The Financial Close is critical, and can easily be improved.

Replace your spreadsheets, manual processes, and one-off communication with an accounting operations system and gain control, transparency, and efficiency. With a simple, low-impact implementation, and an annual ROI in excess of 300%, the software pays for itself in months and is transforming accounting operations the world over.
BlackLine’s Finance Controls and Automation Suite features six integrated products, which provide extensive control, visibility, risk mitigation, and automation to accounting and finance teams.

BENEFITS

VISIBILITY
Monitor and manage your daily operations, audits, and the financial close with real-time reports and dashboards. Additionally, drill-down capability allows you or your managers to quickly view work done by a single entity, department, team, or user.

RISK MANAGEMENT
Reduce risk and ensure financial accuracy with automated flux analysis, exception handling, and dynamic risk ratings for all accounts. Ensure that every single account, journal entry, or process step is properly completed and attested to by multiple individuals.

COMPLIANCE AND SOX
Build repeatable, testable, audit-ready practices and enforce your company policies for daily operations and the month-end close. Embedded controls, automated data entry, and mandatory reviews/approvals ensure that you never worry about being cited for material weaknesses.

STREAMLINE & AUTOMATE
Scale your accounting operations without additional resources. Automate your journal entries, high volume transaction matching, and balance sheet account reconciliations.

BUILD A BETTER PROCESS
Transform your financial close with an automatic workflow approval process, email alerts, and the ability to schedule and track system and human tasks. Reduce or eliminate error-prone spreadsheets and the binders, boxes, and storage rooms in which they reside.
THE FINANCE CONTROLS AND AUTOMATION SUITE

ACCOUNT RECONCILIATIONS
Eliminate spreadsheets and manage all of your reconciliations from a central platform with a role-based workflow approval process, real-time dashboards, standardized reconciliation templates, and rules-driven auto-certification. The application includes embedded controls and can automatically integrate with virtually any ERP system.

TASK MANAGEMENT
Manage your accounting and finance tasks from a centralized, web-based platform with a workflow approval process, real-time metrics and analytics, and automatic email alerts. Common task lists: month-end close; auditor PBC lists; operational checklists; exception handling and research; tax filings; compliance controls; and recurring journals.

TRANSACTION MATCHING
Streamline and automate detail-heavy reconciliations, such as bank recons, credit card matching, intercompany recons and invoice-to-PO matching. The state-of-the-art matching engine allows users to define their matching logic and quickly manage any exceptions.

JOURNAL ENTRY
BlackLine adds automation and control to the manual Journal Entry process. Create, review, and approve journals, then electronically certify and store them with all supporting documentation. Journals can be posted to the general (or sub-) ledger automatically.

VARIANCE ANALYSIS
Automatically identifies account changes requiring explanation based on user-defined rules. Accountants can then be automatically assigned to explain fluctuations in account balances and the application rolls their analysis up into powerful, detailed management reports.

CONSOLIDATION INTEGRITY MANAGER
Manage and automate any system-to-system, multi-statutory, or 2nd level reconciliation. Includes the same robust workflow approval process and reporting as other products with the ability to roll up multiple accounts or track your topside adjustments.

Track reconciliations, open items, journal entries, tasks or other aspects of the close.

Automatically compare millions of bank, intercompany, credit card or other items per minute.
FAST FACTS

100-600% TYPICAL ROI*

< 6 MONTHS PAYBACK TIME*

24/7/365 LIVE SUPPORT

+98% CLIENT RETENTION

*Independently verified. Visit blackline.com/resources for more information.

• BlackLine is ERP/data agnostic and can integrate with virtually any general ledger, sub-ledger, POS, billing, or treasury system.

• Highly configurable platform for fast and easy deployment.

• Free training is provided through live webinars and BlackLine U, an innovative learning management system.

• Global Support is available live 24/7/365.

• 99.9% uptime (excluding scheduled maintenance) and robust disaster recovery ensures a 1 hour RPO and a 2 hour RTO.

• Compliant with all of the following security audit standards: ISO27001, SSAE16, SOC2, SOC3, and ISAE3402.

• All data is encrypted in transit and at rest.

100+ Countries, 100,000+ Users

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Los Angeles New York
London Chicago
Sydney Atlanta
100,000 accountants and 900+ companies perform their balance sheet account reconciliations in BlackLine. These companies have realized the following benefits:

**EFFICIENCY**
Create a faster, more efficient close. Rules-based automation lets you stress less and say goodbye to late nights and past-due reconciliations.

**VISIBILITY**
Real time dashboards and reporting give you unprecedented visibility into reconciliation status, timeliness, content and quality.

**CONTROL**
Designed by accountants with a focus on compliance and control. BlackLine makes sure that recs are done right and audits run smoothly.

- Rules-based auto-reconciliation typically system-certifies 40-65% of your accounts each month
- Role-based workflow approval process with built-in segregation of duties
- Configurable, real-time dashboards and more than 80 standard reports
- Automatically import data from any ERP or subledger system
- Full multi-currency and multi-language support
- SaaS tool with industry leading security, availability and accessibility
Configurable reconciliation templates help companies standardize the reconciliation process across all business units, improving the quality of reconciliations and easing both reviews and audits.

1. **Schedule & Supporting Items**
   
   Build, import, or bulk-import any schedules, prepaids, or accruals. Address unidentified differences with reconciling items. BlackLine automatically ages all items.

2. **Previous Period**
   
   Compare current and prior account reconciliations with a click of the mouse.

3. **Unidentified Difference**
   
   Automatically calculates (in real-time) your unidentified difference for all reconciliations. Configurable certification thresholds ensure adherence to company policy.

4. **GL Balance**
   
   Automatically import your GL Balances from any ERP or subledger system. If your rec has been completed and the balance changes, BlackLine decertifies the rec and alerts users via email.

5. **Comments**
   
   Attach comments to a reconciliation and choose whether to keep them for one period, carry them forward, or mark them as temporary review notes.

6. **Supporting Documents**
   
   Eliminate binders and boxes by uploading supporting documents. Files can be uploaded once and carried forward if necessary. BlackLine can accept any file format.
Companies of all sizes manage their close from end-to-end with BlackLine’s Task Management product.

**CHECKLISTS**
Manage your month-end tasks, recurring journal entries, compliance controls, operational checklists, and auditor PBC lists from one centralized close platform.

**CONTROL THE CLOSE**
Peace of mind matters. Real-time dashboards and reports can transform your close with unmatched transparency and business intelligence.

**COMPLIANCE**
BlackLine lets you structure and schedule your close in keeping with best practices and company policy so that audits run smoothly and you will always close on time.

- Automatically schedule recurring close tasks each period
- Dependencies ensure that tasks are completed in the correct order
- Configurable time tracking allows you to compare expected versus actual completion times
- Role-based workflow approval process with built-in audit-trail
- Multiple, distinct holiday calendars and support for multiple time zones
- Logically schedule your close using business days, calendar days, or weekdays as well as configurable periods
1. **Task Calendar**
Outlook-style task calendar color codes by task and timeliness.

2. **Configurable Task Segments**
Apply Task Management to any type of recurring, project, or ad-hoc task.

3. **Due Dates**
 Automatically schedule recurring tasks in relation to your period-end date. You can also set up custom frequencies or calendars.

4. **Comments**
Attach comments to all tasks. These can be temporary review notes, one-time comments, or recurring text that carries forward to future tasks.

5. **Documents**
Do away with paper. Upload supporting documentation to BlackLine’s secure, centralized document repository.

6. **Actual Completion Time**
Management can compare the actual completion time to the expected completion time to determine where resources can be best allocated. Also assists with outsourcing.

7. **Certification Details**
Full audit trail tracks and timestamps all certification events for all users.

8. **Task Dependencies**
Task dependencies allow the creation of hierarchical parent/sub-task relationships and give you the ability to carefully structure your entire close in BlackLine.
TRANSACTION MATCHING

BlackLine clients automatically reconcile hundreds of millions of transactions each month with the Transaction Matching tool.

SPEED
BlackLine matches millions of transactions each minute, so you can shorten your close, eliminate tedious manual labor, and get more out of your accountants.

EXCEPTIONS
Quickly identify and address exceptions in any matching scenario, regardless of file format, data quality, or volume.

FLEXIBILITY
BlackLine’s user-defined, logic-driven process lets you automate any cash, credit card, inter-company, or other high volume reconciliation.

• Configurable, rules driven process in which all logic is owned by the business users
• Create one-to-one, many-to-one, and many-to-many matches
• Email alerts and a role based workflow process assist with exception handling
• Create automatic or suggested match types. Assign configurable reason codes for journal creation
• Perform look-ups, concatenation, parsing or custom data manipulation automatically with BlackLine’s import utility
• Automatically import information from any editable file format or data source
• Create reconciling items and adjusting journal entries in bulk based on user-defined logic
“That transaction matching [product] reduced a key account reconciliation, a bank recon, from 30-person days down to 3-person days.”

–Blue Cross Blue Shield of Tennessee - Michael Woodard, Manager of Financial System Support

1. Match
Users can manually match transactions. Manual matches can be made subject to a workflow approval process.

2. Create Item
Required adjustments or timing items can be quickly created and moved to a reconciliation.

3. MyViews
Create and save custom views of your data for ease of research.

4. Reason Codes
User-defined reason codes allow you to quickly organize and report on millions of matched transactions or exceptions.

5. Filter & Search
All data can be quickly filtered and/or searched by users in order to identify exceptions or potential manual matches.

6. Role Assignments
Standard workflow approval process ensures you maintain control over your high-volume reconciliations.

7. Data Sources
Automatically import and match on any data types. Matching scenarios can include any combination of data sources (as few as one with no upper limit). You can also filter a data source down to ensure you’re targeting the right data.
JOURNAL ENTRY

Create, validate, support, and approve all of your manual journal entries before posting from one central, web-based platform.

WORKFLOW & VISIBILITY
Track and review every single journal entry with BlackLine’s electronic workflow and real-time reporting capability.

SUPPORT
Attach supporting documentation and automatically retrieve document IDs for every journal entry. If necessary, tie each JE to the appropriate reconciling item or matching transaction.

EASY AUDITS
Go paperless and cruise through your audits with a full audit trail on each JE and dedicated internal/external auditor roles.

- Configurable journal entry templates designed to precisely capture information based on journal type
- Validation rules eliminate failed journal posts and can be automatically retrieved from the GL
- Attach and store supporting documents in any file format
- Automatically post journals and retrieve Document IDs or Journal Numbers from the GL
- Dynamic workflow automatically routes JEs to the appropriate individuals for approval
- Flexible workflow approval process can be based off of amount thresholds
- Post journals to multiple systems automatically
JOURNALS GRID

1. JE Status
   Monitor and report on the status of all JEs, from creation to automatic posting.

2. Workflow Status
   Electronically route JEs for approval.

3. Import from Excel
   Quickly import completed or partially completed Journals from excel. This is useful when report writers or 3rd party systems write thousands or tens of thousands of lines to a spreadsheet.

JOURNAL ENTRY TEMPLATE

4. Header Items
   Header items are configured to match your journal templates and general ledger. All fields are backed by validation rules, which prevent users from entering bad data. For systems/journals where header fields are not required, this section becomes an optional but useful reference tool.

5. Line Items
   Like header items, Line items are configured to meet client needs. Items can be keyed in by a preparer or imported in bulk. Users can define logic and validation for this section as well.

6. Items
   Each Journal entry can be linked to the account reconciliations product and associated with the reconciling items it addresses.

7. Supporting Documentation
   Upload supporting documents in any file format.

8. Certification Details
   BlackLine automatically identifies and displays different steps in the process, including the dates on which workflow or posting events occur. This data is available to management and auditors.
VARIANCE ANALYSIS

BlackLine’s automated flux analysis streamlines efforts to track and analyze account variation and budgets/forecasts against actuals for both P&L and balance sheet accounts.

EARLY WARNING

Variance analysis is a crucial part of the risk management process. BlackLine proactively monitors and flags accounts that vary outside an expected range, giving you advance notice so you’re never caught off guard.

AUTOMATION

BlackLine’s variance analysis product replaces a manual, spreadsheet-dependent process with business logic. Client-defined rules precisely identify unexpected fluctuations across target entities and account groups, types, or ranges.

WORKFLOW

Once flux is identified, BlackLine intelligently assigns responsibility for explaining the variance, routes those explanations to management and rolls the results up into powerful, real-time dashboards and reports.

- Manage P&L and balance sheet accounts
- Automatically identify accounts in flux with precise variance rules
- Eliminate spreadsheets and perform all analysis in a central, web-based platform.
- Upload and store documents and attachments in support of analyses
- Standard variance codes let you gauge the impact of a trend across your entire organization
- Robust, real-time dashboards and reports
- Full multi-currency and multi-entity support.
1. **Automatic Balance Imports**
Load data to the BlackLine application as frequently as necessary. BlackLine integrates with virtually every ERP/GL on the market.

2. **Variance Items**
Users can create variance items, which represent a certain identified fluctuation. Each variance item also has a configurable item type, allowing management to gauge the impact of an event or trend on your books.

3. **Unexplained Amount**
BlackLine automatically examines balances and calculates the observed variation on an account, giving your user a starting point for their analysis.

4. **Supporting Documents**
Attach supporting documentation for every variance analysis or variance item.

5. **Workflow Approval**
Once certified by a user, a completed variance analysis template can be electronically routed to other users or management for review/approval.

6. **Period**
More than 15 different types of period comparisons to select from:
- Budgeted over actual
- Current period to 2nd prior quarter
- Current period to 3rd prior quarter
- Current period to prior period
- Current period to prior quarter
- Current period to prior year
- Current quarter to 2nd prior quarter
- Current quarter to prior quarter
- Current quarter to year end
- Month over month
- Quarter over Quarter
- Year over Year
- Year to-date

7. **Amount & Percentage Deltas**
Variance rules can calculate and monitor for fluctuations in value, percent change, or a combination of the two.

8. **Variance Groups**
Target groups of accounts and monitor their fluctuation in combination or in relation to each other.

9. **Targeting**
Target a rule at all accounts, globally, or apply it based on specific entity/account string filter.

**VARIANCE ANALYSIS TEMPLATES**

- **VARIANCE RULES**
Standardize, prepopulate, and automatically assign your variance analyses to the appropriate user.

“**We use the Variance Analysis Tool extensively to help us do what used to be done in tons and tons of spreadsheets. We now are able to select ranges and do our variances. Overall, BlackLine has been a great help to us.”**

-- Georgia Roe, System Administrator, AIG

BlackLine’s variance rules rely on user-defined logic and can be run ad-hoc or every time a scheduled balance import occurs.
CONSOLIDATION INTEGRITY MANAGER

BlackLine’s Consolidation Integrity Manager automates the tedious system-to-system reconciliation process companies perform each month. The formerly excel-driven process of comparing multiple ledgers to a consolidation system is replaced by an efficient, seamless workflow.

SYSTEM CERTIFICATION
BlackLine automatically reconciles accounts where the balances tie out, meaning that you only have to worry about a fraction of your consolidation reconciliations each month and can dramatically shorten the time spent on this formerly manual process.

ACCOUNT ROLL-UP
With the ability to group accounts together, you can easily map your general ledger accounts to your consolidation system and reconcile at any level.

TOPSIDE ADJUSTMENT TRACKING
With real-time dashboards/reports and embedded controls, BlackLine allows you to monitor every topside journal entry and ensure that you never miss a late adjustment.

- Auto-reconciliation where accounts are in balance
- Easy-to-manage account grouping facilitates roll-up reconciliations
- Real-time dashboards and reports
- Electronic workflow approval process
- Full audit trail records all certification events
- Attach and store supporting documentation
- Email notification and automatic decertification should a balance change
- Easy access to related data in BlackLine for research
As with all reconciliations in BlackLine, CIM reconciliations are automatically populated, allow users to attach comments & supporting documents, and are routed through an electronic, role-based workflow approval process.

1. Auto-Reconciliation
Using a rules-based process, BlackLine can system-certify accounts where the unidentified difference falls beneath a certain threshold. Most companies auto-reconcile the vast majority of their consolidated recs.

2. Consolidation Balance
Data from virtually any third party system, including all major consolidation tools, can be imported into BlackLine on a scheduled basis. If this balance or the GL Total below are changed by an automatic import, the application will automatically decertify the reconciliation and notify a user.

3. Account Roll-up
Easily defines relationships between different systems and reconcile at any level by grouping accounts together. BlackLine will also automatically subtotal all grouped accounts and associated items.

4. Balance Sheet Reconciliation Link
Quickly access the corresponding account reconciliation (as well as any reconciling items and documentation) for research purposes.

5. Supporting Items
User-created supporting items serve as placeholders should an exception or late journal entry be identified. These items are tracked and aged automatically, offering management full visibility into the consolidation reconciliation process.

6. Unidentified Difference
Each template automatically calculates the unidentified difference between the Consolidation Balance and the GL Total. Once this number is sufficiently reduced, a user can certify the reconciliation.