



CaseWare & iXBRL

White paper
March 2010



- YOUR XBRL QUESTIONS ANSWERED

- CASEWARE, iXBRL & YOUR BUSINESS

- iXBRL IN ACTION

- GLOSSARY OF TERMS

- CONTACT:
 - CASEWARE
 - CASEWARE INTERNATIONAL

From the 1st April 2011 HMRC are requiring all limited company accounts to be filed, along with the accompanying tax submissions, as tagged XBRL documents.

What is XBRL?

XBRL (Extensible Business Reporting Language) is a means of identifying financial data held in documents, in a way that makes it possible to automatically extract and analyse that information.

It does this by means of tags applied to the financial elements, using a standard naming convention (Taxonomy). It therefore also means that financial data from various documents can be compared using these common tags.

Date and text elements can also be tagged, extracted and compared in the same way.

How will this affect me?

It means that whatever accounts production tool you use will need to be either XBRL compliant, like CaseWare, or be able to accept XBRL tags using some form of 'Drag & tag' application.

Will PDF files be acceptable? They are electronic documents....

PDF files are indeed electronic, but because they do not hold XBRL tags they will not be accepted by HMRC as a valid means of submission. You will have to find an alternative piece of software.

Why are HMRC doing this?

XBRL allows organisations such as HMRC to automatically extract, analyse and manipulate data automatically, removing a huge amount of manual work.

Won't this project get delayed?

There is absolutely no indication that this project will be delayed, and CaseWare is investing heavily in development to ensure that our users meet the deadline in good time.

I use Word & Excel to produce accounts. What are my options?

Spreadsheet and word processed documents have a number of weaknesses as accounts production tools, and the arrival of XBRL has caused many organisations to review their entire accounts production process.

'Drag and tag' tools will allow you to produce XBRL tagged documents, but do not solve any of the other control, speed, and review problems that Word and Excel present you with. Maybe it's time you had a good look at CaseWare?

As an accountant in practice what should I be doing?

You should now be looking at your limited company client portfolio, and ask your current accounts production software suppliers what their plans are for XBRL. Also:

- How many of my clients still prepare accounts in Word or Excel, and what provision are they making for tagging these documents?
- Have I seen the XBRL functionality working in my current accounts production software?
- Will there be pressure on me to file some client accounts early?

As an accountant in commerce what should I be doing?

You should now be looking at your current accounts production process, and seeing this change as an opportunity to improve all aspects of the financial reporting cycle.

- Have I considered changing from my Word and Excel model?
- Have I asked my auditor what they use, or what they recommend?
- What parts of the process could we improve with automation?

What should I do next?

To find out more about the XBRL project why not sign up for one of our two XBRL seminars, in Manchester and London?

- See CaseWare and iXBRL in action
- Hear from HMRC first hand about their project and plans
- Hear from Companies House about how they see the technology revolutionise the way they gather data.



THE PROFESSIONAL PRACTICE

CaseWare is a well established, feature-rich accounts production tool used by a huge number of UK firms of all sizes, from the 'Big 4' to sole practitioners.

It doesn't just deal with the accounts production process, but the assurance process and document management for engagements of any size and complexity. And if you are looking for real efficiency, the combined audit/accounts production engagements are the most highly integrated system available on the market.

When you add to this the ability to automate the XBRL tagging process, you have a system that is perfect for facing the challenges presented by the new HMRC filing requirements.

ACCOUNTS PRODUCTION IN BRIEF

- Transaction level imports from UK bookkeeping systems
- Incomplete records capability
- Wizard based information gathering
- Automated working papers and lead schedules
- Review and signature toolkit
- On-screen editing and error tracking
- Full statutory update service
- Automated XBRL tagging & iXBRL compliant

PLUS:

A wide range of specialist accounts templates, including charities, pensions, group accounts.

CaseWare Connector - the MS Office integration tool

THE CORPORATE USER

The demands of XBRL has given financial reporting teams a great opportunity to review the process of accounts preparation within the business, as well as exposing more clearly than ever the fundamental weakness of using word processing and spreadsheet tools for accounts.

CaseWare not only deals with the task of tagging the final documents, it provides you with a total internal control and accounts production solution. It manages the entire task, from the importing of nominal ledger data, through the preparation of accounts and audit files, all the way to producing the iXBRL document.

The UK GAAP option

- Importing financial data – use your nominal chart within CaseWare
- Automate the audit file, with supporting lead schedules and working papers
- Control the review process with electronic signatures
- Manage review points with 'CaseWare Issues'
- Automate UK GAAP single entity and consolidated financials
- Automated tagging
- File in XBRL or iXBRL formats

The IFRS option

Via CaseWare International we can provide the full IFRS accounts production template. Along with all of the standard review and control tools you will have a sophisticated and flexible financial reporting tool that comes with a huge range of standard notes and pages, all of which can be tagged and filed in XBRL or iXBRL format.

- Large, flexible IFRS accounts mapping structure
- Huge library of IFRS note and page structures
- Tagging tools for the IFRS taxonomy

The 'Build your own' option

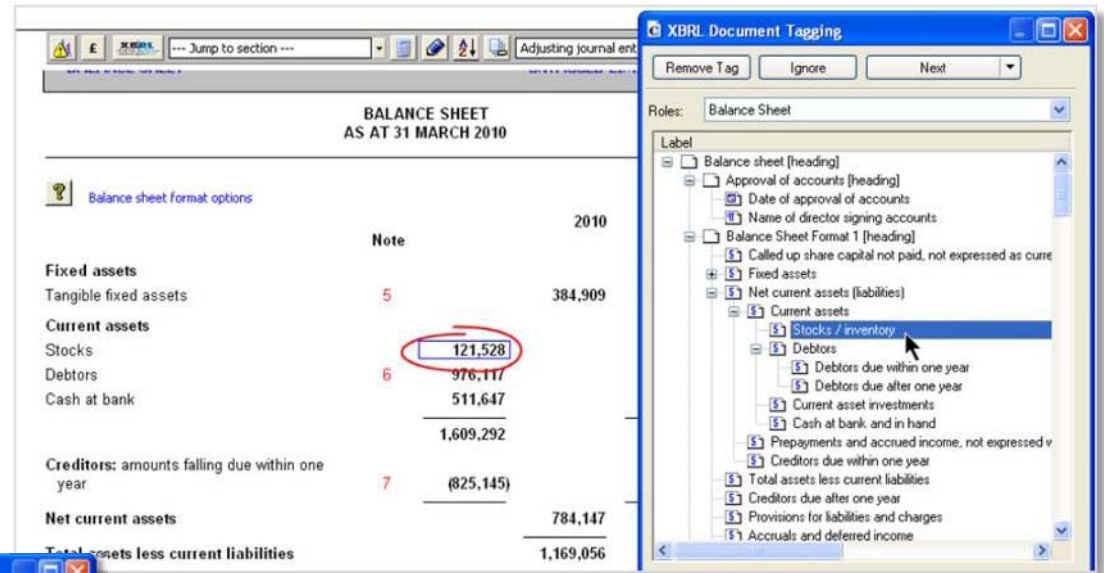
CaseWare is the most advanced, specifically designed financial document preparation tool available on the market, capable of producing financial reports, management reports, workflow documents and regulatory forms. Businesses can automate any reporting and filing task, and every one of the documents can be tagged with whatever taxonomy you need to adopt.

SIMPLE TAGGING INTERFACE

CaseWare has a unique design that lends itself perfectly to the demands of XBRL tagging.

Although the interface looks like a simple document, every component can be 'sensed' by the tagging tool and is easily identified and marked up.

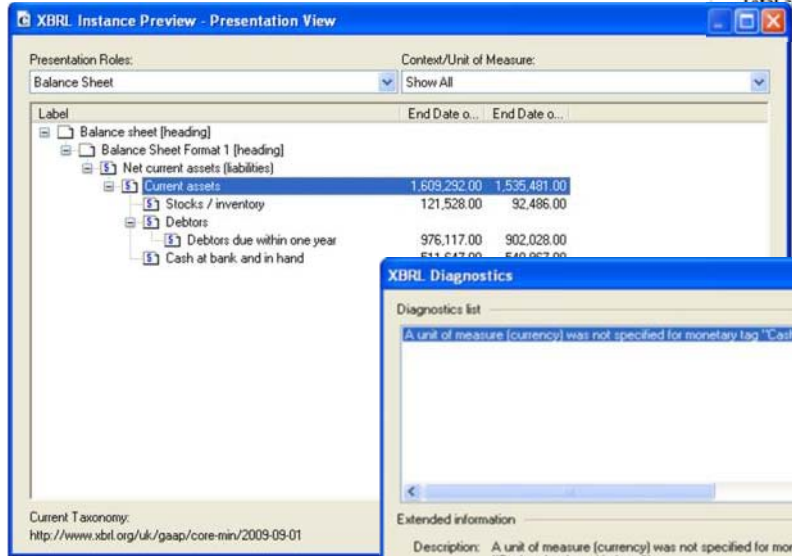
You can quickly navigate to the next tagged or untagged item on the document.

The screenshot shows a balance sheet titled "BALANCE SHEET AS AT 31 MARCH 2010". The table includes the following data:

	Note	2010
Fixed assets		
Tangible fixed assets	5	384,909
Current assets		
Stocks		121,528
Debtors	6	976,117
Cash at bank		511,647
		1,609,292
Creditors: amounts falling due within one year	7	(825,145)
Net current assets		784,147
Total assets less current liabilities		1,169,056

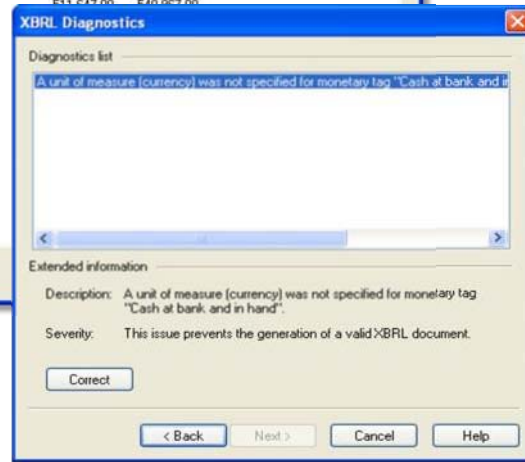
Overlaid on the right is the "XBRL Document Tagging" window, which shows a tree view of the document's structure. The "Stocks / inventory" item is highlighted, and a mouse cursor is pointing at it.



The screenshot shows the "XBRL Instance Preview - Presentation View" window. It displays a table with the following data:

Label	End Date o...	End Date o...
Balance sheet [heading]		
Balance Sheet Format 1 [heading]		
Net current assets [liabilities]		
Current assets	1,609,292.00	1,535,481.00
Stocks / inventory	121,528.00	92,486.00
Debtors		
Debtors due within one year	976,117.00	902,028.00
Cash at bank and in hand	511,647.00	510,057.00

The window also shows "Presentation Roles" set to "Balance Sheet" and "Context/Unit of Measure" set to "Show All".



The screenshot shows the "XBRL Diagnostics" window with the following error message:

Diagnostics list

A unit of measure [currency] was not specified for monetary tag "Cash at bank and in hand".

Extended information

Description: A unit of measure [currency] was not specified for monetary tag "Cash at bank and in hand".

Severity: This issue prevents the generation of a valid XBRL document.

Buttons: Correct, < Back, Next >, Cancel, Help

CONTROL WITH FLEXIBILITY

Users may want to add their own content to accounts, and reviewers want the comfort of knowing that any mistakes are captured immediately.

DIAGNOSTICS

You can be certain that the system will capture any likely problems before they reach the final instance document, as CaseWare uses the rules of the taxonomy to check the format.

REVIEW

Before you accept the data for export, reviewers can check the financials to ensure that the numbers being filed make sense.

AUTOMATED TAGGING

The unique way in which CaseWare builds UK GAAP financial statements means that we can automate the tagging of XBRL data.

Simply identify the correct taxonomy, click once on 'Import tags' and the document will be fully tagged in seconds.

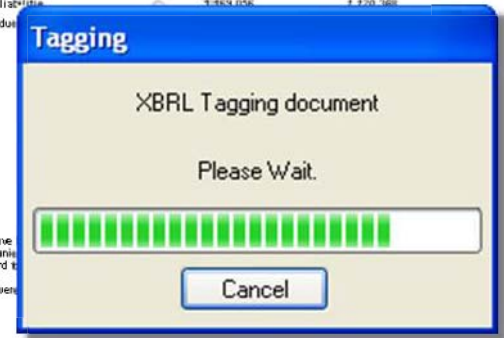
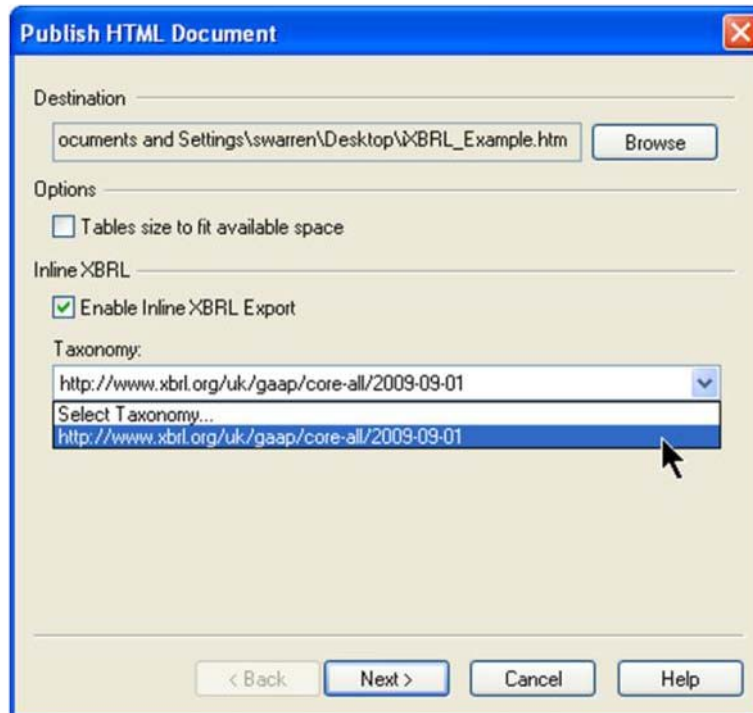
The tags can 'be topped up' for any bespoke disclosure requirements you might have added to your statements.



UNTAGGED LIMITED IT's draft produced on 1/3/2010 15:17

BALANCE SHEET
AS AT 31 MARCH 2010

Note	2010	2009
Fixed assets		
Tangible fixed assets	5 384,909	272,347
Current assets		
Stocks	121,528	92,486
Debtors	6 976,117	902,028
Cash at bank	511,647	540,967
	1,609,292	1,535,481
Creditors: amounts falling due within one year	7 (825,145)	(687,460)
Net current assets	784,147	848,021
Total assets less current liabilities	1,459,056	1,120,368
Creditors: amounts falling due more than one year		
Provisions for liabilities		
Deferred tax		
Net assets		
Capital and Reserves		
Called up share capital		
Revaluation reserve		
Profit and loss account		
Shareholders' funds		
<small>The financial statements have been prepared in accordance with the provisions of the Companies Act 2006 and are subject to the small companies Financial Reporting Standard 2008.</small>		
<small>The financial statements were approved by the directors on behalf of the company on 1/3/2010.</small>		



THE iXBRL EXPORT

To generate your iXBRL page simply save it as a web page and choose the 'Enable iXBRL Export' option.

All of your tags will be embedded within the web page, and the file is ready for attaching to your tax submissions for HMRC, or Companies House filing.

XBRL

eXtensible Business Reporting Language
XBRL allows financial information to be given an electronic tag, and thereby be processed, identified and analysed by other software tools.

It allows different sets of financial data to be compared, because although a figure may be described in many different ways, it is still fundamentally the same type of data. For example, income could be described as 'revenue', 'sales', 'fees' etc on a printed document, the associated figure is the same type of balance.

XBRL allows these items to be compared via the use of a standardised dictionary, or 'Taxonomy'.

iXBRL

In-line eXtensible Business Reporting Language

iXBRL requires the same tagging of data to be done, in order to attach a Taxonomy, but exports itself as an HTML document, *within which* is buried the XBRL tags.

This means that the document is visible as a human readable document using a standard internet browser, and can also be analysed automatically by any software tools that are able to extract the embedded XBRL information.

iXBRL does not need Style Sheets

TAXONOMY

An electronic index of named elements found within any set of accounts or other financial document.

There are a range of Taxonomies now available, designed for different purposes. For example HMRC have one for corporate tax, and there are UK GAAP and IFRS Taxonomies also available.

Any item within a Taxonomy can be attached to a document, a process known as 'Tagging'

STYLE SHEET

A pre-determined document format that turns an XBRL Instance Document back into a human readable form.

TAGGING

An item on an electronic document is linked to an appropriate description in a Taxonomy by 'Tagging'. How the process is conducted will vary between different applications.

In CaseWare this is done in CaseView, via the menu option 'Tools/XBRL tags'

INSTANCE DOCUMENT

The exported form of an XBRL tagged document, and is also used to describe the iXBRL equivalent.

RENDERING

The process by which an Instance Document is turned back into a human readable form.

XBRL Instance Documents need a Style Sheet in order to define how the rendered document will look. Companies House provide 2 Style Sheets (one for abbreviated and one for dormant accounts).

Any firm wishing to render the accounts in a different format will have to design and create their own Style Sheet.

NOTE: iXBRL documents do not need Style Sheets, as all of the style and presentation information is already contained within the exported file.

'DRAG & TAG'

A term used to describe XBRL applications that simply 'tag' items within MS Word and MS Excel documents. They do not have accounts production capability, document management or review controls.

