

# Disclosure Management

Do you really know how many spreadsheets and word documents go into producing your reports?

The days of making decisions based on numbers alone are a thing of the past - today's executives require detailed narrative to support the data, before making business critical decisions.

As the pressure to provide meaningful data and analysis mounts, companies find themselves spending increasing amounts of time creating, and maintaining, a multitude of Microsoft Word, and Excel documents.

The resulting challenges companies experience are what we at Tridant call the "Last Mile" in the financial reporting process, whereby the manual processes involved in report production are repeated in each reporting period.



For many companies, this "Last Mile" style of report building is a tedious, time consuming, and error prone process.

Under this scenario, companies build disclosure documents, and internal reports based on a series of complex, manual tasks, usually involving the copying and pasting of data – operational, statistical, performance and financial – and related commentary into disparate Microsoft Word, Microsoft Excel, and Microsoft PowerPoint files, and emailing these files to a document author responsible for piecing them together.

This highly manual, multi-step, process can result in inaccurate, out-of-date reports, with limited transparency or timeliness and a consequent questioning of the data's integrity.

**TRIDANT**  
data driving decision making

- **Merges** enterprise data with narrative analysis in a controlled, auditable environment
- **Creates** dynamic reports that Update automatically when numbers change in underlying data sources
- **Automates** manual "copy and paste" processes
- **Enhances** security, control, and governance for recurring, multi-author reports and presentations

- **Integrates** with IBM Cognos TM1 and IBM Planning Analytics to update financial statements automatically
- **Generates** high-value documents in various output formats, including management books, KPI reports and regulatory reports with XBRL tags
- **Connects** directly to Oracle HFM and Essbase
- **Supports** both cloud and on-premise deployment

# Annual Report or Annual Drama?

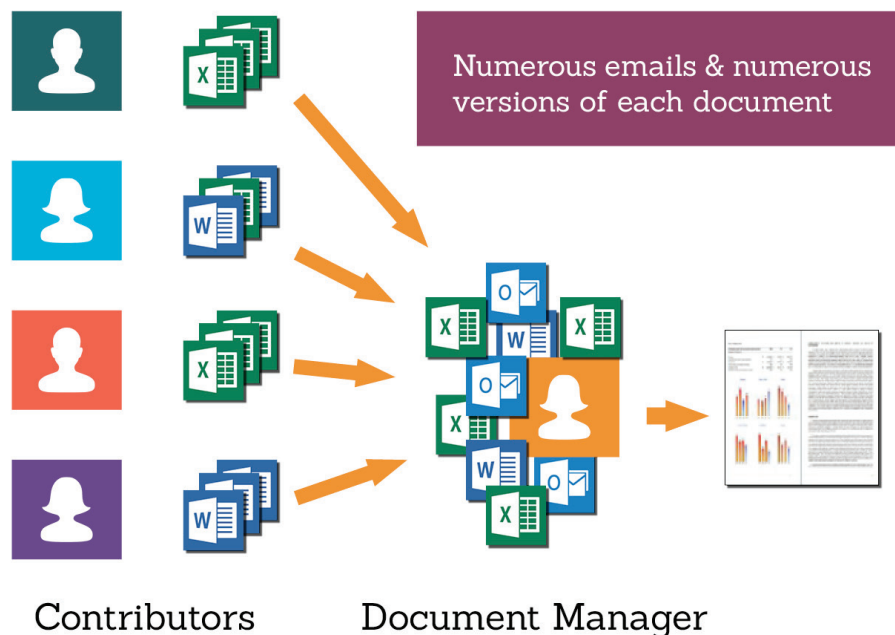
The Annual Report is a prime example of a key document in the 'Last Mile' of financial reporting; involving the collection, collaboration, and review of numerous sections including:

- Front Page
- Table of Contents
- Letter to Shareholders
- Business Overview
- Balance Sheet Statement
- Income Statement
- Cash Flow Statement
- Notes – Policies
- Notes – Assets
- Notes – Liabilities
- Notes – Equity
- Auditors Report

For most organisations the Annual Report creation process involves a number of contributors covering different areas of responsibility (and access to data).

More often than not, email is the primary collaboration tool of choice, for sharing the myriad of Excel and Word documents generated as part of this process. The result is a version control nightmare for the document owner trying to copy and paste updates from email attachments in an effort to ensure consistency in format.

## Current Annual Report Process



As Narrative is entered across multiple pages it is important the Table of Contents and Notes remain unified and note numbering flows automatically. Similarly, charts created within Excel off organisations data also need to be dynamic off source systems in order to avoid mistakes.

# The Next Generation of Disclosure Management

IBM Cognos Disclosure management represents the next generation of disclosure management capability providing a secure, collaborative, enterprise-scalable reporting and process automation solution that enables users to merge enterprise data with focused narrative analysis in a controlled, auditable environment.

## Capability Overview

**Use existing reports as a template for subsequent ones.** Successive reports typically contain the same sections and formatting as previous reports and use the same sources to populate data and text in the report. IBM Cognos Disclosure Management automatically rolls over a report to the subsequent period “jump-starting” the report creation process. The latest data is automatically loaded into the new report, allowing users to focus on the content rather than on the onerous tasks of collecting, consolidating and formatting.

**Single change, updated everywhere.** Using variables in text, users can link hundreds of reports to one master report, enabling report sections to be shared. This ensures that reports always reference a single narrative or data point in the highest level report; other sections are simply replicated to expedite editing at lower levels. In this way, hundreds of departments or legal entities within an organization can quickly source common data from the highest level entity.

**Integrated tagging for taxonomies.** Cognos Disclosure Management helps global organizations address many of the complex statutory and regulatory reporting requirements in effect around the world. For example, it integrates eXtensible Business Reporting Language (XBRL) into the external reporting process and helps make the creation, validation, and tagging of XBRL documents more efficient.

**Create and maintain an audit trail.** Comprehensive audit trail reporting tracks each user, and each change to a document. Users can easily compare any two document versions and gain immediate visibility of the changes made, by whom, and when.

**Deploy on the cloud to decrease cost and risk, and improve time to value.** Accelerate time to value, and lower adoption costs with a subscription-based cloud offering for Cognos Disclosure Management. The availability of cloud deployment enables organisations to choose the best delivery mechanism for their corporate environment—without sacrificing capability or limiting future deployment options. Deploying on the cloud, ensures that users can be added as needed while minimizing capital equipment, software licensing and IT infrastructure costs. This also enables organisations to realise benefits in cost accounting by shifting costs from capital, to operating expenses.

**Leverage existing skills.** IBM Cognos Disclosure Management is a simple to use solution allowing users to continue using Word, Excel, and PowerPoint while eliminating the low value, high risk, time consuming tasks by automating the process with direct data connectivity, automated updates, workflow approvals, and a full audit trail.

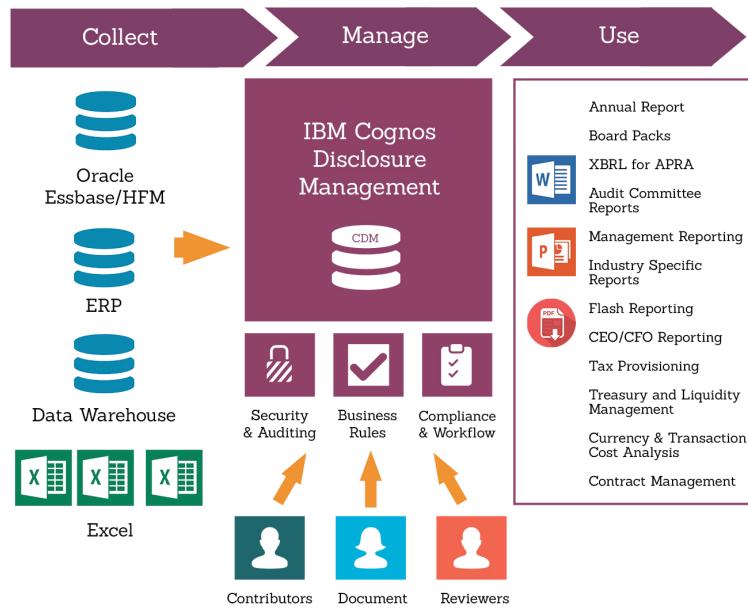
**Optimize control with workflow, and task management.** A workflow process tracks the status of each section of a document, with due dates and responsibility assignments. Using workflow, an administrator can easily see the status of each section of the document, identifying which sections are overdue, and those responsible for them.

**Select multiple output options from a single data source.** The IBM Cognos Disclosure Management solution employ’s a variety of output options including: Microsoft Word, Microsoft PowerPoint, Adobe PDF and Adobe InDesign.

# Conclusion

For many companies, the processes and tools they use every day to support business critical activities adversely impact their ability to gain effective insights for decision making. The IBM Cognos Disclosure Management solution provides a trusted, governable, and consistent process for generating the necessary narrative to support organisations data, and help them meet their internal, and external reporting needs with confidence.

Together, Tridant and IBM offer a report generation process that is accurate, consistent, and repeatable.



# About Tridant

Tridant is a specialist Information Technology firm focused on providing technology consulting services and the design and implementation of technology solutions optimised for planning, reporting & analytics, customer experience serving Public, Private and Government organisations throughout Australia and Singapore.

We help our customers leverage their data assets to improve profitability, increase revenue, reduce risk and make their businesses more responsive to customer expectations and market dynamics.

Our solutions are tightly integrated with key business processes and source systems which help our customers to make the most of their investments in data, technology and people.

Request More Information

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