



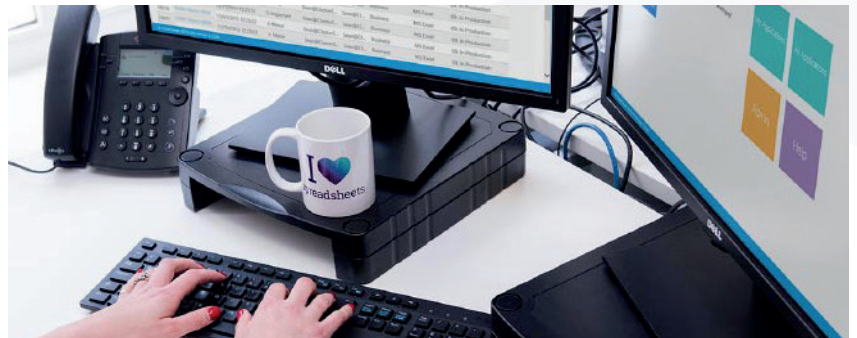
Maximize the value of  
your spreadsheets

ClusterSeven Cloud Spreadsheet Manager (CSM) is a powerful, flexible spreadsheet risk management solution that enables organizations to retain the power and flexibility of their spreadsheet estate, while also maintaining the level of control, auditability and confidence that they expect from their corporate IT environment.

The solution can be used to address a range of business challenges and issues, across many sectors, helping the business to meet its operational, audit and regulatory objectives, quickly, cost effectively with no disruption. This guide is to help industry practitioners understand how CSM can address some of their most critical business priorities.

## Internal Audit

When performing an internal audit or in preparation for external audit, audit teams will typically only sample 2-5% of their spreadsheet estate. This is usually due to limited time, effort and resource and prevents a 100% review, which could identify issues that might be picked up by external auditors, or potentially impact the business.



**The Challenge:** How do auditors best sample and review their complete business-critical spreadsheets, to identify potential business risks, with limited time, budget and resource?

**The Solution:** Use CSM's Risk Check functionality to complete a 100% review of business critical spreadsheets to identify spreadsheets with potential flaws that could affect the business. Thousands of files can be analyzed, risk assessed, ranked and documented for further inspection in less than a day - far quicker than a manual review of just a handful of files. CSM enables auditors to rapidly identify and focus on the highest risk and highest profile Excel files.

## Tax Management

Excel spreadsheets feature heavily in how businesses manage their tax affairs, both alongside specialist tax applications, or in their own right. Having accurate, reliable and auditable tax information is central to calculating, managing and submitting tax returns, efficiently and cost effectively.

**The Challenge:** Tax teams must be sure that the information they submit to their tax authorities is accurate, complete, and fully auditable. However they use spreadsheets in their tax management process, tax teams must be able to demonstrate that the information and the spreadsheet they are using is structurally sound and does not contain errors or missing data and that any changes have been reviewed and approved. Typically this is a manually intensive process, which consumes valuable tax expertise checking excel files, while not eliminating the risks involved.

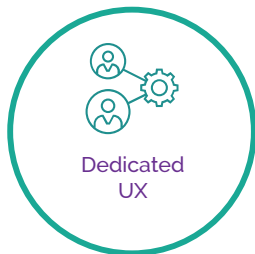
**The Solution:** Use CSM's Risk Check functionality to complete a 100% review of business critical spreadsheets to identify spreadsheets with potential flaws that could affect the business. Thousands of files can be analyzed, risk assessed, ranked and documented for further inspection in less than a day - far quicker than a manual review of just a handful of files. CSM enables auditors to rapidly identify and focus on the highest risk and highest profile Excel files.

## GDPR

GDPR demands that businesses that collect Personally Identifiable Information (PII) data must be carefully managed and controlled, so this data can be amended and removed as required. Custom and practice means that spreadsheets can be a data source, and well as the means of distributing PII information. However the technical limitations of spreadsheets means that identifying and managing PII data in spreadsheets is difficult, potentially exposing businesses to GDPR compliance breaches.

**The Challenge:** Under GDPR, companies need to be able to find, track and if necessary delete PII data in any type of file. Excel lacks the functionality to identify whether PII data has been added to a spreadsheet which is difficult to achieve manually. This exposes a business to GDPR risk, reputational harm or legal challenge.

**The Solution:** Using CSM Risk Check, each spreadsheet can be assessed for GDPR data, so that businesses can quickly identify and manage their GDPR risk. Changes to these spreadsheets can be monitored using the CSM compare functionality, so that companies can demonstrate they continue to comply with GDPR. This approach helps maintain GDPR compliance for a fraction of the time and cost of compared with other manual and tools-based approaches, creating a long-term sustainable approach.



## Financial and Business Modelling

Excel is often the 'go to' tool for developing complex business and financial models for an organization. These models are often strategic tools, used to make investment and M&A decisions, or to allocate resources in a business. Spreadsheets figure heavily in modelling because of their power and flexibility, but their lack of controls means that errors can evolve un-noticed over time, which can have significant impact on the quality of business decisions.

**The Challenge:** The scale and complexity of these models, and the ongoing need to change them as the business changes, means that there are numerous changes and updates made regularly. Modelling teams need to ensure that only the approved changes have been made, and ensure no errors have crept in. They need to do this with limited time and resource, while remaining fully focused on the needs and requirements of the business.

**The Solution:** Once a Model has been reviewed, approved and stabilized, use CSM's Compare capability to capture any subsequent changes to the Model, and direct the reviewer and approver to the core changes. In addition, CSM provides powerful workflow and collaboration capabilities that accelerates the review process, whilst also providing an audit trail of the review and approval steps.

## Regulatory & Audit compliance

Spreadsheets are used to support numerous regulatory and accounting reporting processes. For example CECL (Current Expected Credit Loss) and IFRS 9 are both accounting standards that mandate how lending institutions account for loan losses. Spreadsheets, alongside corporate IT systems, feature heavily in the data collection, modelling, calculations and reporting the standards require. CECL and IFRS 9 both require full auditability and transparency, and demand the same level of controls whether they use spreadsheets or corporate IT to deliver the results

**The Challenge:** An institution needs to be able to deliver transparency and auditability for spreadsheets as well as

corporate IT based solutions. Standard Excel files do not provide a 'track change' capability. Where an institution uses spreadsheets in their CECL and IFRS 9 calculation and reports, they need to show these have been reviewed and approved. Without CSM this is a very manual, time consuming and error prone process.

**The Solution:** Use CSM's Compare capability to provide a quick and easy to use spreadsheet monitoring capability to identify and automate the creation of a complete audit trail of changes in the CECL and IFRS 9 spreadsheets. CSM also provides valuable workflow and collaboration capabilities to accelerate the change review process, whilst providing a full audit trail, and helping to assure the quality of the final results.

## Business Transformation

When organizations restructure, merge, de-merge, or form strategic alliances, the underlying technology environment must also adapt, to ensure the business is fully supported and the change program is successfully implemented. Spreadsheets typically form a critical element of these business processes, as pricing tools, consolidation files or management reports. They need to be identified and managed as part of the transformation process alongside the corporate IT applications.

**The Challenge:** Project teams need to be able to identify these key spreadsheets, understand how they integrate into data sources, applications and other spreadsheets, to ensure they can be migrated fully and successfully. Project teams need to ensure they understand how they work together before the transformation, so that they can be sure they work effectively, post-transformation.

**The Solution:** CSM's Risk Check capability provides the ability to scan all of the critical spreadsheets identified that need to be migrated, to find the system or application links embedded within in these spreadsheets. This allows the project team to understand all the critical paths of the spreadsheet migration, to ensure that the critical components are migrated systematically. CSM can achieve this in a fraction of the time compared with using a manual review process.

## Technology Transformation – Microsoft Office Upgrade

Businesses upgrade Microsoft Office versions, whether Office 2016 or Office 365, to enable users to access new functionality, or as a result of a technology upgrade throughout the business. An Office migration project needs to be considered carefully, because functionality used in one version may not be fully supported in the new version. Where, spreadsheets are used to support key business processes, this loss of functionality can compromise the operation of the spreadsheet and compromise the business.

**The Challenge:** As part of the Office migration project, project teams need to understand what functionality could be deprecated in the new version. They then need to identify where that functionality lies in the spreadsheet, so they can mitigate and eliminate any business impact. Project teams also need to understand how spreadsheets work with other applications and data sources, so that the spreadsheets will work as before in the new environment.

**The Solution:** CSM Risk Check capability enables an organization to test large volumes of spreadsheets to identify functionality that may be compromised by the upgrade identifying the location of the impacted code and functions. This approach helps the IT and Excel development teams focus on remediating the identified spreadsheets rather than spending time reviewing which may be effected.

Please contact us if you would like to understand more or to test your spreadsheets against industry standards using our solution – go to [clusterseven.com/test-your-spreadsheets](https://clusterseven.com/test-your-spreadsheets)