

List of SoftCAAT Ent Functions with Brief Descriptions

No.	Tab (T)	Panel (P)	Functions (F)	Tool Tips/Brief Descriptions	Type
1	File			Provides options to create a auditee, audit, file and password.	T
2	File	Auditee		Provides options to create, modify and delete the Auditees.	P
3	File	Auditee	New	Allows to create a new Auditee.	F
4	File	Auditee	Open	Open an already created Auditee.	F
5	File	Auditee	Delete	Removes the Auditee completely.	F
6	File	Audit		Provides options to create and modify audit details under current auditee.	P
7	File	Audit	New	Allows to create a new Audit.	F
8	File	Audit	Delete	Removes the Audit and files under it completely.	F
9	File	File		Provides options to create a duplicate table, rename table, delete and print preview from auditee.	P
10	File	File	Save	Creates copy of the current active file.	F
11	File	File	Rename	Used to Rename the current active child file.	F
12	File	File	Delete	Remove the current active file.	F
13	File	File	Print Preview	Preview and make changes before printing.	F
14	File	Password		Provides options to create, modify and delete the password for current table.	P
15	File	Password	Create	Is used to protect the files in the software by making it as password protected file.	F
16	File	Password	Change	Edit the existing password.	F
17	File	Password	Remove	Delete the existing password on the file.	F
18	File		Exit	Close SoftCAAT with all tables.	F
19	Home			Provides options to Import different types of files as selected for performing functions of software.	T
20	Home	Import Data		Provides options to Imports different types of file to SoftCAAT under the current table.	P
21	Home	Import Data	Std PC/ODBC	Import files into SoftCAAT from different formats such as: MS Excel, MS Access, HTML, Database, ODBC, Text files data from clipboard, etc.	F
22	Home	Import Data	Fixed Width	Import a text file into SoftCAAT and segregate it into columns as required.	F
23	Home	Import Data	FRS	Create, modify or import files based on FRS (File Record Structure).	F
24	Home	Copy		Provides options to select all records from current table and copy to clipboard.	P
25	Home	Copy	Copy	Copy the selection in the current file to the clipboard.	F
26	Home	Navigate		Provides options to navigate to particular row, get records based on condition and Set field order to display.	P
27	Home	Navigate	Goto	Go to a specific row or column in the current file.	F

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28	Home	Navigate	Prioritize	Re-order columns in the current file.	F
29	Home	Navigate	Records	View a specified number of records based on percentage or number.	F
30	Home	Columns		Provides options to hide and unhide columns.	P
31	Home	Columns	Hide	Hide the selected column.	F
32	Home	Columns	Unhide	Unhide the selected column.	F
33	Home	Tree		Provides options to set the auditee and audit datas to expand and collapse for current auditee.	P
34	Home	Tree	Expand	Expand the selected audit/ auditee/ file to view sub-files.	F
35	Home	Tree	Collapse	Collapse the selected audit/ auditee/ file to hide sub-files from view.	F
36	Home	Find In		Provides options to find the values in files, audit and auditee.	P
37	Home	Find In	File	Find specified data in the selected column of the current file.	F
38	Home	Find In	Audit	Find specified data in the files of the entire audit based on the type of value.	F
39	Home	Find In	Auditee	Find specified data in the files of the entire auditee based on the type of value.	F
40	Home	Find		Provides options to find and replace the values in current file.	P
41	Home	Find	&Replace	Find a value and replace it with another in the current file. Results of this function will be saved into in a sub-file.	F
42	Home	View Details		Provides options to view the details of file, audit and auditee.	P
43	Home	View Details	File	View the data type and short name of the columns in the current file.	F
44	Home	View Details	Audit	View audit details such as audit name, auditee name, start date, end date, audit objectives, auditee team, audit team, etc.	F
45	Home	View Details	Auditee	View the auditee's contact details, organisational details, IT resources and auditee team details.	F
46	Home	View File In		Provides options to view current file in different formats like Excel, html, notepad, etc.	P
47	Home	View File In	MS Excel	View the current file in MS Excel.	F
48	Home	View File In	Notepad	View the current file in Notepad.	F
49	Home	View File In	Mail	Export the current file onto your computer in specified format and attach it to a mail in your default email software.	F
50	Curate			Curate refers to transforming data in a standard structure to be usable for data analysis as required. Curation of data ensures that data is formatted and purified for use in data analytics.	T
51	Curate	Remove Characters		Provides options to remove specific characters From the table.	P
52	Curate	Remove Characters	Non - Alpha	Removes non-alphabetic characters in the selected column(s).	F

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53	Curate	Remove Characters	Non - Num	Removes non-numeric characters in the selected column(s).	F
54	Curate	Remove Characters	Non - AlphaN	Removes non-alphabetic and non-numeric characters in the selected column(s).	F
55	Curate	Remove Spaces		Provides options to remove spaces From the tables.	P
56	Curate	Remove Spaces	Multiple	Removes multiple spaces and replaces them with a single space in the selected column(s).	F
57	Curate	Remove Spaces	Leading	Removes leading spaces in the selected columns.	F
58	Curate	Remove Spaces	Trailing	Removes trailing spaces after the last character in the selected columns.	F
59	Curate	Remove Spaces	Begin&End	Removes all spaces before and after the first and last characters respectively in the selected columns.	F
60	Curate	Remove Spaces	All	Removes all spaces in the selected columns.	F
61	Curate	Remove 'X' Characters		Provides options to remove X characters From the table.	P
62	Curate	Remove 'X' Characters	Leading	Removes 'X' (specified) number of characters from the left in the current column.	F
63	Curate	Remove 'X' Characters	Ending	Removes 'X' (specified) number of characters from the right in the current column.	F
64	Curate	Remove 'X' Characters	Specific	Removes the selected characters, numbers and special characters in the selected columns.	F
65	Curate	Remove 'X' Characters	All	Removes all characters in the current column after the specified position.	F
66	Curate	Delete		Provides options to remove specific empty rows & columns from the table.	P
67	Curate	Delete	Empty Row(s)	Deletes all empty rows in the table.	F
68	Curate	Delete	Empty Column(s)	Deletes all empty columns in the table.	F
69	Curate	Convert		Provides options to convert data as per specific formats.	P
70	Curate	Convert	PDF Format	Publishes a copy of the selected Table in PDF format in the same location as the original.	F
71	Curate	Convert	Numeric	Converts the data in the selected columns to number format.	F
72	Curate	Convert	Character	Converts the data in the selected columns to Character format.	F
73	Curate	Convert	Date	Converts the data in the selected columns to Date format.	F
74	Curate	Convert	Currency	Converts the data in the selected columns to Currency format.	F
75	Curate	Format Case		Provides options to change the character case of data or sheet name.	P
76	Curate	Format Case	Lower	Converts text to lower case in the selected column.	F
77	Curate	Format Case	Upper	Converts text to upper case in the selected column.	F
78	Curate	Format Case	Title	Converts text to title case in the selected columns where, the first letter of every word is capitalised.	F

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No.	Tab (T)	Panel (P)	Functions (F)	Tool Tips/Brief Descriptions	Type
79	Curate	Format Case	Sentence	Converts text to sentence case in the selected column where, the first letter of the sentence in the column is capitalised.	F
80	Curate		Reverse Polarity	Reverses the sign value in the data of the selected numeric columns.	F
81	Profile			Data profiling refers to the act of analysing the data contents to get an overall perspective of data. This helps in validating data at a macro level and assessing whether the data is correct and complete.	T
82	Profile	Statistics		Displays the topmost or bottommost 'x' number of records in a column.	P
83	Profile	Statistics	Top / Last X	Displays the topmost or bottommost 'x' number of records in a column.	F
84	Profile	Statistics	Column Properties	Displays column properties such as number of valid cells, blank cells, total number of cells and data type of all columns.	F
85	Profile	Stratify		Provides options to group numeric, date and character data into specific strata.	P
86	Profile	Stratify	Numeric	Groups numeric data into different strata based on intervals.	F
87	Profile	Stratify	Date	Groups dates into different strata based on intervals.	F
88	Profile	Stratify	Character	Groups characters into different strata based on intervals.	F
89	Profile	Stratify	Key Field	Groups numeric data into different strata based on intervals. Data is displayed based on selected values.	F
90	Profile	Stratify	Aging 2 Fields	Computes difference of selected two columns and stratifies on specified intervals for computed date difference.	F
91	Profile	Summarize		Provides options to summarize numeric data.	P
92	Profile	Summarize	Quick	Groups each distinct value in a numeric column and displays corresponding count and sum with options to perform further analysis by computing on selected fields/compare with other existing/result fields to identify exceptions.	F
93	Profile	Summarize	Key Field	Groups each distinct value in a numeric column and displays corresponding count and sum. Data is displayed based on selected keyfield.	F
94	Profile	Summarize	Classify	Groups each distinct value in a character column and displays corresponding count/ sum with option to display average, min. & max. value for each group with options to perform further analysis by computing on selected fields/compare with other existing/result fields.	F
95	Profile	Summarize	Aging	Groups and totals all records that are within and beyond the aging date based on the specified aging intervals.	F

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No.	Tab (T)	Panel (P)	Functions (F)	Tool Tips/Brief Descriptions	Type
96	Profile	Totals		Provides options to computes count, sum and cumulative total.	P
97	Profile	Totals	Count/Sum	Displays count/sum of values in the selected numeric range/columns with options to perform further analysis by computing on selected fields/compare with other existing/result fields.	F
98	Profile	Totals	Avg \ Min \ Max	Displays Average \ Min.\ Max. for selected numeric range/columns.	F
99	Profile	Totals	Cumulative	Displays cumulative total or sub-total for the selected numeric column.	F
100	Profile	Classification		Provides options to groups items as per statistical classification and displays items in groups as quadrants, percentiles, clusters and patterns.	P
101	Profile	Classification	Quadrants	Displays items in four quadrants as per the specified the percentage for each category for selected two numeric columns.	F
102	Profile	Classification	Percentiles	Displays items in specific percentages as per default/specified percentage for a selected column with option to group by a specific field.	F
103	Profile	Classification	Clusters	Displays summary of data for selected column with option to group by specified field so that each cluster has data of similar characteristics as specified.	F
104	Profile	Classification	Patterns	Displays in selected ascending/descending order (based on count/sum/product) the summary of groups of data for selected column with option to group by specific field.	F
105	Profile	Data		Provides options to analyse data to understand overall perspective at macro level.	P
106	Profile	Data	Extract	Extract the selected column.	F
107	Profile	Data	Export	Export current table values to new file with selected delimiter option.	F
108	Profile	Data	Text2Col	Segregate single column to multiple column with selected split option.	F
109	Profile	Data	Remarks4Conditions	Add new column(s) with remarks added (single/multiple) based on manual entry or auto selection, for single or multiple conditions for specified column(s).	F
110	Profile	Search		Provides options to find/ find and replace data based on specified inputs.	P
111	Profile	Search	Column(s)	Finds the specified value in the selected columns.	F
112	Profile	Search	Rows	Finds one or multiple values in the same row.	F
113	Profile	Search	MultValues	Finds one or multiple values in the current Table.	F
114	Profile	Search	&Replace Mult	Finds and replaces multiple values in the current column.	F
115	Analysis			Analysis refers to examining the data in detail to discover essential features by breaking data into specific components by grouping, identifying and reviewing specific features.	T
116	Analysis	Identify Duplicates		Provides options to identify duplicates and unique values.	P

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117	Analysis	Identify Duplicates	Duplicates	Display all duplicate records in the selected columns.	F
118	Analysis	Identify Duplicates	Uniques	Display all records that are unique in the selected columns,	F
119	Analysis	Identify Duplicates	&Remove	Displays all unique records and one record form each of the duplicate records.	F
120	Analysis	Identify Duplicates	SameSameDiff	Displays records where the values in one/more selected columns are same but different in another column.	F
121	Analysis	Identify Duplicates	Same Row	Displays duplicate values (character/ date/ numeric) in the same row.	F
122	Analysis	Gaps		Provides options to Identiy gaps in numeric, date and character values based on intervals.	P
123	Analysis	Gaps	Numeric	Displays all successive numeric records whose difference is within the given interval.	F
124	Analysis	Gaps	Date	Displays all successive date records whose difference is within the given interval.	F
125	Analysis	Gaps	Character	Displays all successive alphanumeric records whose difference is within the given character mask.	F
126	Analysis	Outliers By		Provides options to display records that do not match a specified character mask or value.	P
127	Analysis	Outliers By	Mask	Displays records that do not match a defined mask where 'C' represents characters and 'N' represents numbers.	F
128	Analysis	Outliers By	Bounds	Displays records whose mask matches the selected condition. Also finds records that match a value at specific positions.	F
129	Analysis	Outliers By	Numbers	Displays records that exceeds 'x' number of times, the average/standard deviation of the selected numeric column.	F
130	Analysis	Identify		Provides options to data based on specific format as per identify format.	P
131	Analysis	Identity	Format	Identifies the format of each row in the selected column as 'C' for characters and 'N' for numbers with options to show field length and identify exceptions.	F
132	Analysis	Change Seq.		Provides options to display changes in date/numeric columns, values in cells/rows in selected table.	P
133	Analysis	Change Seq.	Date	Finds the difference between two successive dates.	F
134	Analysis	Change Seq.	Numeric	Displays missing values in a numeric sequence.	F
135	Analysis	Change Seq.	Compare	Compares all values of two selected Tables and displays differences between cells, rows added or deleted.	F
136	Analysis	Change Seq.	Identify	Compares two Tables cell-by-cell and Displays all changes or non-changes and displays comments with changes or a list of changes.	F

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No.	Tab (T)	Panel (P)	Functions (F)	Tool Tips/Brief Descriptions	Type
137	Analysis	Fuzzy Match		Provides options to arrange, normalise, find near/similar data by applying fuzzy logic. Find words with phonetic similarities (similar sounding words with the same / different spelling).	P
138	Analysis	Fuzzy Match	Arrange	Displays similarities in two values by eliminating transposition.	F
139	Analysis	Fuzzy Match	Near	Compares two values or columns and returns true if the specified difference between two fields is equal to or less than the specified difference otherwise returns false.	F
140	Analysis	Fuzzy Match	Normalize	Removes special characters, multiple spaces, leading and trailing spaces in a column.	F
141	Analysis	Fuzzy Match	Similar	Compares two values and applies transformation to find strings that are similar.	F
142	Analysis	Fuzzy Match	Soundex	Soundex displays the four-digit Soundex code for selected/ specified data from columns to identify exact/ approximate phonetic similarities.	F
143	Analysis	Fuzzy Match	SoundsLike	SoundsLike displays similarity of words from two columns based on exact/ approximate Soundex codes.	F
144	Analysis	Sort		Provides options to sorts the data in one or more table based on selected options.	P
145	Analysis	Sort & Filter	Ascend	Sort data on multiple criteria	F
146	Analysis	Sort & Filter	Descend	Sort data on multiple criteria	F
147	Analysis	Sort & Filter	Fields	Sort data on multiple criteria based on selected column	F
148	Analysis	Filter		Provides options to apply or remove dynamic filters.	P
149	Analysis	Filter	Select	Displays all records that are the same as selected columns.	F
150	Analysis	Filter	Clear	Removes all applied filters.	F
151	Analysis	Split Table By		Provides options to splits the current table into multiple tables based on date, column values and by segment.	P
152	Analysis	Split Table By	Group	Splits the current table into multiple tables based on each distinct value.	F
153	Analysis	Split Table By	Date	Splits the current table into multiple tables based on the selected period.	F
154	Analysis	Split Table By	Segment	Displays the specified split value of a column based on the selected delimiter.	F
155	Analysis	Split Table By	Values	Splits the current table into multiple tables based on specified values.	F
156	Analysis	Split Table By	DateTime	Splits combined date and time column into separate columns of date and/or time as specified.	F
157	Analysis	Split Table By	Columns	Splits the current worksheet into specific number of worksheets and creates new worksheets with common and unique cols as specified.	F

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158	Explore			Explore refers to examining the data in detail to discover essential features by breaking data into specific components by grouping, identifying and reviewing specific features.	T
159	Explore	Classifier		Provides options to groups items as per statistical classification (on x and y axis) and displays group of items such as quadrant, percentile, cluster or pattern.	P
160	Explore	Classifier	Quadrant	Displays items in four quadrants as per the specified percentage for each category.	F
161	Explore	Classifier	Percentile	Displays items in specific percentages as per default/specific percentage given.	F
162	Explore	Classifier	Cluster	Displays summary of groups of data from selected set of 2 columns such that each cluster has data of similar characteristics as specified.	F
163	Explore	Classifier	Pattern	Displays in selected ascending/descending order (based on count/sum/product) the summary of groups of data.	F
164	Explore	Stratum		Provides options to groups numeric/date/character data and displays data for different strata.	P
165	Explore	Stratum	Numeric	Groups numeric data and displays the data in different tabs for each strata.	F
166	Explore	Stratum	Date	Groups date-related data and displays the data in different tabs for each strata.	F
167	Explore	Stratum	Character	Groups character-related data and displays the data in different tabs for each strata.	F
168	Explore	Analysis		Provides options to analyse key features of data using various types of analysis such as Pareto, ABC, Relative size and Max. Variance Factor.	P
169	Explore	Analysis	Link	Identify relationship between 2, 3 or more files based on selected fields and display results in horizontal/columnar for various options of matching/unmatching.	F
170	Explore	Analysis	Pareto	Displays items in two separate categories as per the Pareto (80:20) rule/specific percentage given for each category.	F
171	Explore	Analysis	ABC	Displays items in three separate categories as per the specific percentage given for each category.	F
172	Explore	Analysis	ABCD	Displays items in four separate categories as per the set criteria of low-low, low-high, high-low and high-high categories.	F
173	Explore	Analysis	Aging	Groups date-related data and displays data in different intervals of data.	F
174	Explore	Analysis	DayOfWeek	Groups and displays data for each day of week in different tabs for each day.	F
175	Explore	Analysis	Quarterly	Groups and displays data in four separate tabs for each of the quarters.	F
176	Explore	Analysis	Monthly	Groups and displays data in twelve separate tabs for each of the Months.	F

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177	Explore	Analysis	RSF	Displays the variation between highest value and second highest value in terms of difference and multiple (difference/second highest value) for specified numeric column.	F
178	Explore	Analysis	MVF	Displays variation between maximum and minimum value and the differential factor in multiple (difference/minimum) for specified numeric column.	F
179	Investigate			Investigate refers to observing or inquiring the data in detail. This involves systematic examination of data by making a detailed inquiry or search to discover facts and insights to be able to come to a conclusion.	T
180	Investigate	Investigate	MIS	Displays the count, total, minimum, maximum and average of records for the selected period.	F
181	Investigate	Query		Provides options to query and analyse based on exceptions, numbers, characters and verify numerical data.	P
182	Investigate	Query	Numeric	Displays numbers which are rounded off, 999, 0 and those which begin and/or end with specific numbers and also blank cells in the selected numeric column.	F
183	Investigate	Query	Characters	Displays characters that begin and/or end with specific letters or words.	F
184	Investigate	Query	Exceptions	Displays records based on up to three AND/OR conditions.	F
185	Investigate	Query	List2Find	Displays items for selected list for date, numeric or character fields.	F
186	Investigate	Query	List to Filter	Filters/Extracts & Displays items for selected field for (single/multiple inputs) of date, numeric or character types.	F
187	Investigate	Query	Filter & Extract	Displays not just rows but the complete voucher details for the specified ledger/field and combination of selected common field(s).	F
188	Investigate	Query	DynQuery	Displays specific records based on the selected values/ condition.	F
189	Investigate	Statistics		Provides options to advanced statistical functions such as trend analysis, Benford's law, and correlation.	P
190	Investigate	Statistics	BenLaw	Displays variance in patterns of numeric data based on Benford's Law.	F
191	Investigate	Statistics	Trend Analysis	Displays the difference between actual values and trend-fit values based on patterns of numeric data.	F
192	Investigate	Statistics	Time Series	Displays the difference between actual values and trend-fit values based on patterns of numeric data.	F
193	Investigate	Statistics	Correlation	Displays the linear relationship between two numeric columns.	F

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194	Investigate	Templates		Provides options to provides ready-made templates for verifying patterns of data, authentication check, analytical review and insert multiple copies of selected table.	P
195	Investigate	Templates	Validate Patterns	Finds variances in patterns of standard formats such as PAN, TAN, GSTIN, Aadhar numbers and user specified criteria.	F
196	Investigate	Templates	Validate GSTIN	Displays whether selected single GSTIN or multiple GSTIN as per selected column is valid/invalid and provides specific category of assessee.	F
197	Investigate	Templates	Luhn Algorithm	Finds records that are in conformance to Luhn Algorithm for credit card numbers (12 to 19 digits) in the selected columns.	F
198	Investigate	Templates	AuthenCheck	Displays the records by joining two tables based on common field on specific condition.	F
199	Investigate	Templates	Analytical Review	Displays the difference between values of two numeric columns in number and in percentage.	F
200	Investigate	Templates	Back Trans	Identify back-dated entries based on sequential relationship of Numeric/AlphaNumeric field and Date field and also identify duplicates (on primary field) or gaps for selected field (numeric/date).	F
201	Investigate	Templates	Compute Age	Compute age based on current date/ specified date on the selected date column.	F
202	Investigate	3D Reports		Provides options to generate month-wise breakup for various reports such as MIS, Stratify numeric/character/aging and aging on selected intervals.	P
203	Investigate	3D Reports	Stratify-Numeric	Displays the Month-wise break-up by Grouping numeric data into different strata based on selected intervals.	F
204	Investigate	3D Reports	Stratify-Character	Displays the Month-wise break-up by Grouping character data into different strata based on selected intervals.	F
205	Investigate	3D Reports	Stratify-Aging	Displays the Month-wise break-up by Grouping date-related data into different strata based on selected intervals.	F
206	Investigate	3D Reports	MIS	Displays the Month-wise break-up for selected options in MIS reports such as: Day of week, Day of Year, Day of Month, etc.	F
207	Investigate	3D Reports	Aging	Displays the Month-wise break-up for selected options of ageing intervals.	F
208	Trendline			Groups items as per trendline for selected group and displays relevant trend values in columns with Sparklines or charts based on results of various types of analysis.	T

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209	Trendline	Stratify		Displays trendline results as per stratified data of Numeric, Date and Character fields.	P
210	Trendline	Stratify	Numeric	Displays list of values (trend) in columns for Groups of numeric data as per different strata based on intervals for specified conditions of occurrence or variance with option to display sparklines or chart.	F
211	Trendline	Stratify	Character	Displays list of values (trend) in columns for Groups of character data as per different strata based on intervals for specified conditions of occurrence or variance with option to display sparklines or chart.	F
212	Trendline	Stratify	Date	Displays list of values (trend) in columns for Groups of date type data as per different strata based on intervals for specified conditions of occurrence or variance with option to display sparklines or chart.	F
213	Trendline	Stratify	Aging2Fields	Displays list of values (trend) in columns for Groups of aging data as per different strata based on intervals for specified conditions of occurrence or variance with option to display sparklines or chart.	F
214	Trendline	Classified		Displays trendline results for statistical classification (on x and y axis) for items grouped (count >1 or specified no.) as per quadrant, percentile, cluster or pattern.	P
215	Trendline	Classified	Quadrant	Displays list of values (trend) in columns results for range of values for selected quadrants for selected two numeric columns on specified conditions of occurrence or variance with option to display sparklines or chart.	F
216	Trendline	Classified	Percentile	Displays list of values (trend) in columns for selected percentile for selected two numeric columns on specified conditions of occurrence or variance with option to display sparklines or chart.	F
217	Trendline	Classified	Cluster	Displays list of values (trend) in columns for selected cluster for selected two numeric columns for specified conditions of occurrence or variance with option to display sparklines or chart.	F
218	Trendline	Classified	Pattern	Displays list of values (trend) in columns for selected patterns for selected two numeric columns on specified conditions of occurrence or variance with option to display sparklines or chart.	F

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219	Trendline	Classification		Displays trendline results as per statistical classification for items grouped (count >1 or specified no.) as quadrants, percentiles, clusters and patterns.	P
220	Trendline	Classification	Quadrants	Displays list of values (trend) in columns for selected quadrant for selected columns/group on specified conditions of occurrence or variance with option to display sparklines or charts.	F
221	Trendline	Classification	Percentiles	Displays list of values (trend) in columns for selected percentile for selected columns/group on specified conditions of occurrence or variance with option to display sparklines or chart.	F
222	Trendline	Classification	Clusters	Displays list of values (trend) in columns for selected columns/group of selected cluster on specified conditions of occurrence or variance with option to display sparklines or chart.	F
223	Trendline	Classification	Patterns	Displays list of values (trend) in columns for selected patterns for selected columns/group on specified conditions of occurrence or variance with option of sparklines or chart.	F
224	Trendline	Analysis		Displays Trendline results for group (count >1 or specified no.) of records based on outliers, Pareto, ABC, ABCD and Aging analysis.	P
225	Trendline	Analysis	Outliers	Displays list of values (trend) in columns for results of outlier analysis on specified conditions of occurrence or variance with option to display sparklines or chart.	F
226	Trendline	Analysis	Pareto	Displays list of values (trend) in columns for results of pareto analysis on specified conditions of occurrence or variance with option to display sparklines or chart.	F
227	Trendline	Analysis	ABC	Displays list of values (trend) in columns for results of ABC analysis on specified conditions of occurrence or variance with option to display sparklines or chart.	F
228	Trendline	Analysis	ABCD	Displays list of values (trend) in columns for results of ABCD analysis on specified conditions of occurrence or variance with option to display sparklines or chart.	F
229	Trendline	Analysis	Aging	Displays list of values (trend) in columns for results of aging analysis on specified conditions of occurrence or variance with option to display sparklines or chart.	F

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No.	Tab (T)	Panel (P)	Functions (F)	Tool Tips/Brief Descriptions	Type
230	Trendline	Results		Displays Trendline results for group of records (count >1 or specified no.) based on results of classified, RSF, MVF. Top (X) or MIS Results.	P
231	Trendline	Results	Classified	Displays list of values (trend) in columns for results of classified function on specified conditions of occurrence or variance with option to display sparklines or chart.	F
232	Trendline	Results	ListofValues	Displays list of values (trend) in columns for results of list of values function on specified conditions of occurrence or variance with option to display sparklines or chart.	F
233	Trendline	Results	RSF	Displays list of values (trend) in columns for results of RSF function on specified conditions of occurrence or variance with option to display sparklines or chart.	F
234	Trendline	Results	MVF	Displays list of values (trend) in columns for results of MVF function on specified conditions of occurrence or variance with option to display sparklines or chart.	F
235	Trendline	Results	Top (X)	Displays list of values (trend) in columns for results of Top (X) function on specified conditions of occurrence or variance with option to display sparklines or chart.	F
236	Trendline	Results	MIS	Displays list of values (trend) in columns for results of MIS function on specified conditions of occurrence or variance with option to display sparklines or chart.	F
237	Relate			Provides options to join, append or compare data in two tables based on specific criteria.	T
238	Relate		Join	Displays records after joining data from two tables based on common/ uncommon column values.	F
239	Relate		Join & Compute	Displays records with sum for selected columns for each of the rows after joining data from two worksheets based on common/ uncommon column values.	F
240	Relate		Join&Compute Multiple	Identify relationship between 2, 3 or more files based on selected field(s) and compute sum for selected fields and display results in horizontal/columnar for various options of matching/unmatching.	F
241	Relate		3-Way Matching	Displays records after joining data from up to three tables based on common/ uncommon column values.	F
242	Relate		Append	Displays records after appending multiple tables with the matched/unmatched record structure.	F
243	Relate		Consolidate	Displays the consolidated count and sum of each distinct value in the selected column in multiple tables.	F

List of SoftCAAT Ent Functions with Brief Descriptions

No.	Tab (T)	Panel (P)	Functions (F)	Tool Tips/Brief Descriptions	Type
244	Relate		Compare	Displays the count, sum/difference of two or more similar columns from two different tables with options to see results of different types of comparison in a separate Table.	F
245	Relate		CompareMultiple	Displays the count, sum/difference of two or more similar columns from two different Tables with options to see results of different types of comparison in a separate Table..	F
246	Relate		Cross Tab	Transpose and summarize large amounts of data for a 3-D view.	F
247	Sampling			Provides options to extract specific samples from the population based on specified criteria.	T
248	Sampling	Selection		Provides options to displays specific no. of selected records based on specific criteria such as Interval, Numbers or Top 'X' (Group By).	P
249	Sampling	Selection	Interval	Displays every nth record based on the interval given.	F
250	Sampling	Selection	Numbers	Display specific number of records picked at random based on number/percentage.	F
251	Sampling	Selection	TotCount	Displays specific number of records for each of the groups based on specified number of Top 'X' records.	F
252	Sampling	Criteria		Provides options to displays specific no. of selected records based on specific criteria as selected based on search, query, exceptions. List of values, statistics, outliers and duplicates.	P
253	Sampling	Criteria	Numeric	Displays specific number of records at random selected based on numeric analysis of specified columns.	F
254	Sampling	Criteria	Character	Displays specific number of records at random selected based on Character analysis of specified columns.	F
255	Sampling	Criteria	Statistics	Displays specific number of records at random for each of the columns as selected.	F
256	Sampling	Criteria	Outliers	Displays specific no. of records selected at random for results of Outlier function.	F
257	Sampling	Criteria	Exceptions	Displays specific number of records at random for specified list of exceptions.	F
258	Sampling	Criteria	Search	Displays specific number of records at random for each of the specified values of search.	F
259	Sampling	Criteria	Query	Displays specific number of records at random as per specific conditions of query.	F

List of SoftCAAT Ent Functions with Brief Descriptions

No.	Tab (T)	Panel (P)	Functions (F)	Tool Tips/Brief Descriptions	Type
260	Sampling	Criteria	ListOfValues	Displays specific number of records at random selected based on list of specified values for selected column.	F
261	Sampling	Criteria	Duplicates	Displays specific number of records at random for each set of results of duplicates.	F
262	Sampling	Stratify		Provides options to groups numeric/ date/ character data into different strata based on intervals. Records from any strata can be randomly picked based on a specified number or percentage.	P
263	Sampling	Stratify	Numeric	Groups numeric data into different strata based on intervals. Records from any strata can be randomly picked based on a specified number or percentage.	F
264	Sampling	Stratify	Date	Groups date format data into different strata based on intervals. Records from any strata can be randomly picked based on a specified number or percentage.	F
265	Sampling	Stratify	Character	Groups character format data into different strata based on intervals. Records from any strata can be randomly picked based on a specified number or percentage.	F
266	Sampling	Stratify	Aging2Fields	Groups computed age difference of two date columns data into different strata based on specified intervals. Records from any strata can be randomly picked based on a specified number or percentage.	F
267	Sampling	Classification		Provides options to displays specific no. of records at random from results of statistical classification such as quadrants, percentiles, clusters or patterns.	P
268	Sampling	Classification	Quadrants	Displays specific no. of records selected at random for four separate quadrants based on results of two numeric columns.	F
269	Sampling	Classification	Percentiles	Displays specific no. of records selected at random for selected percentile(s) data for two selected fields.	F
270	Sampling	Classification	Clusters	Displays specific no. of records selected at random for selected cluster(s) data for two selected fields.	F
271	Sampling	Classification	Patterns	Displays specific no. of records selected at random for selected pattern(s) data for two selected fields.	F
272	Sampling	Profile		Provides options to display specific no. of selected records based on profiling of data such as strata, summary, grouping, aging and MIS.	P
273	Sampling	Profile	Summarized	Displays specific no. of records selected at random for summarised results.	F
274	Sampling	Profile	Classified	Displays specific no. of records selected at random for classified results.	F
275	Sampling	Profile	Aging	Displays specific no. of records selected at random for results of aging function.	F
276	Sampling	Profile	MIS	Displays specific no. of records selected at random for results of MIS function.	F

List of SoftCAAT Ent Functions with Brief Descriptions

No.	Tab (T)	Panel (P)	Functions (F)	Tool Tips/Brief Descriptions	Type
277	Sampling	Classifier		Provides options to select specific no. of records at random from results of statistically classified groups (on x and y axis) such as quadrants, percentiles, clusters or patterns.	P
278	Sampling	Classifier	Quadrant	Displays specific no. of records selected at random for four separate quadrants.	F
279	Sampling	Classifier	Percentile	Displays specific no. of records selected at random for selected percentile(s) data.	F
280	Sampling	Classifier	Cluster	Displays specific no. of records selected at random for selected cluster(s) data.	F
281	Sampling	Classifier	Pattern	Displays specific no. of records selected at random for selected pattern(s) data.	F
282	Sampling	Analysis On Result		Provides options to display specific number of selected records based on analysis of data such as outliers, Pareto, ABC, ABCD and quadrant analysis.	P
283	Sampling	Analysis On Result	Pareto	Displays specific no. of records selected at random for two separate categories as per the Pareto (80:20) rule/specific percentage.	F
284	Sampling	Analysis On Result	ABC	Displays specific number of records selected at random for three separate percentage categories as per ABC analysis.	F
285	Sampling	Analysis On Result	ABCD	Displays specific number of records selected at random for four separate percentage categories as per ABCD analysis.	F
286	Sampling	Analysis On Result	RSF	Displays specific no. of records selected at random for results generated using Relative Size Factor.	F
287	Sampling	Analysis On Result	MVF	Displays specific no. of records selected at random for results generated using Max. Variance Factor.	F
288	Sampling	Analysis On Result	BenfLaw	Displays specific no. of records selected at random for results of Benford Analysis.	F
289	Utilities			Utilities refers to host of functions which provide unique functions which complement and enhance the use of Access Database.	T
290	Utilities	Columns		Provides options to organise columns by splitting, combining for columns/rows.	P
291	Utilities	Columns	Split	Segregates a column into two or more columns based on specified criteria.	F
292	Utilities	Columns	Combine	Displays records after combining two/more columns into a single column based on a selected delimiter.	F
293	Utilities	Columns	Add Date	Displays the corresponding number or name of the day/ month/ year of each record in a selected column.	F
294	Utilities	Columns	Debit&Credit	Combines or segregates columns into debit and credit columns or a single column respectively.	F

List of SoftCAAT Ent Functions with Brief Descriptions

No.	Tab (T)	Panel (P)	Functions (F)	Tool Tips/Brief Descriptions	Type
295	Utilities	Extract		Provides options to extract the specific dats, email Id's, columns and tables.	P
296	Utilities	Extract	Email Id	Extract Email Ids from selected column(s) and add as new column(s).	F
297	Utilities	Extract	Specific Data	Extract specific data enclosed within specified characters/text for selected column(s) and add as new column(s).	F
298	Utilities	Extract	Columns	Extract column from active/selected table with option to re-arrange columns and selected data based on range, selection or condition.	F
299	Utilities	Extract	Tables	Extract table from active/selected auditee and save in new auditee.	F
300	Utilities	Files		Provides options to read aloud cell values and create file properties.	P
301	Utilities	Files	Duplicate	Creates a copy of the current Table.	F
302	Utilities	Files	Charts	Displays Chart with option to select data/chart type.	F
303	Utilities	Analytical		Provides options to displays results from > 100 analytical functions as per options selected.	P
304	Utilities	Analytical	Functions	Perform more than 100 analytical functions based on value, character, number, date, conversion, mathematical, financial, search, match and match categories.	F
305	Utilities	Rerun		Provides options to run the already performed functions in SoftCAAT.	P
306	Utilities	Rerun	Tasks	View/ Re-run tasks already performed in SoftCAAT.	F
307	Home	Rerun	Refresh	Refresh SoftCAAT to view new files generated through scripting, macros, etc.	F
308	Tools			Provides options to tools refers to specific functions which aid in simplifying routine tasks performed.	T
309	Tools	Audit Table		Provides options to display log of functions performed as audit reference.	P
310	Tools	Audit Table	View	View details of the files imported into SoftCAAT.	F
311	Tools	Audit Log		Provides options to view and clear audit log details	P
312	Tools	Audit Log	View	View the audit log day-wise, function-wise, audit-wise and file-wise.	F
313	Tools	Audit Log	Clear	Clears the audit log.	F
314	Tools	Comments		Provides options to Insert, edit or delete comments for the current auditee.	P
315	Tools	Comments	Insert	Insert comments for the auditee.	F
316	Tools	Comments	Delete	Edit existing comments for the auditee.	F
317	Tools	Comments	Edit	Delete comments for the auditee.	F
318	Tools	Settings		Provides options to update settings of SoftCAAT as per user preference.	P
319	Tools	Settings	Settings	View/ change SoftCAAT's settings.	F
320	Tools	Settings	Options	View/ change SoftCAAT's options.	F