

Glossary

The Workiva Platform

Appspot: Overarching environment to access Wdesk; Sandbox, Production, Demo

Classic: Our original Wdesk platform. Also called Gen 1, internally

Database: Workiva's main SOX product

Demo: Internal-only Wdesk appspot; generally used by sales organization

Next Gen: Next Generation of Wdesk; represents an evolving technology and is not a product name. Also called Gen2, internally

Organization: Umbrella of where each customer can access Wdesk Workspaces

Prod: "Production"; external Wdesk appspot that our customers use.

Sandbox: Internal-only Wdesk appspot; houses resources and a good place to test features

Workspace: Customizable spaces for departments or teams to collaborate on data, documents and processes
Customizable spaces for departments or teams to collaborate

Solutions + Use Cases

Audit: Wdesk use case surrounding internal audits (Integrated Risk)

CAFR: Comprehensive Annual Financial Reporting (government)

Capital Markets: Managed service for companies registering securities to raise capital, generally through IPOs, secondary offerings of public shares, debt offerings, etc.

CCAR: Comprehensive Capital Analysis and Review (Regulated Risk)

DFAST: Dodd-Frank Act Stress Tests (Regulated Risk)

EHS: Environmental Health & Safety (Sustainability)

ERM: Enterprise Risk Management

IR: Integrated Risk; overarching term used to describe SOX and Audit solutions

IR: Investor Relations

PROXY: A statement required of a firm when soliciting shareholder votes and filed in advance of the annual meeting.

RRP: Risk & Recovery Plans (Regulated Risk)

SEC: Securities Exchange Commission (USA)

SEDAR: System for Electronic Document Analysis and Retrieval (Canada)

SLEd: State, Local, & Education

SOX: In industry it refers to the Sarbanes-Oxley Act of 2002; also a Wdesk Solution

Accounting and Finance

Face Statements: Refers to the main financial statements of a company, includes the Balance Sheet, Income Statement, Statement of Operations, Statement of Cash Flows

Filing: Refers to any report that is submitted to the SEC or SEDAR

S-1 (filing): SEC Filing used by companies planning on going public to register their securities with the SEC.

10-Q (filing): Comprehensive report of a company's performance that must be submitted quarterly by all public companies to the SEC

10-K (filing): Annual report required by the SEC, that gives a comprehensive summary of a company's financial performance

8-K (filing): Very broad form used to notify investors in United States public companies of specified events that may be important to shareholders or the SEC

GAAP: GAAP is a collection of commonly followed accounting rules and standards for financial reporting

XBRL: eXtensible Business Reporting Language: a part of the family of interactive data reporting standards required by the SEC.

Legal/Contracts

MSA or MA: Master Terms and Conditions/Master Agreement

SO: Subscription Order

CSO/SOW: Services Order

DPA: Data Processing Agreement

NDA: Non-Disclosure Agreement