

Texas Skyward User Group Conference

Financial Management Data Mining

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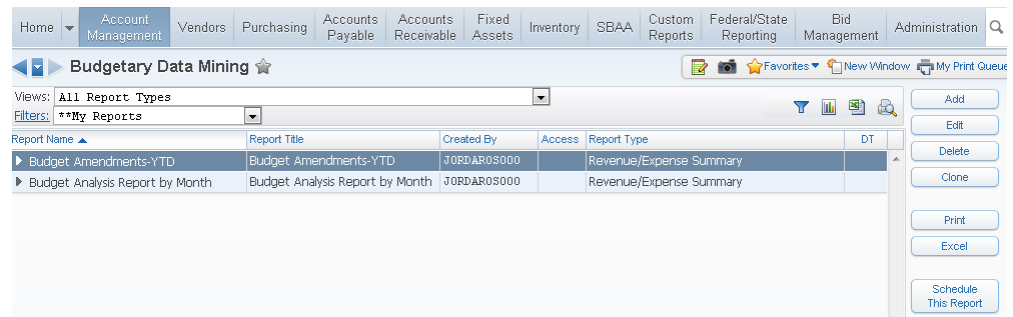
Financial Management Data Mining



See how to create new Financial Management reports, how to process reports, and how to schedule reports to run automatically.

- Creating and running reports: How to create a new report or run an existing report created by another user.
- Editing reports: How to clone reports created by another user and edit reports.
- Printing reports: How to schedule reports to run automatically.

- Note Views and Filters



Home Account Management Vendors Purchasing Accounts Payable Accounts Receivable Fixed Assets Inventory SBAA Custom Reports Federal/State Reporting Bid Management Administration

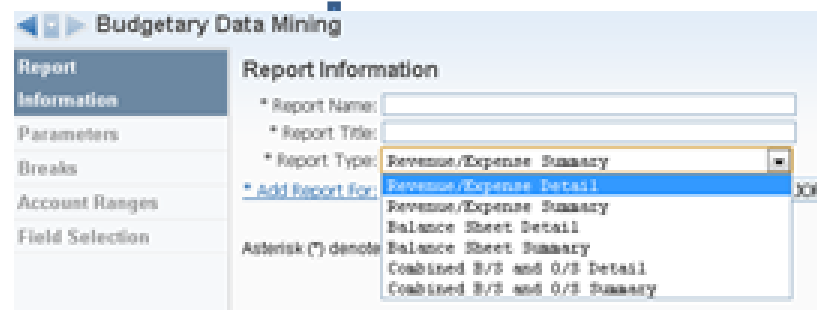
Budgetary Data Mining

Views: All Report Types
Filters: **My Reports

Report Name	Report Title	Created By	Access	Report Type	DT
Budget Amendments-YTD	Budget Amendments-YTD	JORDAR05000		Revenue/Expense Summary	
Budget Analysis Report by Month	Budget Analysis Report by Month	JORDAR05000		Revenue/Expense Summary	

Buttons: Add, Edit, Delete, Clone, Print, Excel, Schedule This Report

- Select type of report on Add



Budgetary Data Mining

Report Information

* Report Name:

* Report Title:

* Report Type: Revenue/Expense Summary

* Add Report for: Revenue/Expense Detail

Revenue/Expense Summary
Balance Sheet Detail
Balance Sheet Summary
Combined B/S and O/S Detail
Combined B/S and O/S Summary

Asterisk (*) denote

- Parameter selections can dramatically change a report

Parameters

Notes:

* Consolidate Funds: Yes No

* Budget Status: ?

* Print Detail: Yes No

* Detail Spacing:

* Print Totals: Yes No

* Suppress Zero Amounts: Yes No

Report access for other users

- No access
 Read only
 Modify

Add'l printing prompt for current user

Open Account Range Filter screen

Account exclusions

Exclude accounts that have

- Breaks determine where the report will total; Break Level Attributes affect the look of the report

Breaks

Sequence: R - REGULAR ACCOUNT SEQUENCE

FND	T	FC	OBJ	SO	ORG	F	PI	LOC
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Break Levels to include in processing

FND Position 3
T Position 1
FC Position 2

Break Level Attributes

Break: Single

Heading: Yes No

Separator: Yes No

Dbf Underline: Yes No

- Field Selection can be simple....

Field Selection

Fields to include in processing

Account Number	Select Fields
Revised Budget	Remove Field
Unexpended Balance	Clone Field
FYTD Activity	

Field Parameters

Type: Single Combination

Description: Unexpended Balance

Heading 1: Unexpended

Heading 2: Balance

of Digits: 12

Format: -,>>>, >>>, >>>9.99

Sign: Left CR Right Left with %

Year: Current Year <--- --->

Edited Whole Number

Report Width

Report Width: 83

- ...or can allow more complex set-up

Field Parameters

Type: Single Combination

Description: Monthly Activity

Heading 1: <M><Y>

Heading 2: Monthly Activity

of Digits: 12


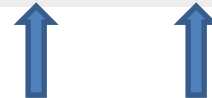
Format: ->, >>>, >>>, >>>9.99

Sign: Left CR Right Left with %

Year: Current Year <--- --->

Edited Whole Number

Month To Use: Report Ranges Auto-generate



Type: Single Combination

Description: Month Budget Revisions

Heading 1: <M><Y>

Heading 2: Budget Revisions

of Digits: 12

Format: ->, >>>, >>>, >>>9.99

Sign: Left CR Right Left with %

Year: Current Year <--- --->

Edited Whole Number

Month To Use: Report Ranges Auto-generate

Combo Parameters

* Description: Month Budget Transfers

Year: Current Year <--- --->

Month To Use: Report Ranges Auto-generate

Combo Calculation

- Amount Total
- Amount Difference (Amt 1-Amt 2)
- Percent (Amt 2/Amt 1)*100
- Percent ((Amt 1-Amt 2)/Amt 2)*100



Financial Management Data Mining



- Detail Reports allow additional options

Sources

Sources	Detail
<input checked="" type="checkbox"/> AP = Accounts Payable	<input type="checkbox"/>
<input checked="" type="checkbox"/> AR = Accounts Receivable	<input type="checkbox"/>
ARSY = Accts Receivables (System Generated)	
<input type="checkbox"/> Include Invoices	<input type="checkbox"/>
<input type="checkbox"/> Include Payments/Unapplied	<input type="checkbox"/>
<input type="checkbox"/> Include Cash Receipts/Deposits	<input type="checkbox"/>
<input checked="" type="checkbox"/> CR = Cash Receipts	<input type="checkbox"/>
<input checked="" type="checkbox"/> JE = Journal Entries	<input type="checkbox"/>
<input checked="" type="checkbox"/> PR = Payroll	<input type="checkbox"/>
<input type="checkbox"/> CD = Cash Disbursements	<input type="checkbox"/>
<input checked="" type="checkbox"/> PO = Purchase Orders	<input type="checkbox"/>
<input type="checkbox"/> TR = Transfers	<input type="checkbox"/>
<input type="checkbox"/> RV = Revisions	<input type="checkbox"/>
<input type="checkbox"/> IV = Inventory	<input type="checkbox"/>
Detail Description: <input type="radio"/> Short <input checked="" type="radio"/> Long	
<input type="checkbox"/> ITCR = Insurance Tracking Cash Receipts	<input type="checkbox"/>
<input type="checkbox"/> FXAD = Fixed Assets Disposals/Additions	<input type="checkbox"/>
<input type="checkbox"/> FXDP = Fixed Assets Depreciation	<input type="checkbox"/>
<input type="checkbox"/> YP = Prior Year Adjustments	<input type="checkbox"/>
<input type="checkbox"/> SB = Student Billing	<input type="checkbox"/>
Sign: <input checked="" type="radio"/> Left <input type="radio"/> CR <input type="radio"/> Right	

- Print All Accounts in Filter Range **?**
- Print Monthly Totals
- Print Account Summary
- Print Only Source Totals (Suppress detail)
- Print Accumulated Detail Subtotals
- Truncate Detail Fields

Purchase Order Parameters **?**

- Print all open Purchase Orders as of the report end date and beyond
- Print only Purchase Orders open as of the report end date (month/year)

Include Budget Requisitions **?**

- Print Approved Status
- Print Denied Status
- Print Pending Status

- Schedule Reports

Scheduled Task Maintenance

Task Information

Task Status: Active Inactive Entity:

* Task Description:
Task cannot be synchronized because there is no associated template. ?

* Start Date: * Start Time:

* End Date: Don't Start After:

Run After:

Day(s) of the week

Mon Tue Wed Thur Fri Sat Sun

Specific day of the month (1-31)

Specific Day (1-31):

Month(s) of the year

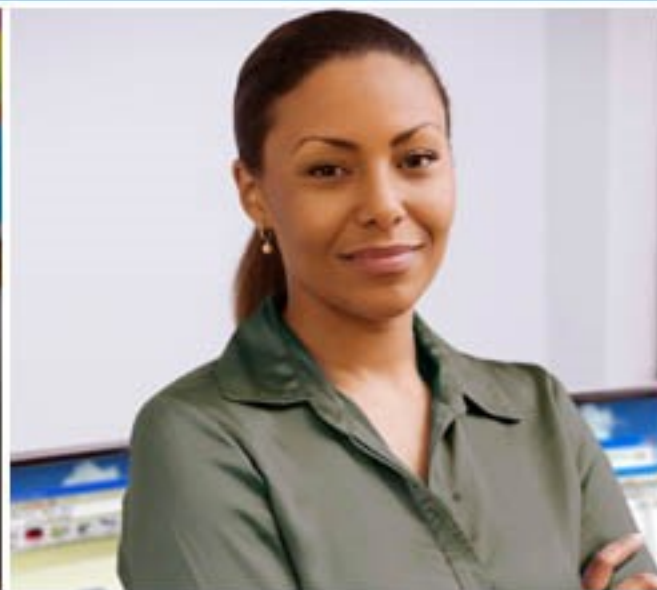
January February March April May June
 July August September October November December

Additional Export Options

Spreadsheet Format:

Email Results To:

Export Location:



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THANK YOU FOR ATTENDING!

