



General Ledger/Budget

Spring 2007



DAA – Display Available Amount



DAA – Display Available Amount

- How do I use it?
 - Use to see available budget.
 - Use to retrieve Fiscal Year to date comparison of budget versus actuals and commitments for a chartstring by account.
- Where do I find the DAA?
- How do I run the DAA?
- How do I view the results?

WHERE DO I FIND DAA?

MySlice Login - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://myslice.syr.edu/EP89PROD/syr_signon.html Go Links

MY SLICE - of SYRACUSE UNIVERSITY SU Home Comments Help

MySlice Announcements

NOTICE Direct Deposit Self Service
The View/Update Direct Deposit Self Service functionality for employees is temporarily unavailable.

MySlice Updated
MySlice was successfully updated on June 11.

MySlice System Availability
Click [here](#) for system availability and downtime announcements.

MySlice Help
Click [here](#) for help on using MySlice.

MySlice Browsers
The recommended Web browser to access MySlice is Microsoft Internet Explorer 6.0 and above on Microsoft Windows or a Macintosh computer running OS X.3 and Microsoft Internet Explorer 5.2 and above. Using other browsers may cause the system to not work as designed and may result in difficulties. You may need to [clear your browser cache](#).

MySlice Login

Login to MySlice using your **NetID** (ie *sjohnson*) and password.

NetID:

Password:

To protect your personal information, be sure to close your web browser when you are done accessing services that require authentication.

[Need Login Help?](#)

MySlice Applications

Academic Applications

- [MyMail](#)
- [WebCT @ School of IST](#)
- [Blackboard @ SU](#)
- [Blackboard @ Whitman](#)
- [Blackboard @ UC](#)

Course Catalog / Class Search

- [Class Search](#)
- [Course Catalog - Graduate](#)
- [Course Catalog - Undergraduate](#)

WHERE DO I FIND DAA?

Syracuse University - MySlice - Microsoft Internet Explorer

Address <https://myslice.syr.edu/psp/EP89PROD/EMPLOYEE/EMPL/h/?tab=DEFAULT>

MY SLICE - of SYRACUSE UNIVERSITY

Home Logout Help

MyLinks Select One:

MySlice New Tab 1 New Tab 2

Personalize Content Layout

Administrative

- Peoplesoft
 - HRSA Applications
 - Financials / Supply
- SU Reports
 - My Reports**

Financial Services

- Accounting
 - Journal Entry
 - Journal View
- Financials Worklist

MySlice Applications

- Course Catalog & Class Search
 - Syracuse Course Catalog and Class Search Links.
 - Class Search
 - Course Catalog - Graduate
 - Course Catalog - Undergrad

Resources

- Calendars
 - Holiday Schedule
 - Payroll Calendar
- Forms and Procedures
 - HR Forms
 - BFAS Forms
- Other Links
 - Complaint Hotline
 - Benefits

Employee Services

- HR/Payroll
 - View My Paycheck
 - Locate My Paycheck
 - View My Time Off
- Tax Withholding Information
 - The following allow adjustments to your tax withholding allowances.
 - View/Update My Federal Tax

Personal Services

- Personal Information
 - View/Update Addresses
 - View/Update Phone Numbers
 - View/Update Emergency Contacts

University Information

- Summer Hours
 - Summer office hours for Syracuse University will begin on Monday, May 15 and will be in effect through Friday, August 25. Office hours are 8 a.m. - 4:30 p.m.
- MyMail
 - Have you switched to MyMail, SU's new student e-mail system? Check it out at [http://www.mymail.syr.edu/employees](#)

WHERE DO I FIND DAA?

The screenshot shows a Microsoft Internet Explorer browser window. The address bar displays the URL: <https://briowebprod.syr.edu/Hyperion/personalpages/main?psid=BKMORLEY&info=2006-06-12-10.26.36.000000>. The browser interface includes a menu bar (File, Edit, View, Favorites, Tools, Help) and a toolbar with navigation buttons (Back, Forward, Stop, Home, Search, Favorites, Refresh, Print, Stop, Close). The page content is organized into several sections:

- Personal Pages:** A sidebar on the left with options like "Manage Personal Pages" and "My Personal Page".
- Personalize:** A section with tabs for "CONTENT", "LAYOUT", and "EDIT".
- Broadcast Messages:** A section containing a message titled "Alert_Hyperion_Upgrade_successful" dated June 12, 2006. The message content includes:
 - To All Hyperion Users:** A notice about a successful Hyperion (MyReports) upgrade on Sunday, June 11th, mentioning a new color scheme and system fixes.
 - Installation Instructions:** A reminder that clients need to install a new Hyperion Plug-in and should consult their local computing support staff (DSP) for further direction.
 - Contact Information:** A request to email ISDWGRP@syr.edu if there are any problems or questions.
 - Sign-off:** "Thank you, The Data Warehouse Team".
- My Bookmarks:** A section with a bookmark titled "Product Line Sales Totals" and a "New Bookmark" link.
- Hyperion General Information:** A section with a sub-section for "General Information".

Check here for Data Warehouse alerts, updates, modifications, or errors.

WHERE DO I FIND DAA?

The screenshot shows a Microsoft Internet Explorer browser window displaying the MyReports application. The address bar shows the URL: <https://briowebprod.syr.edu/Hyperion/personalpages/main?psid=BKMORLEY&info=2006-06-12-10.26.36.000000>. The browser title is "Personal - bkmorley on app-server04.syr.edu - Microsoft Internet Explorer".

Annotations on the screenshot provide instructions for finding DAA:

1. Click for dropdown menu. (An arrow points to the "Personal Pages" dropdown menu in the top left navigation bar.)
2. Click **Browse**. (An arrow points to the "Browse" button in the "Personalize" section.)

The "Personalize" section includes tabs for "CONTENT", "LAYOUT", and "EDIT". Below these tabs, there is a "Personal Pages" dropdown menu, a "Browse" button, and a "New Bookmark" link. The main content area displays a date "June 12, 2006" and a section titled "Hyperion U...". The text below the date reads: "Please remember that in order to use Hyperion after the upgrade, clients will need to install a new Hyperion Plug-in on their computers. Please check with your local computing support staff (DSP) for further direction before installing the plug-in. If you do not have a Distributed Support Person, you can view/print the installation instructions from MyReports/Personal Page/Hyperion General Information. This document also highlights the other changes associated with the upgrade: background and text colors are different and a new EXIT button is available. If you have any problems using MyReports or if you have questions about the upgrade, please send an email to ISDWGRP@syr.edu. Thank you, The Data Warehouse Team".

At the bottom of the page, there is a purple header for "Hyperion General Information" and a section titled "General Information".

WHERE DO I FIND DAA?

Browse - bkmorley on app-server04.syr.edu - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail TV Documents People

Address <https://briowebprod.syr.edu/Hyperion/browse/?originServlet=PersonalPageAppName> Go Links

MyReports
Prod 1 Web Server | bkmorley

Browse | BROWSE | SEARCH | PREFERENCES | EXIT | HELP

Report Repository

- Administration
- Broadcast Messag
- Distributed Suppor
- FAB
- Human Resources
- Personal
- Security
- Service Desk
- Training

Report Repository Subscribe

By Name SORT

Report Repository

- FAB
- General Ledger
- Grants
- Purchasing and Payables

Search: this Folder (and subfolders) GO

1. Click on the 'FAB' Link.

HOW DO I PROCESS THE QUERY?

The screenshot shows a Microsoft Internet Explorer browser window displaying a web application. The address bar shows the URL: <https://briowebprod.syr.edu/Hyperion/browse/?originServlet=PersonalPageAppName>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The application interface has a top navigation bar with "Browse" selected, and other options like "SEARCH" and "PREFERENCES". On the right of this bar are "My Reports", "Prod 1 Web Server", and the user name "bkmorley". Below the navigation bar is a "Report Repository" sidebar with a tree view containing "FAB", "General Ledger", "Grants", "Purchasing and Pa", and "Verification - Error". The main content area shows a list of reports under the "FAB" folder, sorted by name. Each report entry includes a yellow star icon, a title, a description, a date and time, and a document icon. An orange callout box with the text "Click here to run document." has an arrow pointing to the document icon of the "DAA Display Available Amount" report.

Report Title	Description	Date/Time	Author
Account Listing	Use this query to return a list of Financials Account information.	Jun 23 2005 4:12 PM	bqy
Chart String Listing	Use this query to get reports of Financials chart string by Fund, by Program, By DeptID.	Jun 29 2005 2:03 PM	bqy
COA Crosswalk	The crosswalk tool is only accurate as of 7/1/05 the Listing.	Dec 7 2005 11:05 AM	bqy
DAA Display Available Amount	Use this query to view Program summary information by Account, by Budget, Actuals and Commitments as well as balances.	Aug 5 2005 9:10 AM	bqy
DAB Display Amount Budget	Use this query for a high level view of your Budget Information to date for the current or prior fiscal year.	Aug 5 2005 9:11 AM	bqy

HOW DO I PROCESS THE QUERY?

Syracuse University Data Warehouse Today's date: 7/21/2006

About This Document **DAA Display Available Amount - Current Fiscal Year to Date**

Select Process

Account Type Expense & Revenue

Fund

Department

Program

Fiscal Year to Date Current 2007 Prior

Expense & Revenue
Expense & Revenue
Expense Only
Revenue Only

Click to access dropdown menu.

Current = 7/1/06 - present
Prior = 7/1/05 -6/30/06

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Do Not Press Enter

This report is a point in time report.

Similar to Available Budget Balance Query

No Results: Please Enter New Values and Process.

HOW DO I PROCESS THE QUERY?

To Run Report
Click **PROCESS**.

Syracuse University Data Warehouse

Today's date: 7/21/200

About This Document

DAA Display Available Amount - Current Fiscal Year to Date

Select

Account Type: Expense & Revenue

Fund: 11

Department: 10000

Program: 00001

Fiscal Year to Date: Current Prior 2007

Process

Clear

Enter appropriate Fund, Department and Program.

Choose appropriate Fiscal Year.

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

No Results: Please Enter New Values and Process.

HOW DO I VIEW THE RESULTS?

Syracuse University Data Warehouse Today's date: 7/21/2006

About This Document **DAA Display Available Amount - Current Fiscal Year to Date**

Select

Account Type: Expense & Revenue

Fund: 11 Current Operations

Department: 10000 General Department

Program: 00001 General Operations

Fiscal Year to Date: Current 2007 Prior

Process

Clear

Preview Report

Print Report

Click on Report to have scroll bar appear.

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Account	Account Description	Budget	Actual	Commitment	Balance
560000	General Operating Budget	158,541.00	0.00	0.00	158541.00
Sub Total		158,541.00	0.00	0.00	158541.00
560101	Supplies - Office	0.00	86.00	0.00	(86.00)
560107	Supplies - Paper	0.00	96.00	0.00	(96.00)
Sub Total			180.00	0.00	(180.00)
560201	Telephone - Tolls	0.00	258.68	0.00	(258.68)
560202	Telephone - Local Calls	0.00	375.35	0.00	(375.35)
560204	Telephone Installations	0.00	99.00	0.00	(99.00)
560205	Telephone - Voice Mail	0.00	0.00	456.28	(456.28)
560206	Telephone - Line Charges	0.00	0.00	653.00	(653.00)
Sub Total		0.00	733.03	1,109.28	(1842.31)

HOW DO I VIEW THE RESULTS?

Account	Account Description	Budget	Actual	Commitment	Balance
560000	General Operating Budget	158,541.00	0.00	0.00	158541.00
Sub Total					158541.00
560101	Supplies - Office			0.00	(86.00)
560107	Supplies - Paper			0.00	(96.00)
Sub Total			180.00	0.00	(180.00)
560201	Telephone - Tolls	0.00	258.68	0.00	(258.68)
560202	Telephone - Local Calls	0.00	175.35	0.00	(375.35)
560204	Telephone Installations	0.00	99.00	0.00	(99.00)
560205	Telephone - Voice Mail	0.00	0.00	456.28	(456.28)
560206	Telephone - Line Charges	0.00	0.00	653.00	(653.00)
Sub Total		0.00	1,109.28	1,109.28	(1842.31)

Note additional scroll bars for navigating within the report.



HOW DO I VIEW THE REPORTS?

About This Document

DAA Display Available Amount - Current Fiscal Year to Date

Select

Account Type: Expense & Revenue

Fund: 11 Current Operations

Department: 10000 General Department

Program: 00001 General Operations

Fiscal Year to Date: Current 2007 Prior

Process

Clear

Preview Report

Click Preview Report to view Printable Version.

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Account	Account Description	Budget	Actual	Commitment	Balance
560000	General Operating Budget	158,541.00	0.00	0.00	158541.00
Sub Total		158,541.00	0.00	0.00	158541.00
560101	Supplies - Office	0.00	86.00	0.00	(86.00)
560107	Supplies - Paper	0.00	96.00	0.00	(96.00)
Sub Total			180.00	0.00	(180.00)
560201	Telephone - Tolls	0.00	258.68	0.00	(258.68)
560202	Telephone - Local Calls	0.00	375.35	0.00	(375.35)
560204	Telephone Installations	0.00	99.00	0.00	(99.00)
560205	Telephone - Voice Mail	0.00	0.00	456.28	(456.28)
560206	Telephone - Line Charges	0.00	0.00	653.00	(653.00)
Sub Total		0.00	733.03	1,109.28	(1842.31)

HOW DO I VIEW THE REPORTS?

For previous screen, use back arrow, not browser back button.

Syracuse University FAB Data Warehouse
DAA Display Available Amount - Current Fiscal Year to Date Report
 Expense
 Run Through Date: 07/21/2006

Fund: 11 Current Operations
Dept: 31025 Energy & Computing Management
Program: 10000 General Department
Fiscal Yr: 2007 Current Fiscal Year to Date

Category: 560000 General Operations

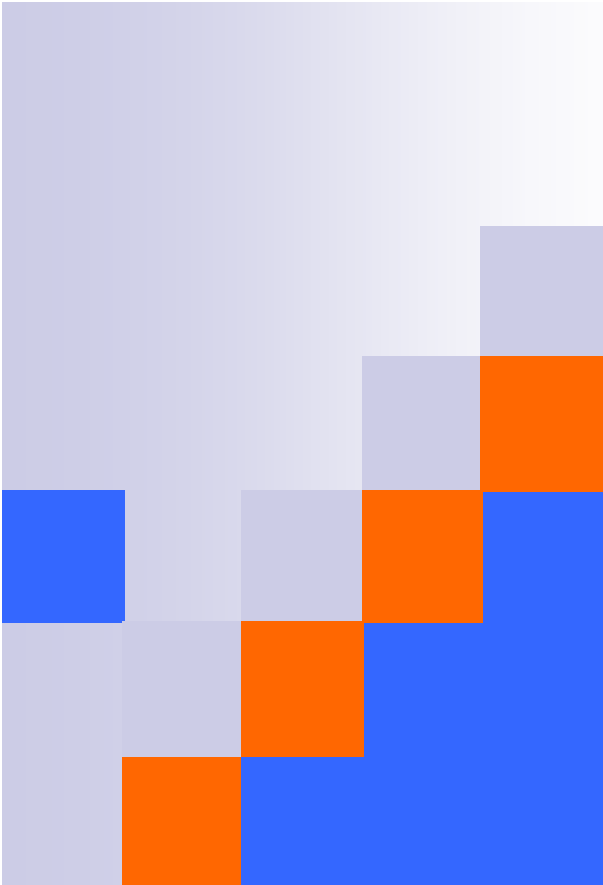
Account	Account Description	Budget	Actual	Commitment	Balance Total
560000	General Operating Budget	158,541.00	0.00	0.00	158541.00
		158,541.00	0.00	0.00	158541.00

Category: 560100 Supplies

Account	Account Description	Budget	Actual	Commitment	Balance Total
560101	Supplies - Office	0.00	86.00	0.00	(86.00)
560107	Supplies - Paper	0.00	96.00	0.00	(96.00)
			180.00	0.00	(180.00)

Category: 560200 Communications

Account	Account Description	Budget	Actual	Commitment	Balance Total
560201	Telephone - Tolls	0.00	258.68	0.00	(258.68)
560202	Telephone - Local Calls	0.00	375.35	0.00	(375.35)
560204	Telephone Installations	0.00	99.00	0.00	(99.00)
560205	Telephone - Voice Mail	0.00	0.00	456.28	(456.28)
560206	Telephone - Line Charges	0.00	0.00	653.00	(653.00)
		0.00	733.03	1,109.28	(1842.31)



DAB – Display Amount Budget



DAB – Display Amount Budget

- How do I use it?
 - Use to view original budget, base adjustments, carryover, and non-base adjustments.
 - Use to view your Net Budget at a high level for current or prior fiscal year.
- Where do I find the DAB?
- How do I run the DAB?
- How do I view the results?

HOW DO I PROCESS THE QUERY?

The screenshot shows a Microsoft Internet Explorer browser window displaying a web application. The address bar shows the URL: `https://briowebprod.syr.edu/Hyperion/browse/?originServlet=PersonalPageAppName`. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The application's navigation bar contains a 'Browse' dropdown menu, a 'BROWSE' button, and links for 'SEARCH' and 'PREFERENCES'. On the right side of the navigation bar, there are links for 'My Reports', 'Prod 1 Web Server', and the user name 'bkmorley'. Below the navigation bar, there is a 'Report Repository' sidebar on the left with a tree view showing folders like 'General Ledger', 'Grants', 'Purchasing and Pa', and 'Verification - Error'. The main content area displays a list of reports under the 'FAB' folder. Each report entry includes a yellow star icon, a title, a description, a date and time, and a document icon. An orange callout box with the text 'Click to run document.' has an arrow pointing to the document icon of the 'DAB Display Amount Budget' report.

Report Title	Description	Date/Time	Author
Account Listing	Use this query to return a list of Financials Account information.	Jun 23 2005 4:12 PM	bqy
Chart String Listing	Use this query to get reports of Financials chart string by Fund, by Program, By DeptID.	Jun 29 2005 2:03 PM	bqy
COA Crosswalk	The crosswalk tool is only accurate as of 7/1/05 the date of conversion. Updates since 7/1/05 are not included. Use Chart String Listing.	Dec 7 2005 11:05 AM	bqy
DAA Display Available Amount	Use this query to view Program summary information by Account.	Aug 5 2005 9:10 AM	bqy
DAB Display Amount Budget	Use this query for a high level view of your Budget Information. Date for the current or prior fiscal year.	Aug 5 2005 9:11 AM	bqy

HOW DO I PROCESS THE QUERY?

Syracuse University Data Warehouse

About This Document | **DAB Display Amount Budget**

Selection

Fund: }
Dept: }
Program: }
Account**:

Account Type**: Revenue & Expense
Begin Period**: Ignore
End Period**: Ignore

Process Query
Clear Limits

Fiscal Year to Date: Current 2007 Prior

** Note: These Fields are Optional

Enter appropriate Fund, Department, and Program.

Click Process Query.

No Results: Please Enter New Values and Process.

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

- Do not press Enter
- If you do press Enter, click Clear limits and start over.
- Similar to Budget Detail – Current and Prior year

HOW DO I VIEW THE RESULTS?

Syracuse University Data Warehouse

Today's date: 7/21/2006

About This Document

DAB Display Amount Budget

Selection

Fund: Current Operations

Account Type**

Dept: General Department

Begin Period**

Program: General Operations

End Period**

Account**

Fiscal Year to Date: Current 2007
 Prior

** Note: These Fields are Optional

IMPORTANT:
 The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Account	Account Description	Orig Base Amt	Base Adj Amt	Total Base	Carry Over	Non Base Adj Amt	Net Budget
560000	General Operating Budget	256,965.00	(79,541.00)	177,424.00	0.00	0.00	177,424.00
	Total:	256,965.00	(79,541.00)	177,424.00	0.00	0.00	177,424.00

HOW DO I VIEW THE REPORT?

Syracuse University Data Warehouse

Today's date: 7/21/2006

About This Document

DAB Display Amount Budget

Selection

Fund: Current Operations

Account Type**

Dept: General Department

Begin Period**

Program: General Operations

End Period**

Account**

Click to Preview Report.

Fiscal Year to Date: Current 2007
 Prior

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Account	Account Description	Orig Base Amt	Base Adj Amt	Total Base	Carry Over	Non Base Adj Amt	Net Budget
560000	General Operating Budget	256,965.00	(79,541.00)	177,424.00	0.00	0.00	177,424.00
	Total:	256,965.00	(79,541.00)	177,424.00	0.00	0.00	177,424.00

HOW DO I VIEW THE REPORT?

Click blue error to go back

Data Function

Syracuse University FAB Data Warehouse
Display Amount Budget - Prior Fiscal Year to Date

Run Through Date: 07/21/2006
Begin Period: Ignored
End Period: Ignored

Fund: 11 Current Operations
Dept: 10000 General Department
Program: 00001 General Operations
Fiscal Yr: 2007 Prior Fiscal Year to Date


Expenses

Account	Account Description	Orig Base Amt	Base Adj Amt	Total Base	Carry Over	Non Base Adj Amt	Net Budget
560000	General Operating Budget	256,965.00	(79,541.00)	177,424.00	0.00	0.00	177,424.00
Expense Total:		256,965.00	(79,541.00)	177,424.00	0.00	0.00	177,424.00

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.



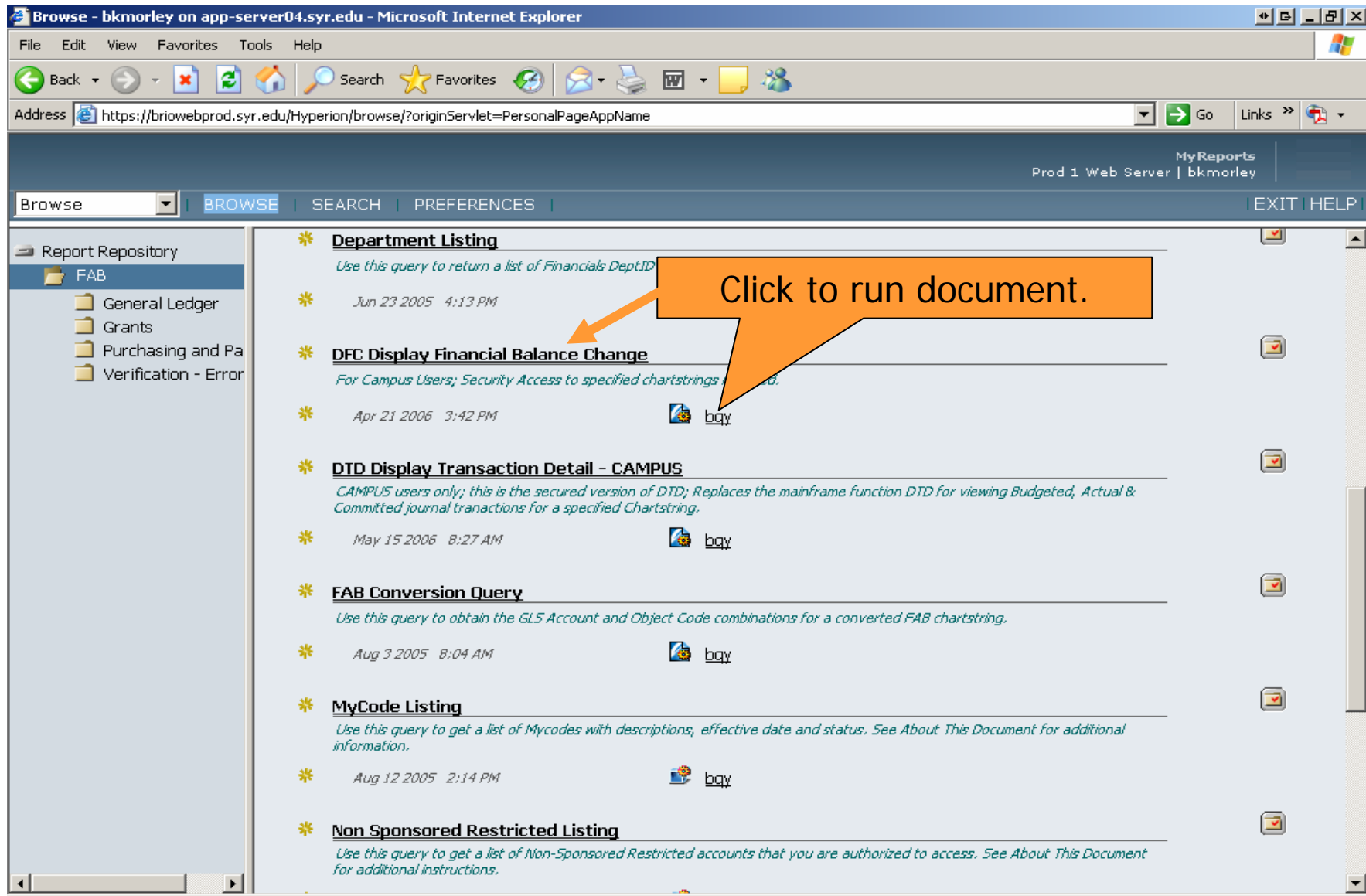
DFC – Display Financial Balance Change



DFC – Display Financial Balance Change

- How do I use it?
 - Use to view the financial balance at the end of a specified period (details beginning balance, monthly financial activity and ending balance).
 - Use to reconcile your accounts on a monthly basis.
- Where do I find the DFC?
- How do I run the DFC?
- How do I view the results?

HOW DO I PROCESS THE QUERY?



The screenshot shows a Microsoft Internet Explorer browser window displaying a web application. The address bar shows the URL: <https://briowebprod.syr.edu/Hyperion/browse/?originServlet=PersonalPageAppName>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The address bar has a search field and a 'Go' button. The web application interface has a top navigation bar with 'My Reports', 'Prod 1 Web Server | bkmorley', and 'EXIT | HELP'. Below this is a secondary navigation bar with 'Browse', 'BROWSE', 'SEARCH', 'PREFERENCES', and 'EXIT | HELP'. A left sidebar titled 'Report Repository' contains a tree view with 'FAB' expanded, showing sub-items: 'General Ledger', 'Grants', 'Purchasing and Pa', and 'Verification - Error'. The main content area lists several queries, each with a star icon, a title, a description, a date and time, and a 'bqx' icon. An orange callout box with the text 'Click to run document.' and an arrow points to the 'bqx' icon for the 'DFC Display Financial Balance Change' query.

Query Title	Description	Date/Time	Action
Department Listing	Use this query to return a list of Financials DeptID	Jun 23 2005 4:13 PM	
DFC Display Financial Balance Change	For Campus Users; Security Access to specified chartstrings	Apr 21 2006 3:42 PM	bqx
DTD Display Transaction Detail - CAMPUS	CAMPUS users only; this is the secured version of DTD; Replaces the mainframe function DTD for viewing Budgeted, Actual & Committed journal transactions for a specified Chartstring.	May 15 2006 8:27 AM	bqx
FAB Conversion Query	Use this query to obtain the GLS Account and Object Code combinations for a converted FAB chartstring.	Aug 3 2005 8:04 AM	bqx
MyCode Listing	Use this query to get a list of Mycodes with descriptions, effective date and status. See About This Document for additional information.	Aug 12 2005 2:14 PM	bqx
Non Sponsored Restricted Listing	Use this query to get a list of Non-Sponsored Restricted accounts that you are authorized to access. See About This Document for additional instructions.		

HOW DO I PROCESS THE QUERY?

Syracuse University Data Warehouse

Today's date: 7/21/2006

About This Document

DFC - Display Financial Balance Change

Select Type

Select Account Type

Click on one of the buttons:

- Revenue / Expense
- Asset / Liability / Net Asset

Go To Selection Page

1. Click Revenue/Expense radio button.

2. Click Go To Selection Page.

Do not Press
ENTER

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

HOW DO I PROCESS THE QUERY?

Syracuse University Data Warehouse

DFC - Display Financial Balance

Select Revenue / Expense

Select Revenue / Expense

	Code	Description
* Fund: 11		
** Dept: 10000		
** Program: 00001		
** Account:		

*** Note:** 2-digit or Blank

**** Note:** This field is Optional

**** Note:** This field is Optional

**** Note:** This field is

*** Fiscal Year:** Current Yr 2007 Prior Yr

*** Begin Period:** JUL

*** End Period:** JUN

*** Note:** This field is Required

Process Query

Clear

Click Process Query.

Current = 7/1/06 - present
Prior = 7/1/05 - 6/30/06

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

HOW DO I VIEW THE RESULTS?

Syracuse University Data Warehouse

Today's date: 7/21/2006

About This Document

DFC - Display Financial Balance Change

Select Type

Select Revenue / Expense

Select Revenue / Expense

	Code	Description	
^ Fund:	11	Current Operations	^Note: 2-digit or Blank
^^ Dept:	10000	General Department	^^Note: This field is Optional
^^ Program:	00001	General Operations	^^Note: This field is Optional
^^ Account:			^^Note: This field is Optional

Process Query

Clear

^^ Fiscal Year: Current Yr 2007
 Prior Yr

^^Note: This field is Required

^ Begin Period: JUL

^ End Period: JUN

Buttons appearing on the navigation bar indicate data returned for the type listed. Click on an available button to see the results in a pivot table, and to make reports available for Viewing and/or Printing.

Expenses

Click on Expenses.

IMPORTANT:
 The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Expenses				
Account	Account Description	Balance Fwd	Period Activity	Curr Balance
560101	Supplies - Office	0.00	6,859.25	6,859.25
560107	Supplies - Paper	0.00	987.25	987.25
560199	Supplies - Other	0.00	25.63	25.63

Preview Expense Summa

Print Expense Summary

Preview w/Mycode & F

HOW DO I VIEW THE RESULTS?

Project Type

Select Revenue / Expense

Expenses

IMPORTANT:
 Only transactions of this report are reported as of the current date. Please be aware of this limit when using the report.

Select Revenue / Expense

	Code	Description	
^ Fund:	<input type="text" value="11"/>	Current Operations	^Note: 2-digit or Blank
^^ Dept:	<input type="text" value="10000"/>	General Department	^Note: This field is Optional
^^ Program:	<input type="text" value="00001"/>	General Operations	^Note: This field is Optional
^^ Account:	<input type="text"/>		^Note: This field is Optional

^^ Fiscal Year: Current Yr 2007 ^Note: This field is Required

Prior Yr

^ Begin Period:

^ End Period:

Buttons appearing on the navigation bar indicate data returned for the type listed. Click on an available button to see the results in a pivot table, and to make reports available for Viewing and/or Printing.

Click Preview Expense Summary Report.

Expenses				
Account	Account Description	Balance Fwd	Period Activity	Curr Balance
560101	Supplies - Office	0.00	6,859.25	6,859.25
560107	Supplies - Paper	0.00	987.25	987.25
560199	Supplies - Other	0.00	25.63	25.63
560201	Telephone - Tolls	0.00	589.25	589.25
560202	Telephone - Local Calls	0.00	458.36	458.36
560204	Telephone - Installations	0.00	125.69	125.69

HOW DO I VIEW THE REPORT?

Syracuse University FAB Data Warehouse
Financial Transaction Summary for Selected Period
Non - Sponsored Programs
 Run Date: 07/21/06 10:57 AM
Please Note: if the End Period requested is greater than the Run Date, the data is as of the Run Date

Expenses

Fiscal Year: 2007 **Balance at Beginning of Period:** 0.00
 Begin Period: July **Net Change for Period:** 59,587.36
 End Period: June **Balance at End of Period:** 59,587.36
 Run Date: 07/21/06 10:57 AM

Fund: 11 Current Operations
Dept ID: 10000 General Department
Program: 00001 General Operations

Account GI	Account Desc	Balance Fwd	Period Activity	Curr Balance
560101	Supplies - Office	0.00	6,859.25	6,859.25
560107	Supplies - Paper	0.00	987.25	987.25
560199	Supplies - Other	0.00	25.63	25.63
560201	Telephone - Tolls	0.00	589.25	589.25
560202	Telephone - Local Calls	0.00	458.36	458.36
560204	Telephone - Installations	0.00	125.69	125.69
560205	Telephone - Voice Mail	0.00	549.36	549.36
560206	Telephone - Line Charges	0.00	3,687.62	3,687.62
560208	Telephone - Cellular Servic	0.00	6985.22	6985.22
560301	Freight	0.00	125.36	125.36
560302	Postage		25.36	25.36

HOW DO I VIEW THE REPORT?

Project Type

Select Revenue / Expense

Expenses

IMPORTANT:
Items of this report are reported by the FAB as of the date of the report. Please be aware of this limit when using the report.

Select Revenue / Expense

	Code	Description	
^ Fund:	<input type="text" value="11"/>	Current Operations	^Note: 2-digit or Blank
^^ Dept:	<input type="text" value="10000"/>	General Department	^^Note: This field is Optional
^^ Program:	<input type="text" value="00001"/>	General Operations	^^Note: This field is Optional
^^ Account:	<input type="text"/>		^^Note: This field is Optional

^^ Fiscal Year: Current Yr 2007 **^^Note: This field is Required**

Prior Yr

^ Begin Period:

^ End Period:

Buttons appearing on the navigation bar indicate data returned for the type listed. Click on an available button to see the results in a pivot table, and to make reports available for Viewing and/or Printing.

Expenses

Expenses				
Account	Account Description	Balance Fwd	Period Activity	Curr Balance
560101	Supplies - Office	0.00	6,859.25	6,859.25
560107	Supplies - Paper	0.00	987.25	987.25
560199	Supplies - Other	0.00	25.63	25.63
560201	Telephone - Tolls	0.00	589.25	589.25
560202	Telephone - Local Calls	0.00	458.36	458.36
560204	Telephone - Installations	0.00	125.69	125.69

Preview Expense Summary Report

Print Expense Summary Report

Preview w/Mycode & Project

Print w/Mycode & Project

Click Preview w/MyCode & Project.

HOW DO VIEW THE REPORT?

Click blue error to go back.

Syracuse University FAB Data Warehouse Financial Transactions for Selected Period Non - Sponsored Programs

Run Date: 07/21/06 11:00 AM

Please Note: if the End Period requested is greater than the Run Date, the data is as of the Run Date

Expenses

Fiscal Year: 2007

Begin Period: July

End Period: June

Run Date: 07/21/06 11:00 AM

Balance at Beginning of Period: 0.00

Net Change for Period: 59,587.36

Balance at End of Period: 59,587.36

Fund: 11 Current Operations

Dept ID: 10000 General Department

Program: 00001 General Operations

Account G	Account Desc	MyCode	MyCode Desc	Project ID	Project Desc	Balance Fwd	Period Activity	Curr Balance
560101	Supplies - Office	167100	Admin			0.00	6,859.25	6,859.25
560107	Supplies - Paper	167101	Comp Proj			0.00	987.25	987.25
560199	Supplies - Other	167102	Comp Supp			0.00	25.63	25.63
560201	Telephone - Tolls	167103	Comp Syst			0.00	589.25	589.25
560202	Telephone - Local Calls	167104	EMS			0.00	458.36	458.36
560204	Telephone - Installations	167107	Gen			0.00	125.69	125.69
560205	Telephone - Voice Mail	167107	Gen			0.00	549.36	549.36
560206	Telephone - Line Charges	167107	Gen			0.00	3,687.62	3,687.62
560208	Telephone - Cellular Service	167100	Admin			0.00	6985.22	6985.22
560301	Freight	167104	EMS			0.00	125.36	125.36
560302	Postage	167103	Comp Syst				25.36	25.36



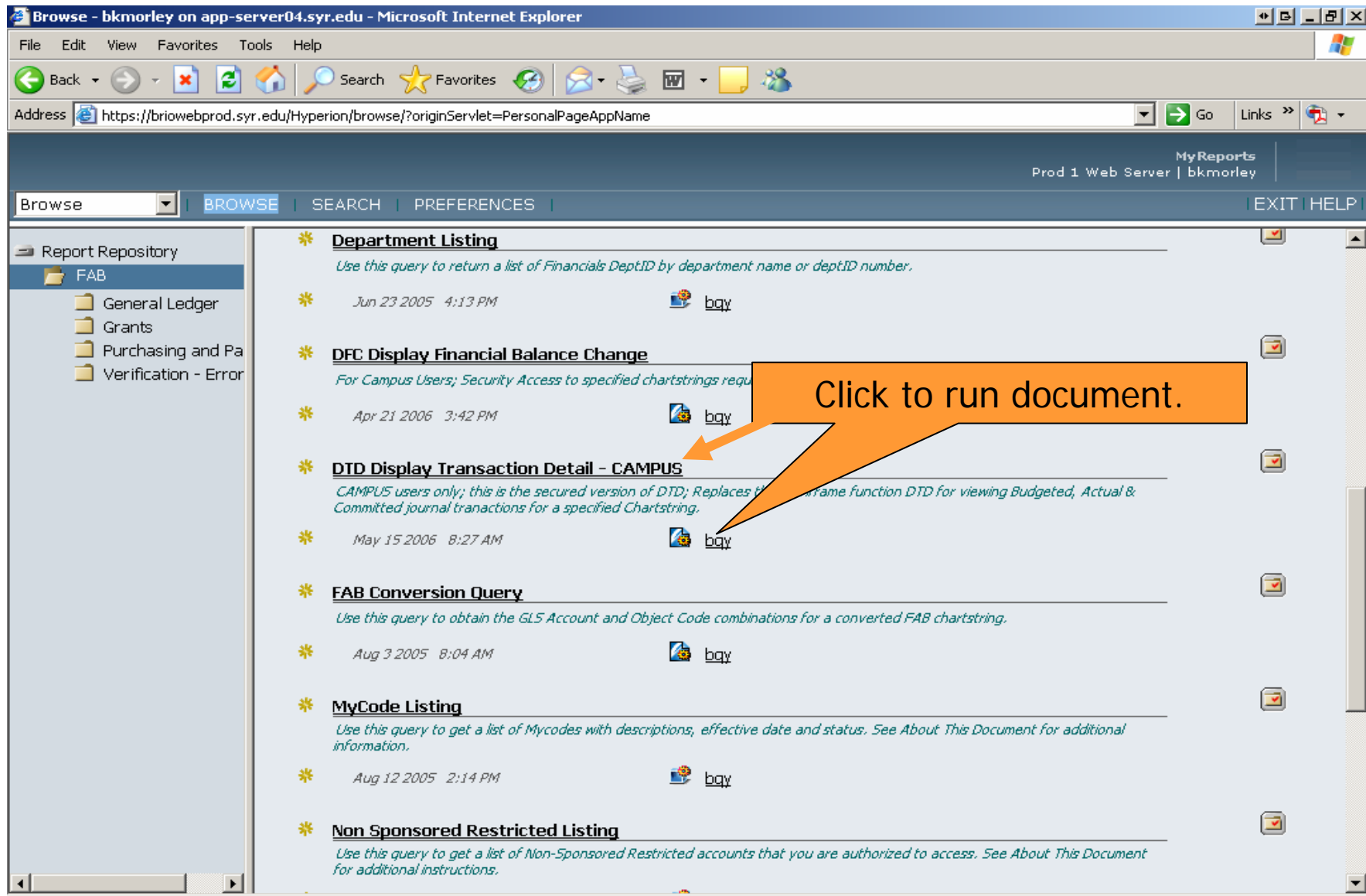
DTD – Display Transaction Detail



DTD – Display Transaction Detail

- How do I use it?
 - Use to retrieve the detail budget, actuals, and commitment journal transactions for a specified department.
 - Use for Current and Prior fiscal year.
- Where do I find the DTD Report?
- How do I run the DTD Report?
- How do I view the results?

HOW DO I PROCESS THE QUERY?



The screenshot shows a Microsoft Internet Explorer browser window displaying a web application. The address bar shows the URL: <https://briowebprod.syr.edu/Hyperion/browse/?originServlet=PersonalPageAppName>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The address bar has a search icon and a 'Go' button. The web application interface has a top navigation bar with 'My Reports' and 'Prod 1 Web Server | bkmorley'. Below this is a menu with 'Browse', 'SEARCH', and 'PREFERENCES'. On the left, there is a 'Report Repository' sidebar with a tree view showing folders like 'FAB', 'General Ledger', 'Grants', 'Purchasing and Pa', and 'Verification - Error'. The main content area lists several queries, each with a star icon, a title, a description, a date and time, and a 'bqy' icon. An orange callout box with the text 'Click to run document.' points to the 'bqy' icon for the 'DTD Display Transaction Detail - CAMPUS' query.

Query Title	Description	Date/Time	Action
Department Listing	Use this query to return a list of Financials DeptID by department name or deptID number.	Jun 23 2005 4:13 PM	bqy
DFC Display Financial Balance Change	For Campus Users; Security Access to specified chartstrings requ...	Apr 21 2006 3:42 PM	bqy
DTD Display Transaction Detail - CAMPUS	CAMPUS users only; this is the secured version of DTD; Replaces the same function DTD for viewing Budgeted, Actual & Committed journal transactions for a specified Chartstring.	May 15 2006 8:27 AM	bqy
FAB Conversion Query	Use this query to obtain the GLS Account and Object Code combinations for a converted FAB chartstring.	Aug 3 2005 8:04 AM	bqy
MyCode Listing	Use this query to get a list of Mycodes with descriptions, effective date and status. See About This Document for additional information.	Aug 12 2005 2:14 PM	bqy
Non Sponsored Restricted Listing	Use this query to get a list of Non-Sponsored Restricted accounts that you are authorized to access. See About This Document for additional instructions.		bqy

HOW DO I PROCESS THE QUERY?

Syracuse University Data Warehouse

Today's date: 7/21/2006

About This Document

DTD - Display Transaction Detail

Select Type

Select Account Type

Choose The Account Type on wish you want to Select:

Account Type: Revenue / Expense
 Asset / Liability

Go To Selection

1. Click **Revenue/Expense**.

2. Click **Go To Selection Page**.

Do not Press
ENTER

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

HOW DO I PROCESS THE QUERY?

Syracuse University Data Warehouse

Today's date: 7/21/2006

About This Document

DTD - Display Transaction Detail

Select Type

Select Revenue/Expense

Selection - Revenue/Expense

Enter data in the following fields:

	Code	Description
Fiscal Year:	<input type="text" value="2007"/>	} Enter information & Click Process.
Fund:	<input type="text" value="11"/>	
Dept:	<input type="text" value="10000"/>	
Program':	<input type="text" value="00001"/>	
Account':	<input type="text"/>	
MyCode':	<input type="text"/>	
Start Date:	<input type="text" value="07/01/06"/>	<input type="text" value="Enter as: mm/dd/yy"/>
End Date:	<input type="text" value="07/21/06"/>	<input type="text" value="Enter as: mm/dd/yy"/>

'Note: This field is Optional

'Note: This field is Optional

'Note: This field is Optional

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Note 1: When you type in Fiscal Year, Start Date and End Date automatically populate with the current month. You can change them if necessary.

Note 2: Do not press Enter. If you press Enter, click Clear Selection and re-enter data.



HOW DO I PROCESS THE QUERY?

Syracuse University Data Warehouse

Today's date: 7/21/2006

About This Document

DTD - Display Transaction Detail

Select Type

Select Revenue/Expense

Selection - Revenue/Expense

Enter data in the following fields:

	Code	Description	
Fiscal Year:	<input type="text" value="2007"/>		<input type="button" value="Process"/>
Fund:	<input type="text" value="11"/>	Current Operations	<input type="button" value="Clear Selection"/>
Dept:	<input type="text" value="10000"/>	General Department	
Program'':	<input type="text" value="00001"/>		'Note: This field is Optional
Account'':	<input type="text"/>		'Note: This field is Optional
MyCode'':	<input type="text"/>		'Note: This field is Optional
Start Date:	<input type="text" value="07/01/06"/>	Enter as: mm/dd/yy	
End Date:	<input type="text" value="07/21/06"/>	Enter as: mm/dd/yy	

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

<<<<<< Important: Click on the **Process Status** button to view the associated list(s) below.

Process Status

Report Processing Complete

Click **OK**.

HOW DO I VIEW THE RESULTS?

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Fiscal Year:

Fund:

Dept:

Program':

Account':

MyCode':

Start Date:

End Date:

Current Operations

General Department

Enter as: mm/dd/yy

Enter as: mm/dd/yy

Process

View Summary

Clear Selection

Print Summary

Note: This field is Optional

Note: This field is Optional

Note: This field is Optional

Export Results

Actuals

Budget

Commitments

Important: Click on the link in the blue Navigation Bar at left to view the associated list(s) below.

Click Actuals.

No Revenue Results Returned

Navigation buttons only display if there is activity for the time period you selected.

Expenses - Type A

View Detail

Print Detail

Export Detail

Select an available line and click a button to perform the action

Acct	Acct Desc	Prog	Posted Dt	Journal ID	Syr Transaction Desc	Amount
560101	Supplies - Office	00001	07/01/06	0000054698	VISA-DEC-SMITH	75.00
560201	Telephone- Tolls	00001	07/05/06	TEL0065895	Telecom Long Dist.	3.58
560301	Freight	00001	07/12/06	APA0065892	INV60181214 Jane Smith	5.65
560409	Maint-Physical	00001	07/18/06	FMS0025248	59105 W032581569 - Aug- 2005	169.56
560704	Travel- Local	00001	07/20/06	APA0059586	INV59581364 Jenn Cole	456.99
560705	Travel - Conference	00001	07/26/06	0000039198	MBNA 07/05 Smith	1698.25

HOW DO I VIEW THE RESULTS?

← → Home

Select Revenue/Expense

Actuals

Budget

Commitments

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Code	Description
Fiscal Year: 2007	
Fund: 11	Current Operations
Dept: 10000	General Department
Program': 00001	
Account':	
MyCode':	
Start Date: 07/01/06	Enter as: mm/dd/yy
End Date: 07/21/06	Enter as: mm/dd/yy

Expenses - Type A View Detail Print Detail

Acct	Acct Desc	Prog	Posted Dt	Journal ID	Syr Transaction	Amount
560101	Supplies - Office	00001	07/01/06	0000054698	VISA-DEC	75.00
560201	Telephone- Tolls	00001	07/05/06	TELD065895	Telecom Long	3.58
560301	Freight	00001	07/12/06	APA0065892	INV60181214 Jane	5.65
560409	Maint-Physical	00001	07/18/06	FMS0025248	59105 W032581569 - Aug	169.56
560704	Travel- Local	00001	07/20/06	APA0059586	INV59581364 Jenn Cole	456.99
560705	Travel - Conference	00001	07/26/06	0000039198	MBNA 07/05 Smith	1698.25

Revenues - Type A View Detail Print Detail Export Detail Select an available line and click a button to perform the action

Acct	Acct Desc	Prog	Posted Dt	Journal ID	Syr Transaction	Amount
411001	Course Fees	21203	07/01/06	PSF0060530	1158 Course Fee	45.00
411001	Course Fees	21203	07/08/06	PSF0060689	1158 Course Fee	25.00
411001	Course Fees	21203	07/11/06	PSF0061589	1158 Course Fee	65.00
411001	Course Fees	21203	07/15/06	PSF0062358	1158 Course Fee	-100.00
411001	Course Fees	21203	07/19/06	PSF0066852	1158 Course Fee	75.00
411001	Course Fees	21203	07/23/06	PSF0069851	1158 Course Fee	15.00

Click **View Summary.**

Process View Summary

Clear Selection Print Summary

Note: This field is Optional

Note: This field is Optional

Note: This field is Optional

Note additional scroll bars for navigating within the reports.

HOW DO I VIEW THE REPORTS?

For previous screen, use back arrow, not browser back button.

Syracuse University FAB Data Warehouse Budget Summary Reports for Expenses

Budget Date Range: Between 07/01/06, 01/17/06

Fund: 11

Department: 10000 General Dept.

Program: 00001 General Operations

Expenses

Account GI	Account Desc	Budget Class	Journal Date	Posted Date	Journal ID	Syr Transaction Desc	Amount
560000	General Operations	BOR	07/01/06	07/01/06	BUD10000	Orig Budget	159,897.00
560000	General Operations	BTR	07/08/06	07/09/06	0000032598	Transfer of Department operating	9,878.00
560000	General Operations	BTR	07/11/06	07/12/06	0000037098	FB PIN 78958 John Doe	-5,895.00
560000	General Operations	BTR	07/13/06	07/13/06	0000045893	Add balance of \$30K position and split a \$80K position into two	70,751.00
560000	General Operations	NTR	07/15/06	07/16/06	0000047659	Move FY 06/07 base FB back to dept. for FY	-70,751.00
560000	General Operations	NTR	07/27/06	07/27/06	0000048956	Move Operating back to tech budget	-9,878.00

Budget Totals for Program 00001 - General Operations

Expenses	159,897.00
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HOW DO I VIEW THE REPORTS?

For previous screen, use back arrow, not browser back button.

SYRACUSE UNIVERSITY FAB Data Warehouse
Actuals: Display Transaction Detail (DTD) Non-Payroll
Account Type: Expenses

Data Refreshed as of: 5

Fiscal Yr: 2007
Journal ID: APA0065892 Journal Date: 07/20/06 Posted Date: 07/20/06
Originator: FINRNCTRL
Budget Class:
Journal Class:
Source: APA
Date Range: Between 07/01/06, 07/21/06

Fund: 11 Current Operations
Dept: 10000 General Operations
Program: 00001 General Operations

Transaction Description:

INV60181214 Jane Smith

Expenses

Account Gl	Account Desc	Mycode	Mycode Desc	Project Id	Activity Id	Budget Ref	A
560101	Supplies-Office	167103	Comp Syst				

HOW DO I EXPORT THE RESULTS?

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Actuals

Budget

Commitments

Fiscal Year: 2007

Fund: 11

Dept: 10000

Program: 00001

Account:

MyCode:

Start Date: 07/01/06

End Date: 07/21/06

Current Operations

General Department

Enter as: mm/dd/yy

Enter as: mm/dd/yy

Process

View Summary

Clear Selection

Print Summary

Note: This field is Optional

Note: This field is Optional

Note: This field is Optional

Export Results

Important: Click on the link in the blue Navigation Bar at left to view the associated list(s) below.

Click Export Results.

No Revenue Results Returned

Expenses - Type A

View Detail

Print Detail

Export Detail

Select an available line and click a button to perform the action

Acct	Acct Desc	Prog	Posted Dt	Journal ID	Syr Transaction Desc	Amount
560101	Supplies - Office	00001	07/01/06	0000054698	VISA-DEC-SMITH	75.00
560201	Telephone- Tolls	00001	07/05/06	TEL0065895	Telecom Long Dist.	3.58
560301	Freight	00001	07/12/06	APA0065892	INV60181214 Jane Smith	5.65
560409	Maint-Physical	00001	07/18/06	FMS0025248	59105 W032581569 - Aug- 2005	169.56
560704	Travel- Local	00001	07/20/06	APA0059586	INV59581364 Jenn Cole	456.99
560705	Travel - Conference	00001	07/26/06	0000039198	MBNA 07/05 Smith	1698.25

HOW DO I EXPORT THE RESULTS?

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Actuals

Budget

Commitments

Fiscal Year:

Fund:

Dept:

Program:

Account:

MyCode:

Start Date: Enter as: mm/dd/yy

End Date: Enter as: mm/dd/yy

Current Operations

General Department

Important: Click on the link in the blue navigation bar at left to view the associated list(s) below.

Export Successful

The file was exported as C:\Documents and Settings\bkmorley\Desktop\Export_Commit_DTD.xls

Click OK.

Expenses - Type A Select an available line and click a button to perform the action

Acct	Acct Desc	Prog	Posted Dt	Journal ID	Syr Transaction Desc	Amount
560101	Supplies - Office	00001	07/01/06	0000054698	VISA-DEC-SMITH	75.00
560201	Telephone- Tolls	00001	07/05/06	TEL0065895	Telecom Long Dist.	3.58
560301	Freight	00001	07/12/06	APA0065892	INV60181214 Jane Smith	5.65
560409	Maint-Physical	00001	07/18/06	FMS0025248	59105 W032581569 - Aug- 2005	169.56
560704	Travel- Local	00001	07/20/06	APA0059586	INV59581364 Jenn Cole	456.99
560705	Travel - Conference	00001	07/26/06	0000039198	MBNA 07/05 Smith	1698.25

HOW DO I VIEW THE RESULTS?

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Actuals

Budget

Commitments

Fiscal Year: 2007

Fund: 11

Dept: 10000

Program: 00001

Account:

MyCode:

Start Date: 07/01/06

Enter as: mm/dd/yy

End Date: 07/21/06

Enter as: mm/dd/yy

Current Operations

General Department

Process

View Summary

Clear Selection

Print Summary

Click View Summary.

Note: This field is Optional

Note: This field is Optional

Export Results

Click to view Budget.

Use Navigation Bar at left to view the associated list(s) below.

No Revenue Results Returned

Expenses - Type A

View Detail

Print Detail

Export Detail

Select an available line and click a button to perform the action

Acct	Acct Desc	Prog	Cls	Posted Dt	Journal ID	Syr Transaction Desc	Amount
560000	General Operations	00001	BOR	07/01/06	BUD10000	Orig Budget	159,897.00
560000	General Operations	00001	BTR	07/05/06	0000032598	Transfer of Department operating	9,878.00
560000	General Operations	00001	BTR	07/12/06	0000037098	FB PIN 78958 John Doe	-5,895.00
560000	General Operations	00001	BTR	07/18/06	0000045893	Add balance of \$30K position	-2,658.00
560000	General Operations	00001	NTR	07/20/06	0000047659	Move FY 06/07 base FB back to dept. for FY	2,658.00
560000	General Operations	00001	NTR	07/26/06	0000048956	Move Operating back to tech budget	-9,878.00

HOW DO I VIEW THE REPORTS?

For previous screen, use back arrow, not browser back button.

Budget Summary Reports for Expenses

Budget Date Range: Between 07/01/06, 01/17/06

Fund: 11

Department: 10000 General Dept.

Program: 00001 General Operations

Expenses

Account GI	Account Desc	Budget Class	Journal Date	Posted Date	Journal ID	Syr Transaction Desc	Amount
560000	General Operations	BOR	07/01/06	07/01/06	BUD10000	Orig Budget	159,897.00
560000	General Operations	BTR	07/08/06	07/09/06	0000032598	Transfer of Department operating	9,878.00
560000	General Operations	BTR	07/11/06	07/12/06	0000037098	FB PIN 78958 John Doe	-5,895.00
560000	General Operations	BTR	07/13/06	07/13/06	0000045893	Add balance of \$30K position and split a \$80K positino into two	70,751.00
560000	General Operations	NTR	07/15/06	07/16/06	0000047659	Move FY 06/07 base FB back to dept. for FY	-70,751.00
560000	General Operations	NTR	07/27/06	07/27/06	0000048956	Move Operating back to tech budget	-9,878.00

Budget Totals for Program 00001 - General Operations

Expenses	159,897.00
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HOW DO I VIEW THE REPORTS?

For previous screen, use back arrow, not browser back button.

SYRACUSE UNIVERSITY FAB Data Warehouse
 Budgets: Display Transaction Detail (DTD) Non-Payroll
 Account Type: Expenses

Data Refreshed as of:

Fiscal Year: **2007**
Journal ID: **BUD10000** Journal Date: **07/01/06** Posted Date: **06/20/06**
OriginatorID: **BOR** **Base Original**
Budget Class: **BOR** **Base Original**
Journal Class: **BOR**
Source: **EXT** **PS/GL External Journal**
Date Range: **Between 07/01/06, 07/21/06**

Fund: **11** **Current Operations**
Dept: **10000** **General Operations**
Program: **00001** **General Operations**

Transaction Description:

OrigBudget

Expenses

<u>Account Gl</u>	<u>Account Desc</u>	<u>Mycode</u>	<u>Mycode Desc</u>	<u>Project Id</u>	<u>Activity Id</u>	<u>Budget Ref</u>
560000	General Operating Budget	000000	No MyCode	00000	000	00

HOW DO I VIEW THE RESULTS?

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.

Actuals

Budget

Commitments

Fiscal Year: 2007

Fund: 11

Dept: 31025

Program': 10000

Account':

MyCode':

Start Date: 07/01/06

End Date: 07/21/06

Current Operations

Energy & Computing Management

General Department

Enter as: mm/dd/yy

Enter as: mm/dd/yy

Process

View Summary

Clear Selection

Summary

Note

Click View Summary.

Note: This field is Optional

Note: This field is Optional

Export Results

Important: Click on the link in the blue Navigation Bar at left to view the associated list(s) below.

Click to view Commitments.

Revenue Results Returned

Expenses - Type A

View Detail

Print Detail

Export Detail

Select an available line and click a button to perform the action

Acct	Acct Desc	Prog	Posted Dt	Journal ID	Syr Transaction Desc	Amount
560105	Telephone- Voice	00001	07/01/06	TELD065895	Telecom MNTHLY VMAIL	-25.36
560206	Telephone- Line	00001	07/05/06	TELD065999	Telecom MNTHLY TEL CHRG	-18.00
560499	Maintenance Oth	00001	07/12/06	0000048978	R068954 P00000100085 VITEC Solutions	498.36
562005	Software Purchase	00001	07/18/06	0000015896	R078653 P000001000259 Dicico Enterprises	169.56
562402	Audio/ Visual	00001	07/20/06	0000122587	Time Warner Cable	489.36

HOW DO I VIEW THE REPORTS?

For previous screen, use back arrow, not browser back button.

Syracuse University FAB Data Warehouse Commitments Summary Reports for Expenses

Commitment Date Range: Between 07/01/06, 07/21/06

Fund: 11
Department: 10000 General Dept.
Program 00001 General Operations

Expenses

Account GI	Account Desc	Journal Date	Posted Date	Journal ID	Syr Transaction Desc	Amount
560105	Telephone- Voice	07/01/06	07/01/06	TELD065895	Telecom MNTHLY VMAIL	-25.36
560206	Telephone- Line	07/08/06	07/09/06	TELD065999	Telecom MNTHLY TEL CHRG	-18.00
560499	Maintenance Oth	07/11/06	07/12/06	0000048978	R068954 P00000100085 VITEC Solutions	498.36
562005	Software Purchase	07/13/06	07/13/06	0000015896	R078653 P000001000259 Dicico Enterprises	169.56
562402	Audio/ Visual	07/15/06	07/16/06	0000122587	Time Warner Cable	489.36

Commitments Totals for Program 00001 - General Operations

Expenses 594.37

Commitments Totals for Department 10000 - General Dept.

Expenses 594.37



HOW DO I VIEW THE REPORTS?

For previous screen, use back arrow, not browser back button.

University FAB Data Warehouse
 Commitments: Display Transaction Detail (DTD)
 Account Type: Expenses

*Data Refreshed as of: Friday, Feb
 Data Refreshed as of: 1*

Fiscal Yr: **2007**
Journal ID: TEL0065895 Journal Date: **07/20/06** Posted Date: **07/20/06**
Originator: FINRNCTRL
Budget Clas:
Journal Class:
Source: **GL_JOURNAL** **General Ledger Journal**
Date Range: **Between 07/01/06, 07/21/06**

Department: 10000 General Department
Program: **00001** **General Operations**
Account: **560205** **Telephone-Voice Mail**

Transaction Description:
 Telecom MNTHLY VMAIL

<u>Transaction Id</u>	<u>Emplid</u>	<u>Svr Fdw Descr</u>	<u>Mycode</u>	<u>Mycode Desc</u>	<u>Project Id</u>	<u>Activity Id</u>	<u>Budg</u>
20050730							

HOW DO I PROCESS THE QUERY?

The screenshot shows a web browser window with the following elements:

- Header:** "Syracuse University Data Warehouse" on the left and "Today's date: 7/21/2006" on the right.
- Navigation:** "About This Document" and "DTD - Display Transaction Detail".
- Form Title:** "Select Account Type".
- Instruction:** "Choose The Account Type on wish you want to Select:" (highlighted in red).
- Form Fields:** "Account Type:" with two radio buttons: "Revenue / Expense" (unselected) and "Asset / Liability" (selected).
- Buttons:** "Go To Selection".
- Callouts:** Two orange boxes with arrows pointing to the "Asset / Liability" radio button and the "Go To Selection" button, containing the text: "1. Click **Asset / Liability** radio button." and "2. Click **Go To Selection**." respectively.
- Warning:** A yellow box with the text: "Do not Press **ENTER**".
- Footer:** "IMPORTANT: The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report."

HOW DO I PROCESS THE QUERY?

Syracuse University Data Warehouse Today's date: 7/21/2006

About This Document DTD - Display Transaction Detail

Select Type

Select Asset/Liability

Selection - Asset/Liability

Enter data in the following fields:

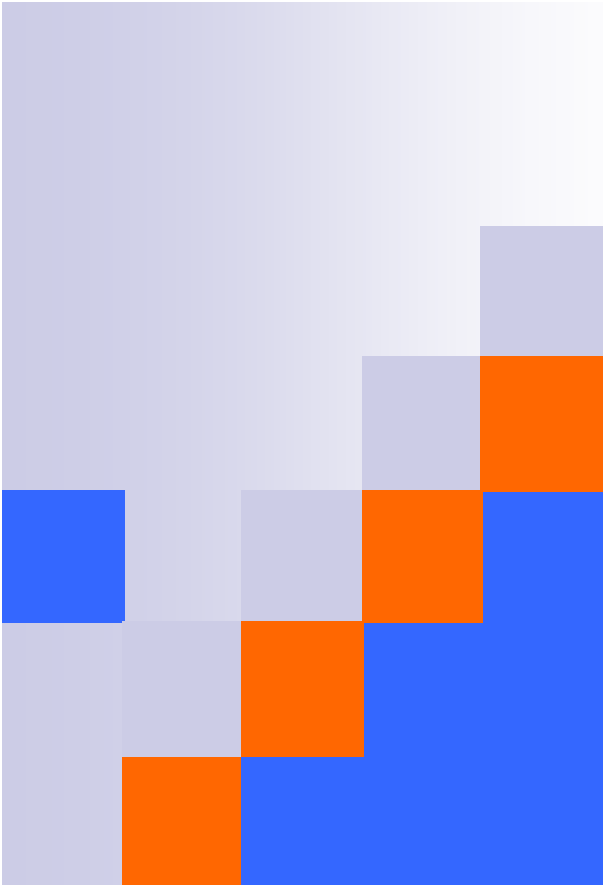
	Code	Description
Fiscal Year:	<input type="text" value="2007"/>	
Account':	<input type="text" value="118601"/>	
Program':	<input type="text"/>	
Start Date:	<input type="text" value="07/01/06"/>	<input type="text" value="Enter as: mm/dd/yy"/>
End Date:	<input type="text" value="07/21/06"/>	<input type="text" value="Enter as: mm/dd/yy"/>

Process
Clear Selection

' = Partial entry Allowed

1. Enter data.
2. Click Process.

IMPORTANT:
The contents of this report are limited by the FAB Chartstring access of the processor as of the indicated run date. Please be aware of this limit when using the report.



GL Detail – Current and Prior Year



GL Detail – Current and Prior Year

- How do I use it?
 - Use to retrieve the detail budget, actuals, and commitment transaction for current and prior year.
 - Similar to DTD, but with more flexibility in selection variables.
- Where do I find the GL Detail – Current and Prior Year?
- How do I run the GL Detail – Current and Prior Year?
- How do I view the results?

HOW DO I PROCESS THE QUERY?

The screenshot shows a Microsoft Internet Explorer browser window displaying a web application. The address bar shows the URL: <https://briowebprod.syr.edu/Hyperion/browse/?originServlet=PersonalPageAppName>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The application interface has a top navigation bar with "Browse" selected, and other options like "SEARCH", "PREFERENCES", "EXIT", and "HELP". On the left, a "Report Repository" sidebar shows a tree structure with "FAB" and "General Ledger". The main content area lists several reports, each with a yellow star icon, a title, a description, a date, and a "bqy" icon. An orange callout box with the text "Click to run document." has an arrow pointing to the "bqy" icon of the "GL Detail - Current and Prior Year" report.

Report Repository

- FAB
- General Ledger

My Reports
Prod 1 Web Server | bkmorley

Browse | **BROWSE** | SEARCH | PREFERENCES | EXIT | HELP

Use this query to get payroll detail information by accounting periods. See About This Document for additional information.

- May 15 2006 2:06 PM bqy
- Open Purchase Order Commitments**
Use this query to get information on open purchase order commitments, selection limits and reports.
- May 15 2006 2:05 PM bqy
- GL Detail - Current and Prior Year**
Use this query to get reports on financial transaction detail information. See About This Document for additional information and instructions.
- May 15 2006 2:03 PM bqy
- Available Budget Balance with Dates**
Available Budget Balance with with additional limit on journal date(s). See About This Document for additional information and instructions.
- May 15 2006 1:50 PM bqy
- Available Budget Balance**
Use this query to get available budget balance information. See About This Document for additional information and instructions.
- May 15 2006 1:49 PM bqy
- Payroll Fiscal Year To Date Summary**
This query is a replacement for the Payroll Summary/Commitments reports. See About This Document for additional information.
- Apr 11 2006 9:34 AM bqy

Click to run document.

HOW DO I PROCESS THE QUERY?

The screenshot shows a software interface with a menu bar (File, Edit, View, Insert, Format, Results, Tools, Help) and a toolbar containing various icons, including a 'Process' button. The main window is titled 'Results' and contains a table with columns: Trans Type, Journal ID, Journal Date, Fund, Dept, Program, and Account. A callout box points to the 'Process' button with the text: 'Click **Process** to limit query.' Another callout box points to the 'Actuals FDPA' entry in the 'Sections' list on the left, containing the following definitions: 'FDPA = Fund, Department, Program, Account.', 'FDP = Fund, Department, Program', 'Myc = MyCode', and 'Acc = Account'. The bottom of the window shows a list of fields for the query, including Trans Type, Journal ID, Journal Date, Fund, Dept, Program, Account, Account Desc, Acct Type, Dept Desc, FISCAL YEAR, Fund Desc, Jnl Hdr Desc, Jnl Ln Ref, Program Desc, and DISPLAY AMOUNT.

HOW DO I PROCESS THE QUERY?

File Edit View Insert Format Results Tools Help

Results Limits(0) Sort(1) Outliner

Limit Drag Report Columns here to create Limits Sort Account

Sections

- About This Document
- Actuals FDP
- Actuals FDPA
- Actuals Myc
- Actuals Acc
- Budget FDP
- Budget FDPA
- Budget Myc
- Budget Acc
- Commit FDP

Query

- Trans Type
- Journal ID
- Journal Date
- Fund
- Dept
- Program
- Account
- Account Desc
- Acct Type
- Dept Desc
- FISCAL YEAR
- Fund Desc
- Jrnl Hdr Desc
- Jrnl Ln Ref
- Program Desc
- DISPLAY AMOUNT

Limit: FUND_CODE

Enter in one or more fund code(s) or click Ignore for all funds

Name: FUND_CODE

Include Nulls

Not = Equal

11
13

Custom Values
Custom SQL
Select All
Remove

OK
Cancel
Ignore
Advanced

1. Enter the Fund or Ignore to select all.
2. Choose from drop down box to change operator.
3. Click **OK**.

Note: Additional query criteria are available from drop down menu

= Equal
<> Not Equal
< Less Than
<= Less or Equal
> Greater Than
>= Greater or Equal
Begins With
Contains
Ends With

Trans Type , Journal ID , Journal Date , Fund , Dept , Program , Account , Account Desc , Acct Type , Dept Desc , FISCAL YEAR , Fund Desc , Jrnl Hdr Desc , Jrnl Ln Ref , Program Desc , DISPLAY_AMOUNT , Actuals Am , Budget Amount , Commit Am , MyCode , Budget Ref , Budget Ref Desc , Posted Date , MyCode Desc , Budget Class , Budget Class Desc , Trans Date , PO Nbr , Jrnl Ln Desc , Posted Dte , Journal Dte , ap , INVOICE_ID , PO_LINE_NBR , PO_REF , SYR_REQ_NUM ,

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.

HOW DO I PROCESS THE QUERY?

File Edit View Insert Format Results Tools Help

Results Limits(0) Sort(1) Outliner

Limit Drag Report Columns here to create Limits Sort Account

Trans Type	Journal ID	Journal Date	Fund	Dept	Program
------------	------------	--------------	------	------	---------

Limit: DEPTID

Enter in one or more deptID values or click Ignore for all DeptID values.

Name: DEPTID

Include Nulls

Not Begins With

Custom Values: 000

Buttons: OK, Cancel, Ignore, Help, Select All, Remove, Advanced

1. Enter the DeptID or Ignore to select all.
2. Choose from drop down box to change operator.
3. Click **OK**.

Trans Type , Journal ID , Journal Date , Fund , Dept , Program , Account , Account Desc , Acct Type , Dept Desc , FISCAL YEAR , Fund Desc , Jnl Hdr Desc , Jnl Ln Ref , Program Desc , DISPLAY_AMOUNT , Actuals Am , Budget Amounts , Commit Am , MyCode , Budget Ref , Budget Ref Desc , Posted Date , MyCode Desc , Budget Class , Budget Class Desc , Trans Date , PO Nbr , Jnl Ln Desc , Posted Dte , Journal Dte , ap , INVOICE_ID , PO_LINE_NBR , PO_REF , SYR_REQ_NUM ,

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.

HOW DO I PROCESS THE QUERY?

File Edit View Insert Format Results Tools Help

Results Limits(0) Sort(1) Outliner

Limit Drag Report Columns here to create Limits Sort Account

Trans Type	Journal ID	Journal Date	Fund	Dept	Program
------------	------------	--------------	------	------	---------

Limit: PROGRAM_CODE

Enter in one or more Program Codes or click Ignore to select all program codes.

Name: PROGRAM_CODE

Include Nulls

Not = Equal

Custom Values: 00001, 00013

Buttons: OK, Cancel, Ignore, Help, Select All, Remove, Advanced

1. Enter the Program or Ignore to select all.
2. Choose from drop down box to change operator.
3. Click **OK**.

Trans Type , Journal ID , Journal Date , Fund , Dept , Program , Account , Account Desc , Acct Type , Dept Desc , FISCAL YEAR , Fund Desc , Jnl Hdr Desc , Jnl Ln Ref , Program Desc , DISPLAY_AMOUNT , Actuals Am , Budget Amounts , Commit Am , MyCode , Budget Ref , Budget Ref Desc , Posted Date , MyCode Desc , Budget Class , Budget Class Desc , Trans Date , PO Nbr , Jnl Ln Desc , Faxed Dte , Journal Dte , ap , INVOICE_ID , PO_LINE_NBR , PO_REF , SYR_REQ_NUM , SUP_TRANSACTION_DESC , VENDOR_ID , VENDOR_NAME , VOUCHER_ID , VOUCHER_LINE_NBR , JNL_HDR , LONG_DESC , ACTIVITY_DESC

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.

HOW DO I PROCESS THE QUERY?

The screenshot shows a software interface with a menu bar (File, Edit, View, Insert, Format, Results, Tools, Help) and a toolbar. The main window displays a table with columns: Trans Type, Journal ID, Journal Date, Fund, Dept, Program, and Account. A dialog box titled "Limit: ACCOUNT_GL" is open, prompting the user to enter account values or click ignore. The dialog includes a "Name" field with "ACCOUNT_GL", an "Include Nulls" checkbox, a "Not" checkbox, and a "Begins With" dropdown menu. An orange callout box points to the "Begins With" dropdown menu, containing the following instructions:

1. Enter the Account or Ignore to select all.
2. Choose from drop down box to change operator.
3. Click **OK**.

The dialog also features a "Custom Values" field with "000000", a "Custom SQL" field, and buttons for "Select All", "Remove", and "Advanced".

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.

HOW DO I PROCESS THE QUERY?

File Edit View Insert Format Results Tools Help

Results Limits(0) Sort(1) Outliner

Limit Drag Report Columns here to create Limits Sort Account

Trans Type	Journal ID	Journal Date	Fund	Dept	Program
------------	------------	--------------	------	------	---------

Limit: MYCODE_CHRTFLD1

Enter in one or more MyCode values or click ignore to get all values.

Name: MYCODE_CHRTFLD1

Include Nulls

Not = Equal

00000

OK Cancel Ignore Help

Custom Values Custom SQL Select All Remove Advanced

1. Enter the MyCode or Ignore to select all.
2. Choose from drop down box to change operator.
3. Click **OK**.

Trans Type , Journal ID , Journal Date , Fund , Dept , Program , Account , Account Desc , Acct Type , Dept Desc , FISCAL YEAR , Fund Desc , Jnl Hdr Desc , Jnl Ln Ref , Program Desc , DISPLAY_AMOUNT , Actuals Am , Budget Amounts , Commit Am , MyCode , Budget Ref , Budget Ref Desc , Posted Date , MyCode Desc , Budget Class , Budget Class Desc , Trans Date , PO Nbr , Jnl Ln Desc , Fisted Dte , Journal Dte , ap , INVOICE_ID , PO_LINE_NBR , PO_REF , SYR_REQ_NUM , SUP_TRANSACTION_DESC , VENDOR_ID , VENDOR NAME , VOUCHER_ID , VOUCHER LINE_NBR , JNL_HDR_FONT_DESC , ACTIVITY_DESC

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.

HOW DO I PROCESS THE QUERY?

File Edit View Insert Format Results Tools Help

Results Limits(0) Sort(1) Outliner

Limit Drag Report Columns here to create Limits Sort Account

Trans Type	Journal ID	Journal Date	Fund	Dept	Program
------------	------------	--------------	------	------	---------

Limit: JOURNAL_DATE

Current selection is set to dates between. Enter in a begin and end date or click ignore to select all dates.

Name: JOURNAL_DATE

Include Nulls

Not Between

Custom Values: 09/15/05 12:00 AM, 09/30/05 12:00 AM, 10/01/05 12:00 AM, 10/15/05 12:00 AM, 10/31/05 12:00 AM, **07/01/06 12:00 AM**, 07/31/06 12:00 AM

Buttons: OK, Cancel, Ignore, Select All, Remove, Advanced

1. Enter the Begin Date, End Date or Ignore to select all.
2. Choose from drop down box to change operator.
3. Click **OK**.

Trans Type , Journal ID , Journal Date , Fund , Dept , Program , Account , Account Desc , Acct Type , Dept Desc , FISCAL YEAR , Fund Desc , Jnl Hdr Desc , Jnl Ln Ref , Program Desc , DISPLAY_AMOUNT , Actuals Am , Budget Amounts , Commit Am , MyCode , Budget Ref , Budget Ref Desc , Posted Date , MyCode Desc , Budget Class , Budget Class Desc , Trans Date , PO Nbr , Jnl Ln Desc , Posted Dte , Journal Dte , ap , INVOICE_ID , PO_LINE_NBR , PO_REF , SYR_REQ_NUM , SUP_TRANSACTION_DESC , VENDOR_ID , VENDOR_NAME , VOUCHER_ID , VOUCHER_LINE_NBR , JNL_HDR_FONT_DESC , ACTIVITY_DESC

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.

HOW DO I VIEW THE RESULTS?

The screenshot shows a software interface with a menu bar (File, Edit, View, Insert, Format, Results, Tools, Help) and a toolbar. The main window is titled 'Results' and contains a table of transactions. The table has columns: Trans Type, Journal ID, Journal Date, Fund, Dept, Program, Account, and Acct Type. The data rows are as follows:

Trans Type	Journal ID	Journal Date	Fund	Dept	Program	Account	Acct Type
B	BUD42353	7/1/06 9:00 AM	11	54858	00000	5xx-xxx	E
A	0000012345	7/5/06 9:00 AM	11	54858	00000	5xx-xxx	E
A	0000012346	7/8/06 9:00 AM	11	54858	00000	5xx-xxx	E
A	0000012347	7/10/06 9:00 AM	11	54858	00000	5xx-xxx	E
A	0000012348	7/12/06 9:00 AM	11	54858	00000	5xx-xxx	E
A	0000012349	7/18/06 9:00 AM	11	54858	00000	5xx-xxx	E
A	0000012355	7/20/06 9:00 AM	11	54858	00000	5xx-xxx	E
		7/24/06 9:00 AM	11	54858	00000	5xx-xxx	E
	0000012394	7/26/06 9:00 AM	11	54858	00000	5xx-xxx	E
	0000012399	7/26/06 9:00 AM	11	54858	00000	5xx-xxx	E

An orange callout bubble with the text 'Click All FDPA.' points to the 'All FDPA' option in the 'Sections' sidebar on the left. The sidebar also lists other options like 'Actuals FDP', 'Budget FDP', 'Commit FDP', 'All FDP', 'Results', 'Sum All by Account', 'Actuals Table', 'Sum Actuals by', 'Sum Actuals M', 'Budget Table', and 'Sum Budget by'.



Payroll Activity Detail



Payroll Activity Detail

- How do I use it?
 - Use to view payroll transactions for employees.
 - Use to categorize by account, department, category for desired accounting period(s).
- Where do I find the Payroll Activity Detail?
- How do I run the Payroll Activity Detail?
- How do I view the results?

HOW DO I PROCESS THE QUERY?

Browse - bkmorley on app-server04.syr.edu - Microsoft Internet Explorer

Address: https://briowebprod.syr.edu/Hyperion/browse/?originServlet=PersonalPageAppName

My Reports
Prod 1 Web Server | bkmorley

Browse | BROWSE | SEARCH | PREFERENCES | EXIT | HELP

Report Repository
FAB
General Ledger

General Ledger [Subscribe](#) | By Date SORT

- * **Budget Detail - Prior Years**
Use this query to retrieve detailed budget activity for fiscal information.
May 17 2006 7:14 AM
- * **Budget Detail - Current and Prior Year**
Use this query to retrieve detailed budget activity for current additional information.
May 17 2006 7:10 AM
- * **Payroll Activity Detail**
Use this query to get payroll detail information by accounting periods. See About This Document for additional information.
May 15 2006 2:06 PM
- * **Open Purchase Order Commitments**
Use this query to get information on open purchase order commitments. See About This Document for additional information on selection limits and reports.
May 15 2006 2:05 PM
- * **GL Detail - Current and Prior Year**
Use this query to get reports on financial transaction detail information. See About This Document for additional information and instructions.

Note: You will only get detail results in this query if your budget manager has given you payroll detail access.

Click to run document.

HOW DO I PROCESS THE QUERY?

The screenshot shows a software interface with a menu bar (File, Edit, View, Insert, Format, Results, Tools, Help) and a toolbar containing various icons, including a 'Process' button. An orange callout box points to the 'Process' button with the text "Click Process to limit query." The main window displays a 'Results' section with a table. The table has columns for 'Emplid', 'Department Desc', 'Deptid Desc', 'Deptid', and 'Jrnl Ln Ref'. The 'Results' section also includes a 'Sections' list on the left and a 'Query' list at the bottom. The 'Query' list includes fields like Name, Emplid, Department Desc, Display Amount, Accounting Dt, Syr Fdw Descr, Fiscal Year, and Kk Amount Type.

Emplid	Department Desc	Deptid Desc	Deptid	Jrnl Ln Ref
--------	-----------------	-------------	--------	-------------

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.

HOW DO I PROCESS THE QUERY?

The screenshot shows a software interface with a 'Results' window. A 'Limit' dialog box is open, titled 'Limit: Fiscal Year'. The dialog contains the following fields and options:

- Enter in a fiscal year value (ex: 2006)
- Name: Fiscal Year
- Include Nulls
- Not = Equal
- Custom Values: 0000, 2006, 2007
- Buttons: OK, Cancel, Ignore, Help, Select All, Remove

An orange callout box points to the 'Not = Equal' dropdown menu with the following instructions:

1. Enter the Fiscal Year or Ignore to select all.
2. Choose from drop down box to change operator.
3. Click **OK**.

A yellow note box in the top right corner contains the following text:

Note: There are currently 7 Limit Boxes available for your use:

1. Fiscal Year
2. Fund Code
3. Department Id
4. Program Code
5. Account
6. MyCode
7. Journal Date
8. Employee ID

The 'Query' window at the bottom left shows a list of fields: Name, Emplid, Department Desc, Display Amount, Accounting Dt, Syr Fdw Descr, Fiscal Year, and Kk Amount Type.

HOW DO I VIEW THE RESULTS?

The screenshot shows a software application window titled 'Results'. The interface includes a menu bar (File, Edit, View, Insert, Format, Results, Tools, Help), a toolbar, and a sidebar on the left. The sidebar has a 'Sections' pane with various report options, including 'Results' which is currently selected. Below the sidebar is a 'Query' pane showing a list of fields. The main area displays a table with the following data:

Emplid	Display Amount	Name Last First Middle	Department Desc	DeptID	Jrnl Ln Ref	Syr Fdw Descr
999999999	2,000.00	Smith, Jane Emma	General School	12345	SEMI PAY	ERN
999999999	2,000.00	Smith, Jane Emma	General School	12345	SEMI PAY	ERN
999999999	2,000.00	Thompson, Samantha Jo	General School	12345	SEMI PAY	ERN
999999999	2,000.00	Thompson, Samantha Jo	General School	12345	SEMI PAY	ERN

An orange callout box with the text 'Click on desired report.' points to the 'Results' section in the sidebar. At the bottom of the window, a status bar contains the text: 'Emplid , Display Amount , Accounting Dt , Name , Department Desc , Deptid Desc , Deptid , Jrnl Ln Ref , Syr Fdw Descr , Coa Syr Acct Type , Pay Period Date , Kk Amount Type , Account Gl , Account Gl Desc , Fund Code , Fund Code Desc , Program Code , Program Code Desc , Accounting Period , Mycode , Mycode Desc , Journal Date , Journal Id , Activity Id , Budget Ref , Project Id , Fiscal Year , Accounting Period Desc ,'.

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.

HOW DO I VIEW THE REPORTS?

Click here to view Payroll Activity Detail Report

Syracuse University FAB Data Warehouse
Payroll Activity Detail: Report by Employee
Payroll Transaction for Fiscal Year = 2007, Journal Date Between 07/01/06,07/24/06

Name: Smith, Jane Emplid: 999999999

July	Total - For Date Limited
8,000.00	8,000.00

Fund	Deptid	Program	Account	MyCode	Projec ID	Activity ID	Budget Re	Journal Date	Journal ID	Amount
11	12345	00001	549988					7/5/2006	PRP0054321	2,000.00
								7/12/2006	PRP0064321	2,000.00
								7/19/2006	PRP0076532	2,000.00
								7/26/2006	PRP0098765	2,000.00
										8,000.00

Emplid , Display Amount , Accounting Dt , Name , Department Desc , Deptid Desc , Deptid , Jnl Ln Ref , Syr Fdw Descr , Coa Syr Acct Type ,
 Pay Period Date , Kk Amount Type , Account Gl , Account Gl Desc , Fund Code , Fund Code Desc , Program Code , Program Code Desc ,
 Accounting Period , Mycode , Mycode Desc , Journal Date , Journal Id , Activity Id , Budget Ref , Project Id , Fiscal Year , Accounting Period Desc ,

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.



Available Budget Balance With Dates



Available Budget Balance with Dates

- How do I use it?
 - Use to retrieve budget, actual and commitment activity for all unrestricted and nonsponsored restricted funds.
 - View based on journal dates. Similar to DAA.
- Where do I find the Available Budget Balance with Dates?
- How do I run the Available Budget Balance with Dates?
- How do I view the results?

HOW DO I PROCESS THE QUERY?

The screenshot shows a Microsoft Internet Explorer browser window displaying a web application. The address bar shows the URL: <https://briowebprod.syr.edu/Hyperion/browse/?originServlet=PersonalPageAppName>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The application interface has a top navigation bar with "Browse" selected, and other options like "SEARCH", "PREFERENCES", "EXIT", and "HELP". On the left, a "Report Repository" sidebar shows a tree structure with "FAB" and "General Ledger". The main content area lists several reports, each with a yellow star icon, a title, a description, a date, and a "bqy" icon. An orange callout box with the text "Click to run document." has an arrow pointing to the "bqy" icon of the "GL Detail - Current and Prior Year" report.

Report Title	Description	Date	Icon
<i>Use this query to get payroll detail information by accounting periods. See About This Document for additional information.</i>		May 15 2006 2:06 PM	bqy
Open Purchase Order Commitments	<i>Use this query to get information on open purchase order commitments. See About This Document for additional information on selection limits and reports.</i>	May 15 2006 2:05 PM	bqy
GL Detail - Current and Prior Year	<i>Use this query to get reports on financial transaction detail information. See About This Document for additional information and instructions.</i>	May 15 2006 2:03 PM	bqy
Available Budget Balance with Dates	<i>Available Budget Balance with with additional limit on journal data. See About This Document for additional information and instructions.</i>	May 15 2006 1:50 PM	bqy
Available Budget Balance	<i>Use this query to get available budget balance information. See About This Document for additional information and instructions.</i>	May 15 2006 1:49 PM	bqy
Payroll Fiscal Year To Date Summary	<i>This query is a replacement for the Payroll Summary/Commitments reports. See About This Document for additional information.</i>	Apr 11 2006 9:34 AM	bqy

HOW DO I PROCESS THE QUERY?

The screenshot shows a software interface with a menu bar (File, Edit, View, Insert, Format, Results, Tools, Help) and a toolbar containing various icons and a 'Process' button. The main window is titled 'Results' and features a 'Sections' pane on the left with a tree view of query fields. The main area displays a table with columns: Transaction Type, Journal Id, Journal Date, Ledger, Fund Code, Deptid, and Deptid Desc. An orange callout box with a white border points to the 'Process' button in the toolbar, containing the text 'Click Process to limit query.'

Results

Limit Drag Report sections here to create Limits Sort Acct Cat Name

Transaction Type	Journal Id	Journal Date	Ledger	Fund Code	Deptid	Deptid Desc
------------------	------------	--------------	--------	-----------	--------	-------------

Click Process to limit query.

Query

- Transaction Type
- Journal Id
- Journal Date
- Ledger
- Fund Code
- Deptid
- Program Code
- Account Gl
- Mycode Chrtfld1
- Project Id
- Area Nbr
- Acct Cat Name
- Acct Cat Nbr
- Budget Class
- Accounting Period

Transaction Type , Journal Id , Journal Date , Ledger , Fund Code , Deptid , Deptid Desc , Account Type Desc , Program Code , Account Gl , Mycode Chrtfld1 , Project Id , Area Nbr , Acct Cat Name , Acct Cat Nbr , Budget Class , Accounting Period , Account Desc , Account Sh Desc , Account Type , Account Type Sh Desc , Budget Class Desc , Display Amount , FiscalYear , Fund Desc , Fund Sh Desc , Monetary Amount ,

HOW DO I PROCESS THE QUERY?

The screenshot shows a software interface with a 'Results' window. On the left, there is a 'Sections' list and a 'Query' tree. The 'Query' tree includes columns like Transaction Type, Journal Id, Journal Date, Ledger, Fund Code, Deptid, Program Code, Account Gl, Mycode Chrtfld1, Project Id, Area Nbr, Acct Cat Name, Acct Cat Nbr, Budget Class, and Accounting Period. The main window displays a table with columns: Transaction Type, Journal Id, Journal Date, and Ledger. A dialog box titled 'Limit: Fiscal Year' is open, showing a text field with 'Fiscal Year', a dropdown menu set to '= Equal', and a list of custom values: 0000, 2006, and 2007. An orange arrow points from the dialog box to a yellow note box on the right. Below the dialog box is an orange box with three numbered steps.

Results

Limit Drag Report Columns here to create Limits Sort Acct Cat Name

Transaction Type Journal Id Journal Date Ledger

Limit: Fiscal Year

Enter in a fiscal year value (ex: 2006)

Name: Fiscal Year

Include Nulls

Not = Equal

Custom Values: 0000, 2006, 2007

Select All Remove

OK Cancel Ignore Help

Note: There are currently 6 Limit Boxes available for your use:

1. Fiscal Year
2. Journal Date
3. Fund Code
4. Department Id
5. Program Code
6. Account

1. Enter the Fiscal Year or Ignore to select all.
2. Choose from drop down box to change operator.
3. Click **OK**.

Transaction Type , Journal Id , Journal Date , Ledger , Fund Code , Deptid , Deptid Desc , Account Type Desc , Program Code , Account Gl , Mycode Chrtfld1 , Project Id , Area Nbr , Acct Cat Name , Acct Cat Nbr , Budget Class , Accounting Period , Account Desc , Account Sh Desc , Account Type , Account Type Sh Desc , Budget Class Desc , Display Amount , FiscalYear , Fund Desc , Fund Sh Desc , Monetary Amount ,

HOW DO I VIEW THE RESULTS?

The screenshot shows a software interface with a menu bar (File, Edit, View, Insert, Format, Results, Tools, Help) and a toolbar. The main window is titled 'Results' and contains a 'Sections' pane on the left and a data table on the right. The 'Sections' pane lists various reports, with 'Area-Dept Summary by Budget Acct' highlighted. An orange callout box with the text 'Click on the desired report.' points to this report. The data table displays transaction details with columns: Trans Type, Journal ID, Journal Date, Ledger, Fund, Dept, Program, Account, and MyCode Chartfield.

Trans Type	Journal ID	Journal Date	Ledger	Fund	Dept	Program	Account	MyCode Chartfield
B	BUD42353	7/1/06 9:00 AM	CC_ADM_BUD	11	54858	00000	5000000	000000
B	BUD42354	7/5/06 1:00 PM	CC_ADM_BUD	11	54858	00000	5000000	000000
B	BUD42355	7/8/06 10:00 AM	CC_ADM_BUD	11	54858	00000	5000000	000000
	BUD42356	7/10/06 8:00 AM	CC_ADM_BUD	11	54858	00000	5000000	000000
			CC_ADM_BUD	11	54858	00000	5000000	000000
			CC_ADM_BUD	11	54858	00000	5000000	000000
			CC_ADM_BUD	11	54858	00000	5000000	000000
B	BUD42362	7/26/06 8:00 AM	CC_ADM_BUD	11	54858	00000	5000000	000000
B	BUD42363	7/26/06 3:00 PM	CC_ADM_BUD	11	54858	00000	5000000	000000

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.

HOW DO I VIEW THE REPORTS?

File Edit View Insert Format Report Tools Help

Process

Dept-Summary by Dept by Budget Acct

Sort Expression Groups Table

Sections

- About This Docun
- Area-Summary by
- Area-Summary by
- Area-Dept Summ
- Area-Dept Summ
- Dept-Summary b
- Dept-Summary b
- Dept-Summary b
- Fund-Program-SL
- Fund-Program-SL

Query

- Results
 - Transaction Ty
 - Journal Id
 - Journal Date
 - Ledger
 - Fund Code
 - Deptid
 - Program Code
 - Account GI
 - Mycode Chrtflc

Syracuse University FAB Data Warehouse
 Available Budget Balance with Dates
 Area-Summary by Budget Acct for Fiscal Year = 2007
 Journal Date Between

Area: [100] General
Account Type: Expenses

Budget Account	Budget Account Desc	Univ Net Budget	Activity Fiscal YTD	Open Commitments	Available Budget Balance
56000	General Operations	265,876.00	0.00	0.00	265,876.00
503200	Supplies	0.00	-2,000.00	0.00	2,000.00
514100	Communications	0.00	1,560.00	5,896.35	-7,456.35
500000	Postage and Freight	0.00	569.00	0.00	-569.00
511000	Maintenance	0.00	-236.26	0.00	236.26
530000	Printing and Publications	0.00	3,000.00	0.00	-3,000.00
510000	Travel	0.00	-400.00	0.00	400.00
Total: Expenses		265,876.00	2,492.74	5,896.35	257,486.91

Total Area: [100] General

	Univ Net Budget	Activity Fiscal YTD	Open Commitments	Available Budget Balance
Expenses	265,876.00	2,492.74	5,896.35	257,486.91



Available Budget Balance



Available Budget Balance

- How do I use it?
 - Use to retrieve budget, actual and commitment activity for all unrestricted and nonsponsored restricted funds.
 - Use for revenue and expense only. Similar to DAA.
- Where do I find the Available Budget Balance?
- How do I run the Available Budget Balance
- How do I view the results?

HOW DO I PROCESS THE QUERY?

The screenshot shows a Microsoft Internet Explorer browser window displaying a web application. The address bar shows the URL: <https://briowebprod.syr.edu/Hyperion/browse/?originServlet=PersonalPageAppName>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The address bar contains a search icon, a star for Favorites, and a Go button. The page header includes "My Reports" and "Prod 1 Web Server | bkmorley". The main navigation bar has tabs for "Browse", "BROWSE", "SEARCH", "PREFERENCES", "EXIT", and "HELP".

The main content area is a report repository. On the left, a sidebar shows a tree view with "Report Repository", "FAB", and "General Ledger". The main area lists several reports, each with a yellow star icon, a title, a description, a date and time, and a "bqy" icon. The reports listed are:

- Open Purchase Order Commitments**: Use this query to get information on open purchase order commitments. See About This Document for additional information on selection limits and reports. (May 15 2006 2:05 PM)
- GL Detail - Current and Prior Year**: Use this query to get reports on financial transaction detail information. See About This Document for additional information and instructions. (May 15 2006 2:03 PM)
- Available Budget Balance with Dates**: Available Budget Balance with with additional limit on journal instructions. (May 15 2006 1:50 PM)
- Available Budget Balance**: Use this query to get available budget balance information. See About This Document for additional information and instructions. (May 15 2006 1:49 PM)
- Payroll Fiscal Year To Date Summary**: This query is a replacement for the Payroll Summary/Commitments reports. See About This Document for additional information. (Apr 11 2006 9:34 AM)

An orange callout box with the text "Click to run document." has an arrow pointing to the "bqy" icon of the "Available Budget Balance" report.

HOW DO I PROCESS THE QUERY?

The screenshot shows a software interface with a toolbar at the top containing various icons and a 'Process' button. Below the toolbar is a 'Results' window with a 'Sections' pane on the left and a main data area. The 'Sections' pane lists various report sections, and the main area shows a table with columns like 'Transaction Type', 'Journal Id', 'Journal Date', 'Ledger', 'Fund Code', 'Deptid', and 'Deptid Desc'. An orange callout box points to the 'Process' button with the text 'Click Process to limit query.'

Transaction Type	Journal Id	Journal Date	Ledger	Fund Code	Deptid	Deptid Desc	Acct
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HOW DO I PROCESS THE QUERY?

The screenshot shows a software interface with a 'Results' window. On the left, there is a 'Sections' list with various report templates. Below that is a 'Query' tree view showing a list of fields: Transaction Type, Journal Id, Journal Date, Ledger, Fund Code, Deptid, Program Code, Account Gl, Mycode Chrtfld1, Project Id, Area Nbr, Acct Cat Name, Acct Cat Nbr, Budget Class, and Accounting Period. The main area displays a table with columns: Transaction Type, Journal Id, Journal Date, and Ledger. A 'Limit: Fiscal Year' dialog box is open, prompting the user to enter a fiscal year value (e.g., 2006). The dialog includes a 'Name' field (Fiscal Year), an 'Include Nulls' checkbox, a 'Not' checkbox, and a dropdown menu set to '= Equal'. A list of 'Custom Values' (0000, 2006, 2007) is shown below. An orange callout box points to the dialog with instructions: 1. Enter the Fiscal Year or Ignore to select all. 2. Choose from drop down box to change operator. 3. Click **OK**. A yellow callout box on the right lists five available limit boxes: 1. Fiscal Year, 2. Fund Code, 3. Department Id, 4. Program Code, 5. Account. The bottom of the interface shows a list of field names for the query results.

Note: There are currently 5 Limit Boxes available for your use:

1. Fiscal Year
2. Fund Code
3. Department Id
4. Program Code
5. Account

1. Enter the Fiscal Year or Ignore to select all.
2. Choose from drop down box to change operator.
3. Click **OK**.

HOW DO I VIEW THE RESULTS?

The screenshot shows a software interface with a toolbar at the top, a 'Results' window, and a 'Query' window. The 'Results' window displays a table of transaction data. The 'Query' window shows a list of fields used in the query. An orange callout box with the text 'Click on the desired report.' points to the 'Area-Dept Summary by Budget Acct' report in the 'Sections' list.

Sections List:

- About This Document
- Area-Summary by Budget Acct
- Area-Summary by Bud Acct-Program
- Area-Dept Summary by Budget Acct
- Area-Dept Summary by Bud Acct-Program
- Dept-Summary by Bud Acct-Program
- Dept-Summary by Dept by Budget Acct
- Dept-Summary by Program-Budget Acct
- Fund-Program-Summary by Budget Acct
- Fund-Program-Summary by Account

Table Data:

Trans Type	Journal ID	Journal Date	Ledger	Fund	Dept	Program	Account	MyCode Chartfield
B	BUD42353	7/1/06 9:00 AM	CC_ADM_BUD	11	54858	00000	5000000	000000
B	BUD42354	7/5/06 1:00 PM	CC_ADM_BUD	11	54858	00000	5000000	000000
B	BUD42355	7/8/06 10:00 AM	CC_ADM_BUD	11	54858	00000	5000000	000000
B	BUD42356	7/10/06 8:00 AM	CC_ADM_BUD	11	54858	00000	5000000	000000
B	BUD42361	7/24/06 9:00 AM	CC_ADM_BUD	11	54858	00000	5000000	000000
B	BUD42362	7/26/06 8:00 AM	CC_ADM_BUD	11	54858	00000	5000000	000000
B	BUD42363	7/26/06 3:00 PM	CC_ADM_BUD	11	54858	00000	5000000	000000

Query Fields:

- Transaction Type
- Journal Id
- Journal Date
- Ledger
- Fund Code
- Deptid
- Program Code
- Account Gl
- Mycode Chrtfld1
- Project Id
- Area Nbr
- Acct Cat Name
- Acct Cat Nbr
- Budget Class
- Accounting Period
- Account Desc

Status Bar: 0 of 0 Rows | 12/08/05 12:35:52

HOW DO I VIEW THE REPORTS?

File Edit View Insert Format Report Tools Help

Process

Dept-Summary by Dept by Budget Acct

Sort Expression Groups Table

Sections

- About This Docu
- Area-Summary by
- Area-Summary by
- Area-Dept Summ
- Area-Dept Summ
- Dept-Summary b
- Dept-Summary b
- Dept-Summary b
- Fund-Program-Su
- Fund-Program-Su

Query

- Results
 - Transaction Ty
 - Journal Id
 - Journal Date
 - Ledger
 - Fund Code
 - Deptid
 - Program Code
 - Account GI
 - Mycode Chrtflc

Syracuse University FAB Data Warehouse
 Available Budget Balance
 Area-Summary by Budget Acct for Fiscal Year = 2007
 Journal Date Between

Area: [100] General
 Account Type: Expenses

Budget Account	Budget Account Desc	Univ Net Budget	Activity Fiscal YTD	Open Commitments	Available Budget Balance
56000	General Operations	265,876.00	0.00	0.00	265,876.00
503200	Supplies	0.00	-2,000.00	0.00	2,000.00
514100	Communications	0.00	1,560.00	5,896.35	-7,456.35
500000	Postage and Freight	0.00	569.00	0.00	-569.00
511000	Maintenance	0.00	-236.26	0.00	236.26
530000	Printing and Publications	0.00	3,000.00	0.00	-3,000.00
510000	Travel	0.00	-400.00	0.00	400.00
Total: Expenses		265,876.00	2,492.74	5,896.35	257,486.91
Total Area: [100] General					
		<u>Univ Net Budget</u>	<u>Activity Fiscal YTD</u>	<u>Open Commitments</u>	<u>Available Budget Balance</u>
Expenses		265,876.00	2,492.74	5,896.35	257,486.91



Budget Detail- Current and Prior Year



Budget Detail – Current and Prior Year

- How do I use it?
 - Use to retrieve detail budget activity of unrestricted expenses and revenues.
 - Use only fund 11 and fund 14. Similar to the DAB.
- Where do I find the Budget Detail – Current and Prior Year?
- How do I run the Budget Detail – Current and Prior Year?
- How do I view the results?

HOW DO I PROCESS THE QUERY?

The screenshot shows a Microsoft Internet Explorer browser window displaying a web application. The browser's address bar shows the URL: `https://briowebprod.syr.edu/Hyperion/browse/?originServlet=PersonalPageAppName`. The application interface includes a navigation menu with options like "Browse", "SEARCH", and "PREFERENCES". A sidebar on the left lists "Report Repository" with sub-items "FAB" and "General Ledger". The main content area is titled "General Ledger" and contains a list of reports. Each report entry includes a title, a description, a date and time, and a document icon. An orange callout box with the text "Click to run document." points to the document icon for the "Budget Detail - Current and Prior Year" report.

Report Repository

- FAB
- General Ledger

General Ledger [Subscribe](#) | By Date [SORT](#)

- * **Budget Detail - Prior Years**
Use this query to retrieve detailed budget activity for fiscal years less than 2005. See About This Document for additional information.
May 17 2006 7:14 AM [document icon]
- * **Budget Detail - Current and Prior Year**
Use this query to retrieve detailed budget activity for current fiscal year or 1st prior fiscal year. See About This Document for additional information.
May 17 2006 7:10 AM [document icon]
- * **Payroll Activity Detail**
Use this query to get payroll detail information by accounting periods. See About This Document for additional information.
May 15 2006 2:06 PM [document icon]
- * **Open Purchase Order Commitments**
Use this query to get information on open purchase order commitments. See About This Document for additional information on selection limits and reports.
May 15 2006 2:05 PM [document icon]
- * **GL Detail - Current and Prior Year**
Use this query to get reports on financial transaction detail information. See About This Document for additional information and instructions. [document icon]

HOW DO I PROCESS THE QUERY?

The screenshot shows a software interface with a toolbar at the top containing various icons and a 'Process' button. Below the toolbar is a 'Results' window. On the left side of the 'Results' window, there is a 'Sections' pane with a tree view containing items like 'About This Document', 'MyCode Base and Non-Base Dtl', 'MyCode Detail Base and Non-Base', 'Base and Non-Base Budget by Program', 'Results', 'Base and Non-Base Budget', and 'Detail Base and Non-Base Budget'. Below the 'Sections' pane is a 'Query' pane with a tree view containing items like 'Business Unit', 'Journal Id', 'Journal Date', 'Journal Line', 'Fnd', 'Deptid', 'Prog', 'Acct', 'Project Id', 'Activity Id', 'Budget Ref', 'Class Fld', 'Accounting Period', 'Account Desc', 'Account Sh Desc', and 'Account Type'. The main area of the 'Results' window is a table with columns: 'Business Unit', 'Journal Id', 'Journal Date', 'Journal Line', 'Fnd', 'Deptid', and 'Account Type'. An orange callout box with a black border points to the 'Process' button in the toolbar, containing the text 'Click Process to limit query.'

HOW DO I PROCESS THE QUERY?

Results

Sections

- About This Document
- MyCode Base and Non-Base Dtl
- MyCode Detail Base and Non-Base
- Base and Non-Base Budget by Program
- Results
- Base and Non-Base Budget
- Detail Base and Non-Base Budget

Query

- Business Unit
- Journal Id
- Journal Date
- Journal Line
- Fnd
- Deptid
- Prog
- Acct
- Project Id
- Activity Id
- Budget Ref
- Class Fld
- Accounting Period
- Account Desc
- Account Sh Desc
- Account Type

Limit: Fiscal Year

Enter in a fiscal year value (ex: 2006)

Name: Fiscal Year

Include Nulls

Not = Equal

Custom Values: 0000, 2006, 2007

Buttons: OK, Cancel, Ignore, Help, Select All, Remove

Note: There are currently 4 Limit Boxes available for your use:

1. Fiscal Year
2. Department Id
3. Program Code
4. Account

1. Enter the Fiscal Year or Ignore to select all.

2. Choose from drop down box to change operator.

3. Click **OK**.

Business Unit , Journal Id , Journal Date , Journal Line , Fnd , Deptid , Account Type , Prog , Acct , Project Id , Activity Id , Budget Ref , Class Fld , Accounting Period , Account Desc , Account Sh Desc , Account Type Desc , Account Type Sh Desc , Activity Desc , Bdg Hdr Status , Bdg Hdr Status Desc , Bdg Hdr Status Sh Desc , Bdg Trans Type , Bdg Trans Type Desc , Bdg Trans Type Sh Desc , Budget Period ,

HOW DO I VIEW THE REPORTS?

File Edit View Insert Format Report Tools Help

Process Zoom

MyCode Base and Non-Base Dtl Expression Groups Table Sort

Sections

- About This
- MyCode Ba
- MyCode D
- Base and I
- Results
- Base and I
- Detail Bas

Query Results

- Busin
- Journ.
- Journ.
- Journ.
- Fnd
- Deptic
- Accot
- Prog
- Acct
- Projec
- Activil
- Budge
- Class
- Accot
- Accot

Syracuse University Financials Data Warehouse
Budget Detail - Fiscal Year = 2007
MyCode - Base and Non-Base Budget

MyCode: 000000 No MyCode

Account Type: E
Department: 99999 General School
Fund: 11 Current Operations
Program: 00001 General Operations

Acct	Account Desc	July 1 Budget	Base Budget Adj	Total Adj Base Budget	Non Base Adjustment	Carryover
513000	Exempt Non-Faculty 12 mo 40 hr	70,000	15,000	85,000	2,000	
503200	Grad Assist 9 mo 1 FTE 20 hr e	15,000	0	15,000	-15,000	
514100	NonExempt 12 mo 37.5 Base Hr	30,000	0	30,000	-5,000	
500000	9 mo Faculty 40 hrs	90,000	0	90,000		
511000	AcadAdm w Fac Rank 12 mo 40 hr	200,000	10,000	210,000		
530000	Faculty summer 40 hr	150,000	0	150,000	-40,000	
510000	Faculty - 12 Month 40 hr	200,000	0	200,000		
Subtotal by Acct Type/Program		755,000	25,000	780,000	-58,000	0
Subtotal by Account Type		1,440,000	35,000	1,475,000	-118,000	0

When dealing with Actuals the MyCode will be blank. When dealing with Budgets the MyCode will be all zeros if there is not a MyCode.

1 Page(s) Zoom: 100%

THE TRANSACTIONS AND AMOUNTS IN THESE MATERIALS ARE FICTITIOUS AND HAVE BEEN CREATED FOR TRAINING PURPOSES ONLY.