACCURACY**

- Data can be easily assessed for inaccuracies, reducing the risk of stale or incorrect data
- Reports can easily be checked to ensure changes to the university’s chart of accounts are reflected accurately
- Human error and the need to hand-check data and formulas is significantly reduced
- More efficient and accurate financial planning for reduced opportunity costs

**PRODUCTIVITY**

- Increased output/productivity per user
- Live data refreshed for immediate availability
- Creation of in-depth analytical reports that are dynamic and revisable
- “What If” analysis is easily generated and updated
- Eliminated need for copying and pasting, reapplying formulas each quarter, running separate reports from the data warehouse and reconciling items in real-time

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