



# e-News

Monday, 9th May 2022

## Improved Reporting Functionality in Xero



For those of you who are Xero users, you'll be happy to hear that the reporting function has received a facelift. Not only has the look improved, but some reports are now even more useful than before.

Let's review the "look" improvements first.

When you click on the reports home page, the first thing that will jump out to you is that the favourites are grouped at the top, making them easier to find. There is

also a new toggle switch allowing you to show report descriptions or remove them. The search function has been enhanced, allowing you to search for a report by title or keyword. If there are report sections that are not relevant to your business, you can easily collapse them out of sight. Lastly, there is a 3-dot overflow menu attached to some reports which provides access to extra related reports.

Now for the usefulness side of things.

The aged receivables and payables reports have some new options. These options will help to make these reports easier to understand. They include:

- Show by period - shows ageing as month number or as the month name comparison period.
- Show percentage - displays the percentage of the total of each ageing period.
- Contact account number - there is a new checkbox to show or hide the number.
- Total column - finally, there is a new column displaying the total owed to/by each supplier/customer which will now show as default.

Saving the best for last, there are some new reports attached to the "Contact Transaction Summary report". As mentioned above, there is a 3-dot overflow menu next to this report which shows extra, related reports. These include the "Supplier Bill Activity" report, the "Customer Invoice Activity" report and the "Contact Cash Activity" report. If you've been using Xero for a while like us, you'll know that a generic supplier or customer activity report was not easy to create. Well, now it is - finally! I know our clients will really make use of this one!

So next time you log into Xero, take a look at the updated reports home page. I think you'll agree that it is definitely easier to navigate!

## Latest Articles

~~\$450~~

### **\$450 Super Guarantee Threshold Scrapped!**

From 1 July 2022, the \$450 threshold for super guarantee will be removed.

STP PHASE 2

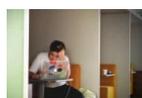
### **STP Phase 2 - Getting Down & Dirty**

This is the third blog in a series about STP Phase 2. In this blog, we'll get down and dirty and cover the detail behind STP Phase 2.



### **Victorian Casual Workers to Receive Personal Leave Pay**

In what may be just a political stunt given it's an election year, the Victorian Government has announced that from March 2022, some casual



### **ATO To Report Your Tax Debt To Credit Rating Bureaus**

If your business has a tax debt of at least \$100K and it is overdue by more than 90 days, chances are you will soon receive a letter from the ATO explaining

workers will be able to  
claim personal leave pay.

its intention to report the  
debt to credit rating  
bureaus.

Subscribe to e-News

## e-BAS Accounts

PO Box 3128

Grovedale VIC Australia 3216

[www.e-bas.com.au](http://www.e-bas.com.au)



1300 660 655

[louisem@e-bas.com.au](mailto:louisem@e-bas.com.au)

You received this email because you  
signed up on our website or you are our  
client.

[Unsubscribe](#)

