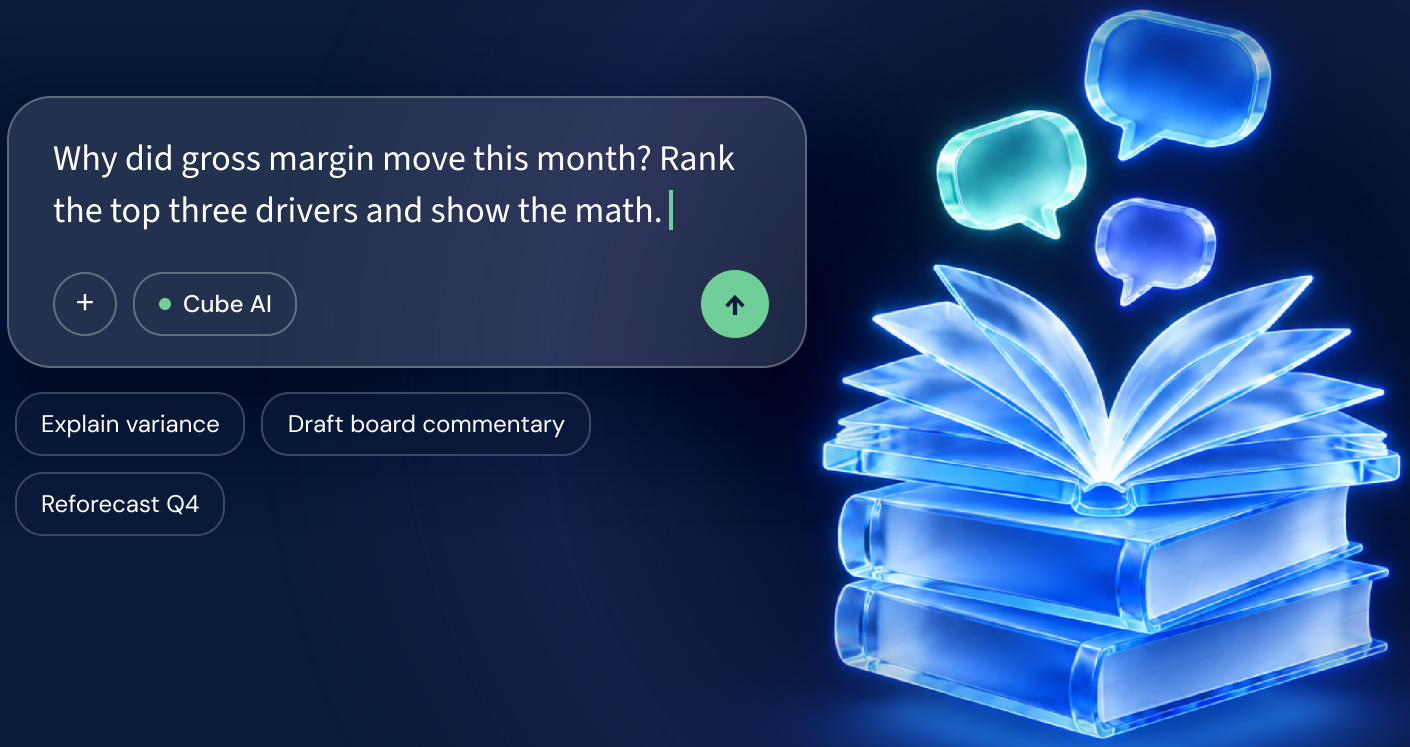
cube

THE AGENTIC FP&A PLATFORM



The FP&A Prompt Library

More than seventy prompts, questions, and ideas for finance teams, plus how write-back moves AI results into your model.

FOREWORD

From a cheat sheet to a working library

How to use this library alongside The FP&A Prompt Playbook.



By Christina Ross
Founder & CEO, Cube

The FP&A Prompt Cheat Sheet lists eight prompts. The FP&A Prompt Playbook explains how to run them safely. This library goes wider. It collects more than seventy prompts, twelve questions to ask your numbers, and eight ideas for what to try next, grouped by the work on a finance team's desk.

Two cautions apply to every prompt here. Read the controls chapter of the Playbook before you paste real data. And a prompt that works once still needs an owner, a version, and a retest when your data or your AI model changes.

The final chapters cover write-back, where AI results move into your planning model, and what changes when prompts run on connected, governed data.

“Copy a prompt, replace the brackets, and edit the result like any first draft.”

Christina

Contents

CHAPTER 1 **The prompt library: close, report, and analyze** 4
More than thirty prompts for the close, variance work, revenue, and audit

CHAPTER 2 **The prompt library: plan, communicate, and ask** 10
Prompts for planning, cash, headcount, the board, and the business, plus questions and ideas

CHAPTER 3 **Write-back: when AI updates the model** 18
How AI results move into your model, and how Cube does it

CHAPTER 4 **From prompts to FP&Agents** 21
What changes when the same work runs on connected, governed data

CLOSING **About Cube** 25
The agentic FP&A platform and how finance teams use it

CHAPTER 1

The prompt library: close, report, and analyze



Four sets of prompts for the recurring work of closing the books, explaining results, and keeping the data clean.

The eight cheat sheet prompts are a starting point. This library gives you more than seventy, grouped by the work on your desk. Copy one, replace the brackets, add only the data the task needs, and edit the result like any first draft.

Every prompt assumes you have followed the controls in The FP&A Prompt Playbook. The last column shows where Cube changes the work. Read means Cube's FP&Agents run the prompt against connected, governed data. Write-back means the result can also be saved into your model, which generic AI tools cannot do. The write-back chapter in this book explains how.

Close and reporting



USE	PROMPT	IN CUBE
Close checklist	Build a month-end close checklist for a [size] company on [ERP]. Group tasks by day, name the owner role for each, and flag the five tasks most likely to slip.	Write-back
Flux commentary	Write flux commentary for balance sheet movements above [threshold] between [month] and [prior month]. For each, state the movement, the likely cause, and the support to request.	Read
Accrual review	Review this list of accruals and reversals. Flag any accrual with no reversal, any that grew month over month, and any with a vague description.	Read
Intercompany	Compare these intercompany balances between [entity A] and [entity B]. List differences by account and suggest the most likely cause of each.	Read
Close status	Draft a close status update for the controller at day [N]. Include tasks complete, tasks at risk, and the three items that need a decision today.	Read

USE	PROMPT	IN CUBE
Reclassification	Suggest reclassification entries for the miscoded items below. Show debit and credit accounts, amounts, and the reason. Do not post anything.	Read
Trial balance check	Check this trial balance for accounts with an unexpected sign, zero balances that normally carry one, and balances more than [percentage] away from last month.	Read
Management report	Draft the management report narrative for [month]: revenue, gross margin, operating expenses, and cash, each in two sentences with the key driver.	Read
KPI definitions	Write a one-page definitions sheet for these KPIs: [list]. For each, give the formula, the source system, the owner, and a common misuse.	Read
Reviewer questions	List the questions a reviewer should ask before approving this month's financials, grouped by P&L, balance sheet, and cash.	Read

cube

Close prompts run best against a connected ledger. In Cube, The Data Manager keeps your sources reconciled, and a close checklist becomes a workflow with tasks your team works inside Cube instead of a document in a shared drive.

Variance and performance



USE	PROMPT	IN CUBE
Price, volume, mix	Break the revenue variance for [period] into price, volume, and mix effects. Show the calculation for each.	Read
Margin by product	Compare gross margin by product line for [period] and the prior year. Explain the three largest movements and what to verify with the business.	Read
Spend discipline	Rank departments by spend against budget as a percentage. Flag any department over budget in three or more consecutive months.	Read
Run-rate split	Split the operating expense variance into timing, one-time, and run-rate. Tell me what to assume for next quarter.	Read
EBITDA bridge	Build a bridge from last year's EBITDA to this year's in six steps or fewer. Label each step with its owner.	Read

USE	PROMPT	IN CUBE
Pareto	Which line items explain 80% of the total variance? List them with cumulative percentages.	Read
Plain-language note	Write the variance commentary for [department] in three sentences a non-finance manager would understand.	Read
Forecast accuracy	Compare actuals to the latest forecast and to the original budget. Show where the forecast improved on the budget and where it did not.	Read

cube

In Cube, The Analyst runs variance work on governed numbers, and every figure traces to the transaction behind it. The commentary you publish can be checked against the source in one step.

Revenue and customers



USE	PROMPT	IN CUBE
Retention by cohort	Calculate net revenue retention, gross revenue retention, and logo churn by cohort from this customer table. Show the formulas.	Read
Segment growth	Segment customers by size and show which segment drives expansion. List any segment where churn is rising.	Read
Bookings to revenue	Reconcile bookings, billings, and revenue for [quarter]. Explain every difference as a timing item or a permanent one.	Read
CAC payback	Estimate CAC payback by channel from this spend and new-customer data. Flag channels where payback exceeds [months].	Read
Declining accounts	Find the ten customers with the largest decline in billing over the last two quarters, with possible causes to check.	Read

USE	PROMPT	IN CUBE
Cohort forecast	Build a revenue forecast by cohort using these retention curves. Show how a one-point change in churn moves year-end ARR.	Write-back
Pricing change	Review this pricing proposal. Model the revenue effect under low, medium, and high churn response.	Write-back
Churn indicators	List the leading indicators of churn we could track from the finance data we have, and how to calculate each.	Read

Data quality, controls, and audit



USE	PROMPT	IN CUBE
Vendor hygiene	Compare the vendor master to the AP ledger. List vendors with similar names or matching tax IDs, and any vendor with no activity in 12 months.	Read
Journal entry testing	Test this population of journal entries for entries posted and approved by the same person, weekend postings, and round amounts. Report how many entries you tested.	Read
Account mapping	Map these source accounts to our chart of accounts. Give a confidence level for each mapping and list those below high confidence for review.	Write-back
Process narrative	Document how [process] works today from these notes. Produce a process narrative, a control list, and gaps against our policy.	Read
Audit support	Draft audit support for [account]: a rollforward, the supporting schedules to collect, and the three questions an auditor will ask.	Read

USE	PROMPT	IN CUBE
Report tie-out	Compare these two reports for the same period and list every figure that disagrees, with the likely reason.	Read
Automation scoping	List the data fields we would need to automate [report], where each lives, and the risks in each source.	Read
Model review	Review the formulas in this model for hardcodes, inconsistent ranges, and references to blank cells.	Read

cube

In Cube, The Data Manager handles dimension mapping and creates the approved members in your model, so a mapping decision is written into Cube and not left as a suggestion in a spreadsheet.

CHAPTER 2

The prompt library: plan, communicate, and ask



Prompts for planning, cash, headcount, the board, and the business, plus the questions and ideas worth trying next.

Planning and communication are where AI saves the most time and where unreviewed output does the most damage. These prompts are built to produce drafts you can verify. The last two sections list questions to ask your numbers and ideas worth trying next.

Planning and forecasting



USE	PROMPT	IN CUBE
Driver-based plan	Build a driver-based revenue plan for [business line] using [drivers]. Show the formula that links each driver to revenue.	Write-back
Rolling forecast	Create a rolling 12-month forecast from these actuals. Hold [assumptions] constant and show how it differs from the annual plan.	Write-back
Stress test	Stress test our plan. Reduce revenue by [percentage], delay hiring by [months], and show the effect on cash and covenants.	Write-back
Top-down to bottom-up	Convert this top-down target of [number] into department targets using last year's mix. List where the mix should change.	Read
Assumptions book	Draft the assumptions book for our [year] plan, with the owner, source, and last review date for each assumption.	Write-back

USE	PROMPT	IN CUBE
Benchmark check	Compare our ratios to the benchmarks I provide below. Flag any ratio outside the range and list what to verify before acting on it.	Read
Sensitivity	List the ten assumptions in this model that would most change the outcome if wrong, and how to test each.	Read
3+9 forecast	Create a 3+9 view: three months of actuals, nine months of forecast, with variance to the original plan by month.	Write-back
Gap closing	Propose three ways to close a [amount] gap between plan and target. Give the risk and the timing of each.	Read
Budget review prep	Write the questions to ask each department head in budget review, based on that department's spending history.	Read

cube

Scenario work is where write-back matters most. In Cube, The Planner builds the case and saves it into your model as an AI-managed scenario, next to your approved plan, with the trace back to source data intact.

Cash and working capital



USE	PROMPT	IN CUBE
13-week cash	Build a 13-week cash forecast from this AR aging, AP schedule, payroll calendar, and known one-time payments.	Write-back
Collections	Estimate days sales outstanding by customer segment and show which ten invoices, if collected, would improve cash most.	Read
Vendor terms	Model the cash effect of moving terms from net [X] to net [Y] across these top 20 vendors.	Read
Runway	Show runway under three burn rates and the date each one crosses our minimum cash balance of [amount].	Read
Dunning plan	Review this AR aging. Draft collection priorities by amount and age, with a suggested message for each tier.	Read

USE	PROMPT	IN CUBE
Annual payments	Forecast cash taxes and annual payments for the next 12 months from these prior-year records.	Read
Cash cycle	Compare the cash conversion cycle by quarter for the last eight quarters and explain what changed.	Read
Timing vs permanent	List the items in this cash flow statement that look like timing differences and the ones that look permanent.	Read

Headcount and operating expense



USE	PROMPT	IN CUBE
Hiring plan	Build a hiring plan by quarter for [department] that stays under [expense limit]. Show cost by month and the start date of each role.	Write-back
Plan vs actual heads	Compare planned headcount to actual by department and explain the gap in dollars.	Read
Attrition cost	Model attrition of [percentage] by role and the cost of backfilling, including recruiting and ramp.	Read
Software spend	Analyze software spend by vendor from the AP ledger. Group duplicates, flag overlapping tools, and estimate the savings from consolidation.	Read
Allocations	Allocate shared costs to departments by headcount, by revenue, and by usage. Show all three results side by side.	Write-back

USE	PROMPT	IN CUBE
Expense outliers	Summarize travel and expense by department with outliers and policy exceptions.	Read

cube

In Cube, The Planner can write an approved hiring plan into a planning table, so the plan lives in the model that drives your forecast and no one retypes it from a chat window.

Board and executive communication



USE	PROMPT	IN CUBE
CFO letter	Draft the CFO letter for the board deck in 250 words, leading with the decision we need from the board.	Read
One-page pre-read	Turn this 20-page deck into a one-page pre-read, with the five numbers a director should remember.	Read
Three audiences	Write three versions of this message for the board, the leadership team, and department heads, each at the right level of detail.	Read
Investor talking points	Draft talking points for an investor update on [topic], including the question we should expect and our answer.	Read
Deck consistency	Review this board deck for numbers that disagree between slides and any claim that lacks support.	Read

USE	PROMPT	IN CUBE
Plain rewrite	Rewrite this variance explanation so a first-time board member understands it.	Read

Business partnering



USE	PROMPT	IN CUBE
Meeting prep	Prepare me for a meeting with the head of [function] about their budget. List the questions I should ask and the data to bring.	Read
Pipeline questions	Write ten questions to ask a sales leader about the pipeline behind our forecast.	Read
Ops to dollars	Translate this operations metric into financial impact: [metric] changes by [amount]. Use our unit economics.	Read
Investment request	Evaluate this investment request using payback, NPV, and risk. List the additional information we need.	Read
Business case template	Write a one-page business case template for requests above [amount], with the questions approvers must answer.	Read

USE	PROMPT	IN CUBE
Contract summary	Summarize this contract's financial terms: price, escalators, renewal, termination, and obligations.	Read
Lease or buy	List the trade-offs of leasing versus buying [asset], with the key assumptions behind each.	Read
Pre-mortem	Run a pre-mortem on this plan. List the five most likely reasons it misses and the early warning sign for each.	Read

Questions to ask your numbers



Not every useful prompt is a task. Some are plain questions. These work best when the AI has direct access to your data, because each one needs current numbers and a way to check the answer.

- Which five customers contribute the most to revenue growth this year?
- Where did we spend more than planned, and which overruns will repeat?
- What changed in gross margin since last quarter, and why?
- Which departments are consistently over or under budget?
- How much cash will we have in 13 weeks if collections slip by two weeks?
- What happens to EBITDA if hiring slips one quarter?
- Which vendors had the largest year-over-year price increases?
- Which accounts have the most manual journal entries?
- What explains the difference between our forecast and last year's actuals?
- Which expenses have no budget owner?
- How many open items are blocking the close, and who owns each one?
- If we had to cut [percentage] of spend, where would the least damage be done?

cube

This is the idea behind "Ask your numbers anything." In Cube, these questions run on connected, governed data, and the answer traces to the source.

Ideas worth trying next



IDEA	WHAT AI DOES	IN CUBE
Pre-meeting briefs	Summarizes a department's last four months of results and open issues before each business review	Read
Policy Q&A	Answers questions about expense, revenue recognition, and approval policies from your own documents	Read
Contract digest	Extracts price, term, and renewal dates from vendor and customer contracts into a schedule	Read
Model audit	Reviews a spreadsheet model for hardcodes, broken links, and inconsistent formulas	Read

IDEA	WHAT AI DOES	IN CUBE
Forecast watch	Compares each month's actuals to the forecast and drafts an alert when a driver drifts	Write-back
Scenario library	Keeps a set of named scenarios for common events such as a lost customer or a delayed hire	Write-back
Board Q&A rehearsal	Plays a director and questions you on the deck, then scores the answers	Read
Dashboard builder	Builds a standard set of charts from a plain-language description	Write-back

CHAPTER 3

Write-back: when AI updates the model



The step after the answer. How results move into your plan, and why it takes a connected finance layer.

Most prompts end the same way. You read an answer, then type the numbers into another system. Write-back removes that step. The AI result lands in the model, where the rest of the business can use it.

What write-back means

Write-back means the AI reads governed data, produces a result, and saves that result into your planning model or workflow. A generic AI tool stops at the answer. It has no connection to your model, so a person carries the output across by hand.

TASK	WITHOUT WRITE-BACK	WITH WRITE-BACK
Scenario forecast	Copy the figures into a spreadsheet	**The scenario is saved in the model as a new version**
Headcount plan	Paste monthly cost into the plan	**Hires are written into a planning table**
Close checklist	A document in a shared drive	**A workflow with tasks and owners**
Account mapping	A spreadsheet of suggestions	**Approved members created in the dimension**

Why generic AI tools cannot do this

- **No connection to the model.** A chat window sees what you paste. It cannot reach your planning model, your scenarios, or your dimensions.
- **No versioning.** Numbers created in a chat have no version, so nothing separates an AI draft from an approved plan.
- **No trail.** Nothing records what changed, who asked for it, and which data it came from.

How Cube does it

Cube is the agentic FP&A platform. The Cube MCP server connects AI tools such as Claude to your cube, so a prompt can read governed data and save the result into the model. These are the actions available to the AI, in finance terms.

ACTION	WHAT IT DOES FOR FINANCE
Pull a data slice	Retrieves actuals, budget, or forecast by account, entity, and period for the prompt to analyze
Drill to the transaction	Traces a number to the entries behind it
Duplicate a scenario	Copies an existing scenario into a new AI-managed one, so you can test changes without touching the original
Publish to a scenario	Saves AI-generated figures into a scenario in the model
ACTION	WHAT IT DOES FOR FINANCE
Write to planning tables	Saves structured inputs such as headcount plans and driver tables
Create formulas and members	Adds calculated lines and new dimension members to the model
Build dashboards	Creates dashboards on live data
Create workflows and tasks	Sets up draft workflows and tasks for the close or the budget cycle

cube

Write-back separates an AI that answers from an AI that works inside your finance stack. Generic AI tools stop at the answer. Cube carries it into the model with the trace to the source intact.

Write-back prompts to try

PROMPT	WHAT LANDS IN CUBE
Duplicate the [Base] scenario into a new scenario called [Downside Q1]. Reduce new bookings by [percentage] from [month] and show the effect on cash.	A new AI-managed scenario with the revised figures
Create a planning table for the [department] hiring plan with role, start month, salary band, and burden rate. Fill it from the plan below.	A planning table with the hiring plan
Add a gross margin percent formula under the revenue dimension and check it against last quarter.	A formula member, checked against actuals

PROMPT	WHAT LANDS IN CUBE
Build a dashboard with revenue trend, gross margin, and operating expense by department for [year].	A dashboard on live data
Create a budget kickoff workflow with one task per department head and due dates from this calendar.	A workflow with tasks and due dates
Add these new cost centers to the department dimension under [parent].	New dimension members

Controls for write-back

- Write to a scenario, never to the approved version, and promote it after review.
- Review the difference between the AI result and the current numbers before anyone relies on it.
- Keep the prompt with the result, along with the source data and the output.
- Limit who can run write-back prompts. Treat them like permission to edit the plan.
- Apply the Playbook's controls. Security, auditability, traceability, governance, and maintenance all apply to a write.

CHAPTER 4

From prompts to FP&Agents



What changes when the same work runs on connected, governed finance data.

The prompts in this library work today with any capable AI model and a clean export. They also share a constraint. Each one starts with a person copying data out of one system and into another, and ends with a person copying the answer back.

How a governed layer closes the gaps

The Playbook listed five gaps: security, auditability, traceability, governance, and maintenance. Controls bolted onto a chat window help, but they depend on people remembering to apply them. A finance layer builds the controls into where the data lives.

GAP	WHAT CHANGES ON A GOVERNED LAYER
Security	Analysis runs against data connected to governed source systems instead of exports pasted into a chat window
Auditability	Analysis runs against one governed set of numbers, so a result can be reproduced and reviewed
Traceability	Every number traces to the transaction behind it
Governance	Definitions live once in the data layer and apply to every analysis
Maintenance	Connected data updates when the ledger does, so prompts stop depending on re-pasted exports

The hierarchy of needs

Finance teams build capability in layers. Data management comes first, then reporting, then planning, and then the advisory work of a business partner. The prompts in this library sit mostly in the upper layers, and they perform best when the layers underneath them are solid.



Agents built for the finance function

Cube is the agentic FP&A platform. It connects to your source systems, keeps one governed set of numbers, and runs FP&Agents on top of them. The four FP&Agents below cover the kinds of work in this library.

DATA LAYER · GOVERNANCE

The Data Manager

GL integration, reconciliation, and data quality governance, with trace to the transaction.

ANALYSIS · ANOMALY DETECTION

The Analyst

Ad hoc analysis, trend detection, anomaly flagging, and instant report generation.

PLANNING · FORECASTING

The Planner

Planning cycles, rolling forecasts, scenario modeling, and variance tracking.

BOARD DECKS · NARRATIVES

The Business Partner

Board decks, investor narratives, and cross-functional financial communication.

Where the cheat sheet prompts fit

PROMPT	CLOSEST FP&AGENT
Prompt 1 · Variance analysis	**The Analyst**
Prompt 2 · Board summary	**The Business Partner**
Prompt 3 · Scenario forecast	**The Planner**
Prompt 4 · Headcount planning	**The Planner**
Prompt 5 · Cash and burn	**The Analyst**
Prompt 6 · Anomaly check	**The Analyst and The Data Manager**
Prompt 7 · Budget kickoff	**The Planner**
Prompt 8 · Tough questions	**The Business Partner**

cube

Finance-grade AI starts with a data layer it can trust. Cube's bi-directional connectivity keeps your systems and your analysis in sync, so prompts like the ones in this library run on current, governed data and every answer traces to the source.

Start with the prompts in this library. Check what comes back, and notice where the paste-and-verify steps slow you down. Those steps are the ones worth automating.

Ready to put this guide into practice?

Learn more about Cube



The agentic FP&A platform that helps you tell the story behind the numbers. Founded by three-time CFO Christina Ross.

Start your free trial →

Or get a demo

We believe the future of business is finance-driven. Cube connects your business data into one governed model and brings it everywhere decisions happen.

How finance teams use Cube

Close and consolidation

Multi-entity rollups and a faster month-end.

Budgeting and planning

Budgets, headcount, and revenue plans.

Forecasting and scenarios

Rolling forecasts and what-ifs in minutes.

Reporting and board decks

Packs in Excel, Sheets, and slides.

Variance analysis

Drivers explained and traced to the GL.

KPIs and performance

One set of metrics for the business.

AI Agents: Your Always-On Digital Finance Team

Charlie, the superagent, routes work to four FP&Agent teams. People stay in control.

The Data Managers
Integrate and reconcile

The Analysts
Analyze and report

The Planners
Forecast and model

The Business Partners
Shape decisions



THE AGENTIC FP&A PLATFORM

Decision-ready data, everywhere you work.

Cube is the agentic FP&A platform that helps finance teams shape what happens next.

cube

cubesoftware.com/demo