



SMART REPORTING WORKSHOP

A list of reports, inquiries and queries with descriptions and navigations is listed on the SMART website.

A link to the report catalog is in the Technical Resources folder in the Reporting Information Section

<http://www.da.ks.gov/smart/technicalresources.html>

Production Reports – Delivered reports in SMART (production) are available in each module to run.

Common Reports

- KK - Cash Control Status Report
- KK – Budget Status Report
- GL- Cash Balance Report
- GL- Trial Balance by Fund
- GL- Expenditures Report - Expenditures by Fund, Budget Unit, and Account
- PO- Req-PO Budgetary Activity
- EX - Expense Report

Queries – ONLY run PS queries that follow naming convention that start with KS_

Common Queries

- KS_AR_DIRECT_JOURNAL_GL_BU
- KS_AP_PAYMENTDISTRIB
- KS_AP_CANCELPMNTS_BY_BU
- KS_AP_VOUCHERS_BYFUND (Program, Account, Department)
- KS_EX_EXPENSE_BYPOST_DATE
- KS_GL_JOURNALS_BYFUND (Program, Account, Department)
- KS_GL_SALARIES_WAGES_EXPENSE
- KS_GL_JOURNALS_ERRORS
- KS_GL_ACTUALS_EXP_BY_FUND_BU
- KS_KK_EXPENSE_DETAIL and KS_KK_EXP_ENC_DETAIL
- KS_AP_VOUCHERS_NOT_POSTED, KS_EX_RPT_NOT_POSTED and KS_GL_JRNLS_NOT_POSTED

Inquiries – Inquiry pages enable users to view/access General Ledger, Commitments, Deposits, Purchase Orders, Vouchers, Payments and Vendor Information on an adhoc basis. These inquiries have drill down capability to the source transactions and enable users to download results to a user's workstation (via excel).

nVision Reports – delivered nVision reports are available in SMART (production)

Data Warehouse Reports – adhoc reports, delivered



STARS → SMART Differences

1. Modules hold the detail, GL holds a summary.

Each module (AP, AR, TE etc) holds an abundance of data. Not all that data is reported to the General Ledger.

- a) The document is entered and flows through its normal process. Once it has been budget checked, match, approved or whatever else needs to happen to it, it is available to post.
- b) It cycles through nightly batch and is posted in summary form to the General Ledger.
 - a. Department ID, Fund Code, Budget Unit, Program Code, Account, Agency Use, Service Location, Chartfield 2, Project.

2. Two reporting modules → Commitment Control and General Ledger

Commitment Control is meant to track our budgets, control our spending and report on our budgets. General Ledger is meant for financial reporting.

There is a timing difference as to when these two modules are impacted.

1. A Budget is entered to control spending. In this case, a budget of \$500 is entered.
2. For those agencies that use Pre Encumbrances, when a Requisition is entered and 'Budget Checked' these entries are made. Those who do not use Pre Encumbrances still enter a Requisition, however it does not get budget checked and therefore does not reserve your budget at that time.
3. That Requisition is approved and turns into a PO. When that PO is 'Budget Checked', these entries are made.
4. Once that PO is approved it is dispatched and eventually you receive your goods from the vendor. With those goods you get an invoice and you enter an Accounts Payable Voucher to pay the vendor. When that AP voucher is 'Budget Checked' these entries are made.
5. Once the Voucher has all the needed approvals, it is Journal Generated and posted to the General Ledger during the nightly batch cycle. These accounting entries are made.
6. Once the payment is generated and posted to the general ledger, these accounting entries are made.

Commitment Control					General Ledger		
	Pre Enc	Enc	Exp	Budget	Exp	AP Liab	Cash
1	---	---	---	500.00			
total	---	---	---	500.00			
2	100.00	---	---	-100.00			
Total	100.00	---	---	400.00			
3	-100.00	100.00	---	---			
Total	0.00	100.00	---	400.00			
4	---	-100.00	100.00	---			
Total	---	0.00	100.00	400.00			
5	---	---	---	---	100.00	-100.00	---
Total	---	---	---	400.00	100.00	-100.00	---
6	---	---	---	---	---	100.00	-100.00
Total	---	---	---	400.00	---	0.00	-100.00

PRODUCTION REPORTS

BUDGET STATUS REPORT (GLS 8020)

The **Budget Status Report** is a summary listing of budget, committed, and remaining balance amounts. The report can be run against the various ledger groups.

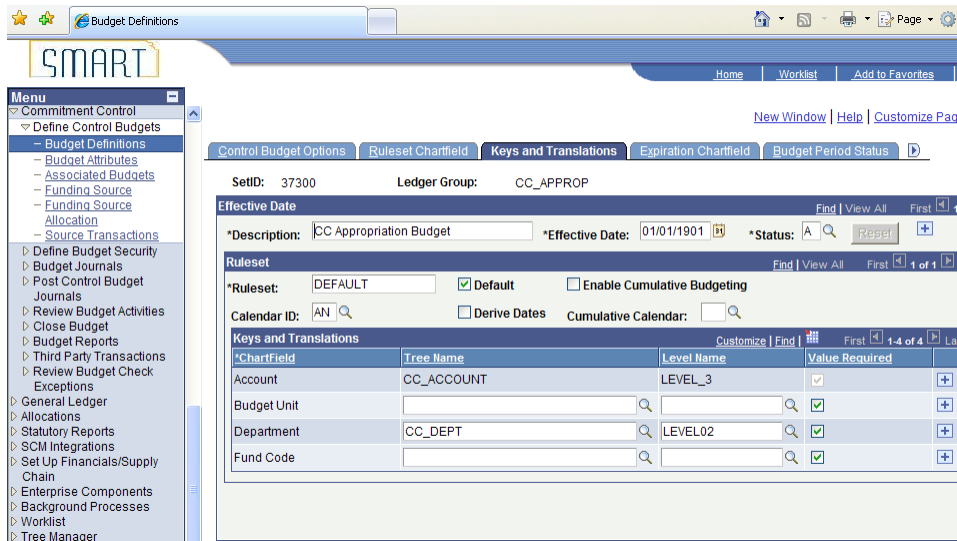
Ledger Group	Description	Available ChartFields
CC_APPROP	Appropriation Ledger	Budget Unit, Fund Code
CC_CASH	Cash Control Ledger	Budget Unit (Type 2 only), Fund Code
CC_CSH_REV	Cash Control Revenue Ledger	Budget Unit (Type 2 only), Fund Code
CC_IBARS_E	DOB IBARS Expense Ledger	Account, Budget Unit, Department, Fund Code, Program
CC_IBARS_R	DOB IBARS Revenue Ledger	Account, Budget Unit, Department, Fund Code
CC_REV_DOB	Revenue Estimating Default Ledger	Account, Department, Fund Code
CC_REV	Revenue Estimating Optional Ledger	Account, Activity, Agency Use, Budget Unit, Department, Fund Code, PC Business Unit, Project
CC_OPR_DOB	Operating Default Ledger	Account, Budget Unit, Department, Fund Code, Program
CC_OPERATE	Operating Optional Ledger	Account, Budget Unit, Department, Fund Code, Program, Service Location
CC_PROJECT	Project Optional Ledger	Activity, Department, Fund Code, PC Business Unit, Program, Project, Service Location, Source
CC_PRJ_PRT	Project Parent Ledger	Activity, PC Business Unit, Project
CC_DETAIL	Detail Budget Ledger	Account, Activity, Agency Use, Budget Unit, Department, Fund Code, PC Business Unit, Program, Project, Service Location, Source

NOTE: Not all “Available ChartFields” (see below table) may be available for the “Optional” ledger groups. For example, agency A might use Service Location on their operating optional budget, while agency B does not. Check with the specific agency’s budget structure to understand exactly which fields are available.

NOTE: For the CC_CASH and CC_CSH_REV Ledger groups, the report will need to be run twice – once for Type 1 funds (only include Fund Code) and once for Type 2 funds (include both Fund Code and Budget Unit).

Reports are based on the structure of your agency Budget Definitions

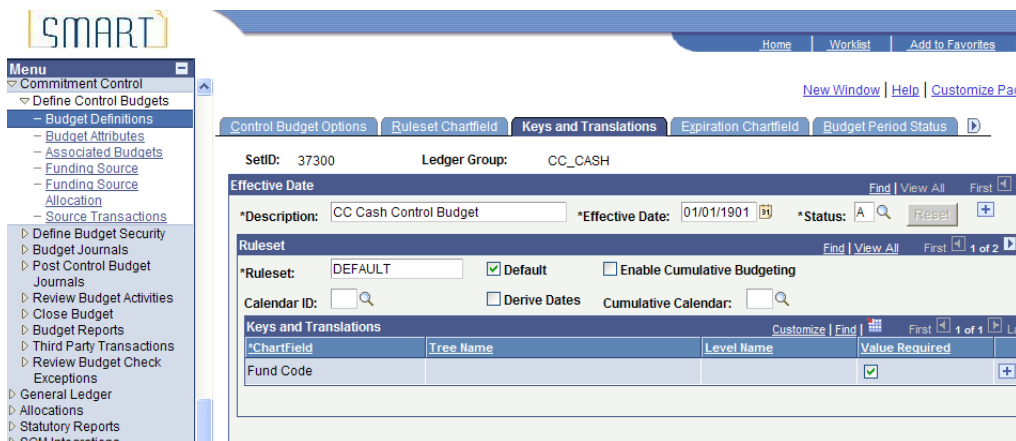
Approp - Control



The screenshot shows the SMART software interface for defining a budget. The left sidebar contains a menu with options like 'Commitment Control', 'Define Control Budgets', and 'Budget Definitions'. The main window is titled 'Budget Definitions' and shows the 'Keys and Translations' tab. The 'SetID' is 37300 and the 'Ledger Group' is CC_APPROP. The 'Effective Date' is 01/01/1901. The 'Description' is 'CC Appropriation Budget'. The 'Ruleset' is 'DEFAULT'. The 'Calendar ID' is 'AN'. The 'Keys and Translations' table shows the following data:

*ChartField	Tree Name	Level Name	Value Required
Account	CC_ACCOUNT	LEVEL_3	<input checked="" type="checkbox"/>
Budget Unit			<input checked="" type="checkbox"/>
Department	CC_DEPT	LEVEL02	<input checked="" type="checkbox"/>
Fund Code			<input checked="" type="checkbox"/>

Cash – control



The screenshot shows the SMART software interface for defining a budget. The left sidebar contains a menu with options like 'Commitment Control', 'Define Control Budgets', and 'Budget Definitions'. The main window is titled 'Budget Definitions' and shows the 'Keys and Translations' tab. The 'SetID' is 37300 and the 'Ledger Group' is CC_CASH. The 'Effective Date' is 01/01/1901. The 'Description' is 'CC Cash Control Budget'. The 'Ruleset' is 'DEFAULT'. The 'Calendar ID' is empty. The 'Keys and Translations' table shows the following data:

*ChartField	Tree Name	Level Name	Value Required
Fund Code			<input checked="" type="checkbox"/>

File Edit View Favorites Tools Help

Budget Definitions

SMART

Home Worklist Add to Favorites Sign Out

Menu

- Define Control Budgets
 - Budget Definitions
 - Budget Attributes
 - Associated Budgets
 - Funding Source
 - Funding Source Allocation
 - Source Transactions
- Define Budget Security
- Budget Journals
- Post Control Budget Journals
- Review Budget Activities
- Close Budget
- Budget Reports
- Third Party Transactions
- Review Budget Check Exceptions
- General Ledger
- Allocations
- Statutory Reports
- SCM Integrations
- Set Up Financials/Supply Chain
- Enterprise Components
- Background Processes
- Worklist
- Tree Manager
- Reporting Tools
- PeopleTools
- Change My Password

SetID: 37300 Ledger Group: CC_CASH

Effective Date

*Description: CC Cash Control Budget *Effective Date: 01/01/1901 *Status: A

Control ChartField: Fund Code ☐ All Control Values ☐ Bypass Blank Values

SetIDs for ChartField

*SetID: 37300

Range From	Range To	Control Option	Status	Diff Tol.	Tolerance %	Begin Date	End Date
1000	1000	Track w/BC	Open				
1900	1900	Track w/BC	Open				
2267	2267	Control	Open				
2447	2447	Control	Open				
2448	2448	Control	Open				
2452	2452	Control	Open				
2533	2533	Control	Open				
3117	3117	Control	Open				
3153	3153	Control	Open				
5010	5010	Control	Open				

Operate – track without budget

SMART

Home Worklist Add to Favorites

Menu

- Commitment Control
 - Define Control Budgets
 - Budget Definitions
 - Budget Attributes
 - Associated Budgets
 - Funding Source
 - Funding Source Allocation
 - Source Transactions
 - Define Budget Security
 - Budget Journals
 - Post Control Budget Journals
 - Review Budget Activities
 - Close Budget
 - Budget Reports
 - Third Party Transactions
 - Review Budget Check Exceptions
 - General Ledger
 - Allocations
 - Statutory Reports
 - SCM Integrations
 - Set Up Financials/Supply Chain
 - Enterprise Components
 - Background Processes
 - Worklist
 - Tree Manager
 - Reporting Tools

SetID: 37300 Ledger Group: CC_OPERATE

Effective Date

*Description: Operating Budget - Optional *Effective Date: 01/01/1901 *Status: A


Ruleset

*Ruleset: DEFAULT ☒ Default ☐ Enable Cumulative Budgeting

Calendar ID: AN ☐ Derive Dates Cumulative Calendar:

ChartField	Tree Name	Level Name	Value Required
Account	CC_ACCOUNT	LEVEL_4	<input checked="" type="checkbox"/>
Budget Unit			<input checked="" type="checkbox"/>
Service Location			<input checked="" type="checkbox"/>
Department	CC_DEPT	LEVEL02	<input checked="" type="checkbox"/>
Fund Code			<input checked="" type="checkbox"/>
Program Code	CC_PROG	LEVEL02	<input checked="" type="checkbox"/>

Detail – track without



Menu

- Commitment Control
 - Define Control Budgets
 - Budget Definitions
 - Budget Attributes
 - Associated Budgets
 - Funding Source
 - Allocation
 - Source Transactions
 - Define Budget Security
 - Budget Journals
 - Post Control Budget Journals
 - Review Budget Activities
 - Close Budget
 - Budget Reports
 - Third Party Transactions
 - Review Budget Check Exceptions
 - General Ledger
 - Allocations
 - Statutory Reports
 - SCM Integrations
 - Set Up Financials/Supply Chain
 - Enterprise Components
 - Background Processes
 - Worklist
 - Tree Manager
 - Reporting Tools
 - PeopleTools
 - Change My Password

SetID: 37300
Ledger Group: CC_DETAIL

Effective Date
Find | View All
First 1 of 1

*Description: CC Detail Budget
*Effective Date: 01/01/1901
*Status: A
Reset

Ruleset
Find | View All
First 1 of 1
Last

*Ruleset: DEFAULT
☒ Default
☐ Enable Cumulative Budgeting

Calendar ID: AN
☐ Derive Dates
Cumulative Calendar:

Keys and Translations					Customize Find	First 1-11 of 11	Last
*ChartField	Tree Name	Level Name	Value Required				
Account			<input checked="" type="checkbox"/>				+ -
Activity			<input checked="" type="checkbox"/>				+ -
Budget Unit			<input checked="" type="checkbox"/>				+ -
PC Business Unit			<input checked="" type="checkbox"/>				+ -
Agency Use			<input checked="" type="checkbox"/>				+ -
Service Location			<input checked="" type="checkbox"/>				+ -
Department			<input checked="" type="checkbox"/>				+ -
Fund Code			<input checked="" type="checkbox"/>				+ -
Program Code			<input checked="" type="checkbox"/>				+ -
Project			<input checked="" type="checkbox"/>				+ -
Source Type			<input checked="" type="checkbox"/>				+ -

budget

7 of 27

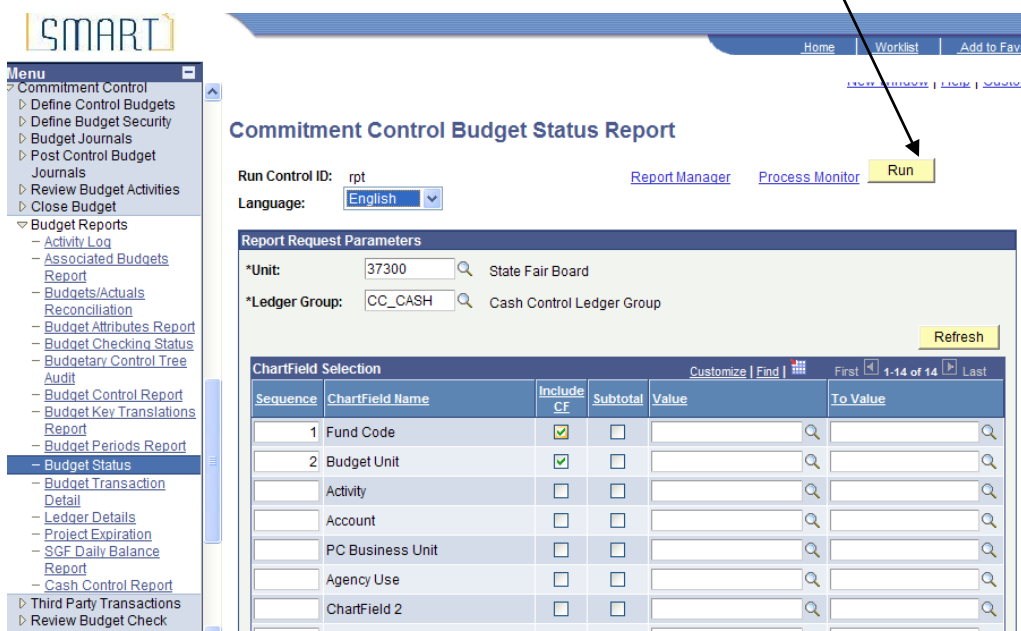
BUDGET STATUS REPORT ON CASH

Enter the Business Unit and ledger group then click the refresh button.

Check any chartfields you wish to display on the report. Leave the field blank to get all values in the field, or enter a value, or range of values to narrow your results. If you select chartfields that are not available for the ledger group you are running, (see the prior table of Ledger Groups and available chartfields) the report will be all zeros.

Click Run to run the report.

Click on the Process Monitor to view the status of the report process.



Commitment Control Budget Status Report

Run Control ID: rpt [Report Manager](#) [Process Monitor](#) **Run**

Language: English

Report Request Parameters

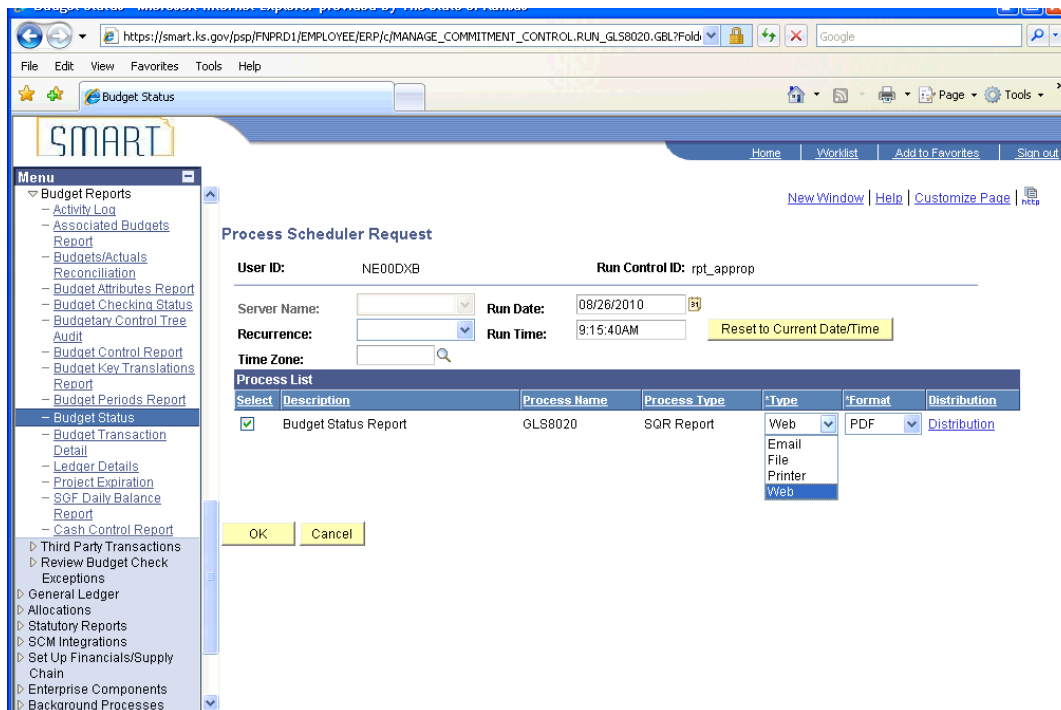
*Unit: 37300 State Fair Board

*Ledger Group: CC_CASH Cash Control Ledger Group

ChartField Selection

Sequence	ChartField Name	Include CF	Subtotal	Value	To Value
1	Fund Code	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
2	Budget Unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Activity	<input type="checkbox"/>	<input type="checkbox"/>		
	Account	<input type="checkbox"/>	<input type="checkbox"/>		
	PC Business Unit	<input type="checkbox"/>	<input type="checkbox"/>		
	Agency Use	<input type="checkbox"/>	<input type="checkbox"/>		
	ChartField 2	<input type="checkbox"/>	<input type="checkbox"/>		

Select the type and format of the report.



Process Scheduler Request

User ID: NE00DXB Run Control ID: rpt_approp

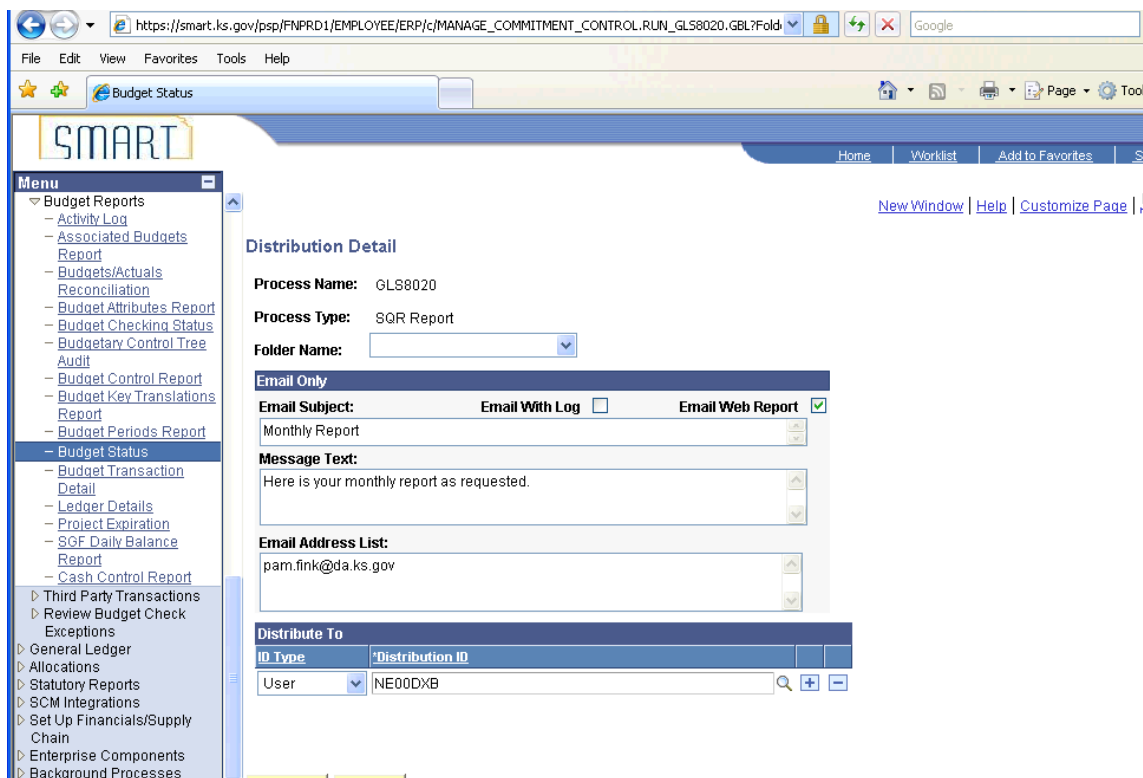
Server Name: Run Date: 08/26/2010
 Recurrence: Run Time: 9:15:40AM [Reset to Current Date/Time](#)

Time Zone:

Select	Description	Process Name	Process Type	Type	Format	Distribution
<input checked="" type="checkbox"/>	Budget Status Report	GLS8020	SQR Report	Web	PDF	Distribution

OK Cancel

The distribution link enables the report to be distributed via email and/or sent to another user



Distribution Detail

Process Name: GLS8020
 Process Type: SQR Report
 Folder Name:

Email Only

Email Subject: Email With Log ☐ Email Web Report ☒
 Monthly Report

Message Text:
 Here is your monthly report as requested.

Email Address List:
 pam.fink@da.ks.gov

Distribute To

ID Type	Distribution ID
User	NE00DXB

When the distribution status is “Posted” click on Details link to view the details and the report.

[New Window](#) | [Help](#) | [Customize Page](#)

Menu

- Budget Reports
 - Activity Log
 - Associated Budgets Report
 - Budgets/Actuals Reconciliation
 - Budget Attributes Report
 - Budget Checking Status
 - Budgetary Control Tree Audit
 - Budget Control Report
 - Budget Key Translations Report
 - Budget Periods Report
 - Budget Status
 - Budget Transaction Detail
 - Ledger Details
 - Project Expiration
 - SGF Daily Balance Report
 - Cash Control Report
- Third Party Transactions
- Review Budget Check Exceptions
- General Ledger
- Allocations
- Statutory Reports
- SCM Integrations
- Set Up Financials/Supply

Process List | **Server List**

View Process Request For

User ID: NE00DXB Type: [] Last: 1 Days [Refresh](#)

Server: [] Name: [] Instance: [] to []

Run Status: [] Distribution Status: [] ☒ Save On Refresh

Process List [Customize](#) | [Find](#) | [View All](#) | [First](#) | [1-5 of 6](#) | [Last](#)

Select	Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details
<input type="checkbox"/>	103519		SQR Report	GLS8020	NE00DXB	08/17/2010 10:08:29AM CDT	Success	Posted	Details
<input type="checkbox"/>	103499		SQR Report	GLS8020	NE00DXB	08/17/2010 10:05:18AM CDT	Success	Posted	Details
<input type="checkbox"/>	103489		SQR Report	GLS8020	NE00DXB	08/17/2010 10:02:38AM CDT	Success	Posted	Details
<input type="checkbox"/>	103463		SQR Report	GLS8020	NE00DXB	08/17/2010 9:56:34AM CDT	Success	Posted	Details
<input type="checkbox"/>	103456		SQR Report	GLS8020	NE00DXB	08/17/2010 9:54:42AM CDT	Success	Posted	Details
<input type="checkbox"/>	103399		SQR Report	GLS8020	NE00DXB	08/17/2010 9:42:22AM CDT	Success	Posted	Details

Click on the View Log/Trace link to view the report

[New Wi](#)

Process Detail

Process

Instance: 103519 Type: SQR Report

Name: GLS8020 Description: Budget Status Report

Run Status: Success Distribution Status: Posted

Run **Update Process**

Run Control ID: rpt_cash

Location: Server

Server: PSUNX2

Recurrence:

☐ Hold Request

☐ Queue Request

☐ Cancel Request

☒ Delete Request

☐ Restart Request

Date/Time **Actions**

Request Created On: 08/17/2010 10:08:31AM CDT

Run Anytime After: 08/17/2010 10:08:29AM CDT

Began Process At: 08/17/2010 10:09:36AM CDT

Ended Process At: 08/17/2010 10:09:50AM CDT

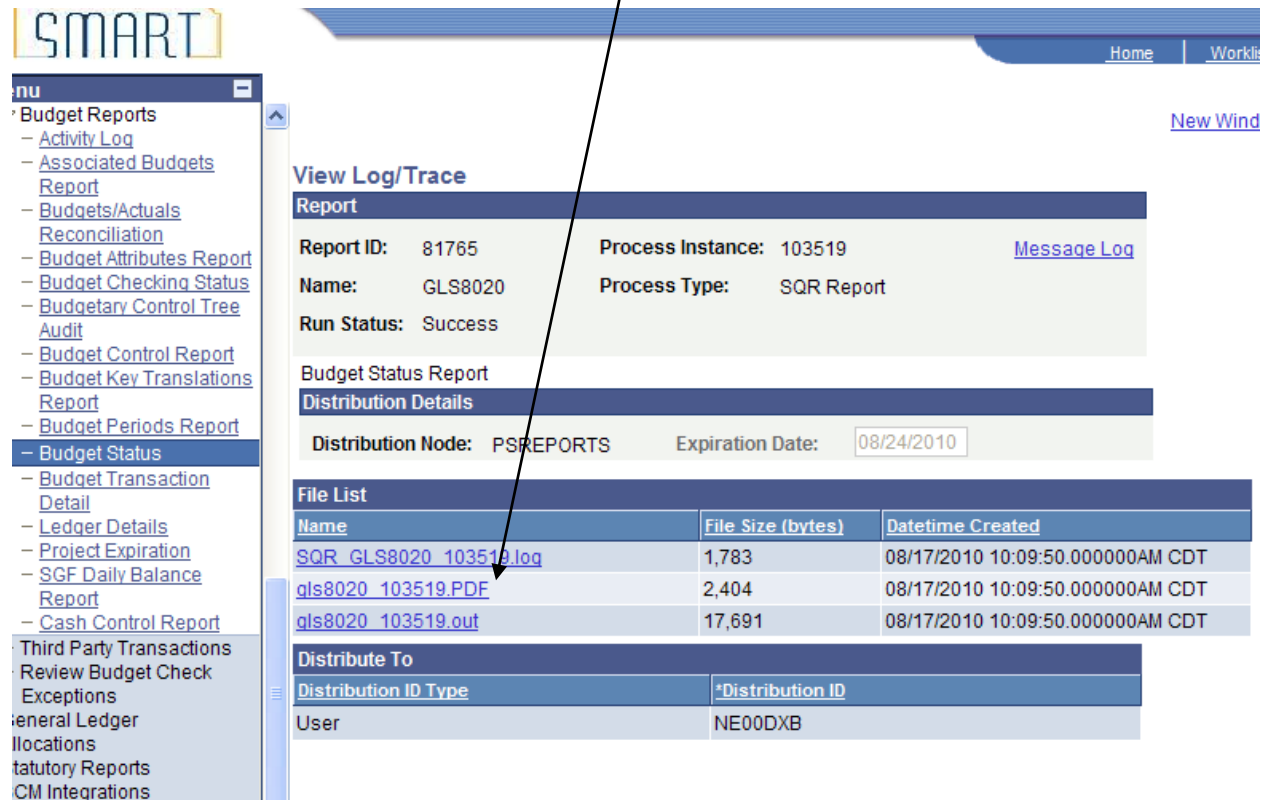
[Parameters](#) Transfer

[Message Log](#)

Batch Timings

[View Log/Trace](#)

Click on the file name with .PDF to view the report



View Log/Trace

Report

Report ID: 81765 Process Instance: 103519 [Message Log](#)

Name: GLS8020 Process Type: SQR Report

Run Status: Success

Budget Status Report

Distribution Details

Distribution Node: PSREPORTS Expiration Date: 08/24/2010

File List

Name	File Size (bytes)	Datetime Created
SQR GLS8020 103519.log	1,783	08/17/2010 10:09:50.000000AM CDT
qls8020 103519.PDF	2,404	08/17/2010 10:09:50.000000AM CDT
qls8020 103519.out	17,691	08/17/2010 10:09:50.000000AM CDT

Distribute To

Distribution ID Type	*Distribution ID
User	NE00DXB

Budgets are the cash carry forward

Pre- Encumbrances (from Requisitions), Encumbrances (from Purchase Orders and DA118 Journals) are zero dollars as they are not cash related

Report ID: GLS8020
 Bus. Unit: 37300--State Fair Board
 Ledger Grp: CC_CASH -- Cash Control Ledger Group
 Currency : USD
 Chartfields Criteria
 Fund: All values Bud Unit: All values

PeopleSoft GL
 BUDGET STATUS REPORT

Page No. 1
 Run Date 08/17/2010
 Run Time 09:43:29

Fund	Bud Unit	Budget	Assoc Revenue	PreEncumbrance	Encumbrance	Expense	Remaining
1000		-9,951,747.39	0.00	0.00	0.00	0.00	-9,951,747.39
1900		-360,885.00	0.00	0.00	0.00	0.00	-360,885.00
2267		0.00	0.00	0.00	0.00	0.00	0.00
2447		385.00	0.00	0.00	0.00	0.00	385.00
2448		0.00	0.00	0.00	0.00	0.00	0.00
2452		0.00	0.00	0.00	0.00	0.00	0.00
2533		173,808.64	0.00	0.00	0.00	0.00	173,808.64
3117		0.00	0.00	0.00	0.00	0.00	0.00
3153		0.00	0.00	0.00	0.00	0.00	0.00
5010	5000	0.00	0.00	0.00	0.00	0.00	0.00
5010	5001	0.00	0.00	0.00	0.00	0.00	0.00
5010	5003	116.09	0.16	0.00	0.00	0.00	116.25
5013	5012	16.21	0.02	0.00	0.00	0.00	16.23
5013	5013	0.00	0.00	0.00	0.00	0.00	0.00
5182		275,157.68	0.00	0.00	0.00	503,910.08	-228,752.40
9088		0.00	0.00	0.00	0.00	0.00	0.00
9177		0.00	0.00	0.00	0.00	0.00	0.00
Grand Total :		-9,863,148.77	0.18	0.00	0.00	503,910.08	-10,367,058.67




2010 Budget Period

Report ID: GLS8020 Bus. Unit: 37300--State Fair Board Ledger Grp: CC_APPROP -- Appropriation Ledger Group Currency : USD Chartfields Criteria Dept: All values Svc Loc: All values						PeopleSoft GL BUDGET STATUS REPORT				Page No. 1 Run Date 08/17/2010 Run Time 11:00:08	
Fund: All values Agy Use: All values			Bud Unit: All values Budget Period: 2010			Program: All values		Account: All values			
<u>Dept</u> <u>Agy Use</u>	<u>Fund</u> <u>Budget Period</u>	<u>Bud Unit</u>	<u>Program</u>	<u>Account</u>	<u>Svc Loc</u>	<u>Budget</u>	<u>Assoc Revenue</u>	<u>PreEncumbrance</u>	<u>Encumbrance</u>	<u>Expense</u>	<u>Remaining</u>
373	5182 2010	5100		50		11,796.04	0.00	0.00	11,796.04	0.00	0.00
Grand Total :						11,796.04	0.00	0.00	11,796.04	0.00	0.00

2011 Budget

Ledger Grp: CC_APPROP -- Appropriation Ledger Group Currency : USD Chartfields Criteria Dept: All values Svc Loc: All values						Run Time 11:07:11					
		Fund: All values Agy Use: All values		Bud Unit: All values Budget Period: 2011		Program: All values		Account: All values			
<u>Dept</u> <u>Agy Use</u>	<u>Fund</u> <u>Budget Period</u>	<u>Bud Unit</u>	<u>Program</u>	<u>Account</u>	<u>Svc Loc</u>	<u>Budget</u>	<u>Assoc Revenue</u>	<u>PreEncumbrance</u>	<u>Encumbrance</u>	<u>Expense</u>	<u>Remaining</u>
373	1000 2011	0700		50		1,549,854.00	0.00	0.00	0.00	0.00	1,549,854.00
373	1000 2011	9559		50		0.00	0.00	0.00	0.00	0.00	0.00
373	2267 2011	2200		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	2447 2011	2405		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	2448 2011	2400		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	2533 2011	2500		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	3117 2011	3000		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	3153 2011	3150		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	5010 2011	5001		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	5010 2011	5003		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	5013 2011	5012		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	5013 2011	5013		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	5182 2011	5100		50		999,999,999.00	0.00	0.00	9,232.66	503,779.12	999,486,987.22
373	5182 2011	5104		50		15,000.00	0.00	0.00	0.00	130.96	14,869.04
373	5182 2011	5140		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	9088 2011	9000		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
373	9177 2011	9100		50		999,999,999.00	0.00	0.00	0.00	0.00	999,999,999.00
Grand Total :						14,001,564,840.00	0.00	0.00	9,232.66	503,910.08	14,001,051,697.26

TREES – Many SMART reports use levels in a tree to group and report chartfield data. For example, the CC_ACCOUNT has 6 levels (Level 1 is the first folder)



[Home](#) | [Worklist](#) | [Multi](#)

Menu

- ▷ Accounts Payable
- ▷ eSettlements
- ▷ Asset Management
- ▷ IT Asset Management
- ▷ Banking
- ▷ Cash Management
- ▷ Deal Management
- ▷ Risk Management
- ▷ Financial Gateway
- ▷ VAT and Intrastat
- ▷ Excise and Sales Tax/VAT IND
- ▷ Commitment Control
- ▷ General Ledger
- ▷ Allocations
- ▷ Statutory Reports
- ▷ SCM Integrations
- ▷ Set Up Financials/Supply Chain
- ▷ Enterprise Components
- ▷ Background Processes
- ▷ Worklist
- ▼ Tree Manager
 - ▷ Tree Utilities
 - [Tree Manager](#)
 - [Tree Viewer](#)
 - [Tree Auditor](#)
 - [Tree Structure](#)
- ▷ Reporting Tools
- ▷ PeopleTools
 - [Change My Password](#)
 - [My Personalizations](#)
 - [My System Profile](#)

SetID:	SOKID	Last Audit:	Valid Tree
Effective Date:	01/01/1901	Status:	Active
Tree Name:	CC_ACCOUNT	Account Budget Translate	

[Close](#) [Display Options](#) [Print Format](#)

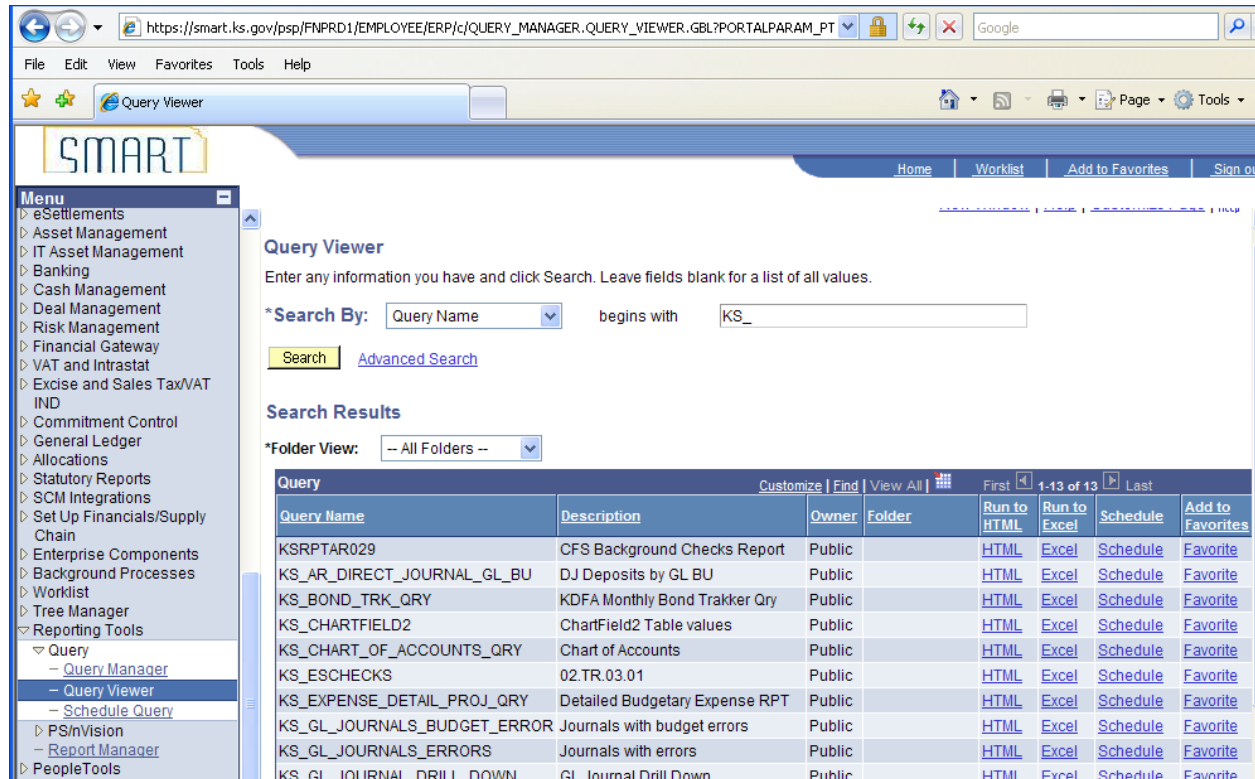
000000 >4 >50 >5200 >52100

[Collapse All](#) | [Expand All](#) [Find](#)
First Page 30 of 20

- [000000 - ALL ACCOUNTS](#)
- [1 - BALANCE SHEET](#)
 - [4 - INCOME STATEMENT](#)
 - [40 - REVENUES](#)
 - [50 - EXPENSES](#)
 - [7700 - EXPENSE TRANSFERS](#)
 - [5100 - SALARIES AND WAGES](#)
 - [5200 - CONTRACTUAL SERVICES](#)
 - [52000 - COMMUNICATION](#)
 - [\[520000 - 520999\]](#)
 - [52100 - FREIGHT AND EXPRESS](#)
 - [\[521000 - 521999\]](#)
 - [52200 - PRINTING AND ADVERTISING](#)
 - [\[522000 - 522999\]](#)
 - [52300 - RENTS](#)

Queries

Queries developed for the State of Kansas are named with a prefix of KS_ then the applicable module and name. The queries can be run using Query viewer to HTML or Excel.



Query Viewer

Enter any information you have and click Search. Leave fields blank for a list of all values.

*Search By: Query Name begins with KS_

[Search](#) [Advanced Search](#)

Search Results

*Folder View: -- All Folders --

Query Name	Description	Owner	Folder	Run to HTML	Run to Excel	Schedule	Add to Favorites
KSRPTAR029	CFS Background Checks Report	Public		HTML	Excel	Schedule	Favorite
KS_AR_DIRECT_JOURNAL_GL_BU	DJ Deposits by GL BU	Public		HTML	Excel	Schedule	Favorite
KS_BOND_TRK_QRY	KDFA Monthly Bond Tracker Qry	Public		HTML	Excel	Schedule	Favorite
KS_CHARTFIELD2	ChartField2 Table values	Public		HTML	Excel	Schedule	Favorite
KS_CHART_OF_ACCOUNTS_QRY	Chart of Accounts	Public		HTML	Excel	Schedule	Favorite
KS_ESCHECKS	02.TR.03.01	Public		HTML	Excel	Schedule	Favorite
KS_EXPENSE_DETAIL_PROJ_QRY	Detailed Budgetary Expense RPT	Public		HTML	Excel	Schedule	Favorite
KS_GL_JOURNALS_BUDGET_ERROR	Journals with budget errors	Public		HTML	Excel	Schedule	Favorite
KS_GL_JOURNALS_ERRORS	Journals with errors	Public		HTML	Excel	Schedule	Favorite
KS_GL_JOURNAL_DRILL_DOWN	GL Journal Drill Down	Public		HTML	Excel	Schedule	Favorite

Inquiries

There are numerous inquiry pages and reports that enable you to access your General Ledger, Commitments, Deposits, Purchase Orders, Vouchers, Payments, and Vendor information how and when you need it. The inquiry pages in particular can be very useful when your customers or legislators call and want you to track down information for them. These inquiries enable you to drill down to the source transactions to view budget journal lines, ledger entries, source transaction activities, budget exceptions etc.

- Inquiry is security based
- Inquiry enables users to download results to a users workstation (via excel)
- Inquiry capability is in all modules

Common Inquires

Ledger Inquiry (by chartfield, year, accounting period) r

General Ledger Inquiry - Summary

Menu

- Review Financial Information
 - Journals
 - Ledger
 - Ledger Group
 - Ledger Period Comparison
 - Compare Across Ledgers
 - Payroll Accounting Entries
 - Enterprise Learning Mgmt Acctg
 - Generic Accounting Entries
 - Student Fin Accounting Entries
 - Contributor Relations Acctg
 - Entry Event Budget Acctg
 - Entry Event GL Adjust Acctg
 - Regulatory Ledger Reports
 - XBRL
 - Cash Flow Statement
 - General Reports
 - Federal Reports
 - Allocations
 - Statutory Reports
 - SCM Integrations
 - Set Up Financials/Supply Chain

Ledger Inquiry

Enter ledger, period, ChartField and rest of the criteria. Click on Search button to execute the query.

Inquiry Name	*Unit	*Ledger	*Fiscal Year	*From Period	*To Period	Currency	Stat Code
ACCTSUM	71000	ACTUALS	2010	1	10	USD	

☐ Show YTD Balance
☐ Include Closing Adjustments
☐ Show Transaction Details
☐ Only in Base Currency
Max Ledger Rows: 100

Search Clear Delete

ChartField	Value	ChartField Value Set	Update/New	Sum By	Value Required	Order-By
Account			Update/New	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1
Department			Update/New	<input type="checkbox"/>	<input type="checkbox"/>	
Fund Code	1000		Update/New	<input type="checkbox"/>	<input type="checkbox"/>	
Service Location			Update/New	<input type="checkbox"/>	<input type="checkbox"/>	
Program Code			Update/New	<input type="checkbox"/>	<input type="checkbox"/>	
Budget Unit			Update/New	<input type="checkbox"/>	<input type="checkbox"/>	
Affiliate			Update/New	<input type="checkbox"/>	<input type="checkbox"/>	
Fund Affiliate			Update/New	<input type="checkbox"/>	<input type="checkbox"/>	
Agency Use			Update/New	<input type="checkbox"/>	<input type="checkbox"/>	

Include Adjustment Periods

Set	Period
<input type="checkbox"/>	998

Ledger summary

Before clicking on Detail hyper link, you can click on "Ledger Detail Drill-Down Chartfield Display" to display the chartfields that are pertinent to your inquiry.

Inquiry Name	Unit	Ledger	Fiscal Year	From Period	To Period	Currency	Stat
ACCTSUM	71000	ACTUALS	2010	1	10	USD	

☐ Show YTD Balance
☐ Include Closing Adjustments
☐ Show Transaction Details
☐ Only in Base Currency
Max Ledger Rows: 100

Go To: [Inquiry Criteria](#)

[Ledger Detail Drill-Down Chartfield Display](#)

Ledger Amount by Currency							
Period	Activity	Detail	Account	Account Description	Period Balance (in Transaction Currency)	Currency	Period Balance (in Base Currency)
7	Activity	Detail	110100	TREASURERS COMMON CASH	-4,353.21	USD	-4,353.21 USD
7	Activity	Detail	220420	PAYROLL DEDUCTIONS SHARP	-4,470.38	USD	-4,470.38 USD
7	Activity	Detail	220440	PAYROLL TAXES SHARP	-2,208.30	USD	-2,208.30 USD
7	Activity	Detail	510100	CLASSIFIED REGULAR	7,230.00	USD	7,230.00 USD
7	Activity	Detail	510140	CLASS HOLIDAY INCL IN BASE	725.92	USD	725.92 USD
7	Activity	Detail	511110	UNCLASSIFIED TEMPORARY	393.25	USD	393.25 USD
7	Activity	Detail	517600	LEAVE PAYMENT	47.59	USD	47.59 USD



Click on Account to Sort account, click Detail to view detail chart-field display, click Activity to source activity.

Click on the grid to download to excel.

ps [Read-Only]									
	A	B	C	D	E	F	G	H	I
1	Period	Activity	Detail	Account	Account Description	Period Balance (in Transaction Currency)	Currency	Period Balance (in Base Currency)	Base Currency
2	7	Activity	Detail	110100	TREASURERS COMMON CASH	-4,353.21	USD	-4,353.21	USD
3	7	Activity	Detail	220420	PAYROLL DEDUCTIONS SHARP	-4,470.38	USD	-4,470.38	USD
4	7	Activity	Detail	220440	PAYROLL TAXES SHARP	-2,208.30	USD	-2,208.30	USD
5	7	Activity	Detail	510100	CLASSIFIED REGULAR	7,230.00	USD	7,230.00	USD
6	7	Activity	Detail	510140	CLASS HOLIDAY INCL IN BASE	725.92	USD	725.92	USD
7	7	Activity	Detail	511110	UNCLASSIFIED TEMPORARY	393.25	USD	393.25	USD
8	7	Activity	Detail	517600	LEAVE PAYMENT ASSESSMENTS	47.59	USD	47.59	USD
9	7	Activity	Detail	518100	PUBLIC EE RETIREMENT SYSTEM	681.81	USD	681.81	USD
10	7	Activity	Detail	519101	MEDICARE	115.57	USD	115.57	USD
11	7	Activity	Detail	519102	OASDI	494.21	USD	494.21	USD
12	7	Activity	Detail	519500	GROUP HEALTH HOSPITALIZATION	1,124.13	USD	1,124.13	USD
13	7	Activity	Detail	519700	WORKERS COMPENSATION	196.19	USD	196.19	USD
14	7	Activity	Detail	519800	UNEMPLOYMENT COMPENSATION	15.11	USD	15.11	USD
15	7	Activity	Detail	519900	FLEXIBLE SPENDING ADMIN FEE	8.11	USD	8.11	USD
16	8	Activity	Detail	530100	CLOTHING	100	USD	100	USD
17	8	Activity	Detail	533200	FUEL OIL DIESEL AND KEROSENE	-100	USD	-100	USD

Ledger Inquiry - Transaction Detail

SMART

enu

Review Financial Information

Journals

Ledger

Ledger Group

Ledger Period

Comparison

Compare Across

Ledgers

Payroll Accounting

Entries

Enterprise Learning

Mgmt Acctg

Generic Accounting

Entries

Student Fin Accounting

Entries

Contributor Relations

Acctg

Entry Event Budget Acctg

Entry Event GL Adjust

Acctg

Regulatory Ledger Reports

XBRL

Cash Flow Statement

General Reports

Federal Reports

Allocations

Statutory Reports

SCM Integrations

Set Up Financials/Supply Chain

Home

Worklist

Add to Favorites

Sign Out

Transaction Details

Ledger Criteria

Inquiry Name

Unit

Ledger

Fiscal Year

From Period

To Period

Currency

Stat

ACCTDETAIL

71000

ACTUALS

2010

1

10

USD

Show YTD Balance

Show Transaction Details

Include Closing Adjustments

Only in Base Currency

Max Ledger Rows: 100

Go To Inquiry Criteria

Transaction Criteria

Transaction Details

Find | View 1

First

1-2 of 2

Next

Ledger by Period and Chartfields

Customize | Find | 1 of 1

Period

Fund

Account Description

Stat

7

1000

Amount (in Transaction Currency):

0.00

USD

Amount (in Base Currency):

0.00

USD

Journals

Customize | Find | First

1-32 of 32

Last

Journal ID

Line Descr

Date

Seq

Stat Amt

N/R

Amount (in Transaction Currency)

Currency

Amount (in Base Currency)

Base Currency

PAY0001061

HR Payroll Journals

01/08/2010

0.00

N

-757.51

USD

-757.51

USD

PAY0001061

HR Payroll Journals

01/08/2010

0.00

N

-3,595.70

USD

-3,595.70

USD

PAY0001061

HR Payroll Journals

01/08/2010

0.00

N

-254.05

USD

-254.05

USD

PAY0001061

HR Payroll Journals

01/08/2010

0.00

N

-4,216.33

USD

-4,216.33

USD

PAY0001061

HR Payroll Journals

01/08/2010

0.00

N

-344.46

USD

-344.46

USD

PAY0001061

HR Payroll Journals

01/08/2010

0.00

N

1,962.84

USD

1,962.84

USD

Select the Journal ID to view the Journal

Journal Inquiry

Journal Inquiry Details

Ledger Criteria

Inquiry Name	Unit	Ledger	Fiscal Year	From Period	To Period	Currency	Stat
ACCTDETAIL	71000	ACTUALS	2010	1	10	USD	

☐ Show YTD Balance ☐ Include Closing Adjustments
☒ Show Transaction Details ☐ Only in Base Currency

Max Ledger Rows: 100

Go To: [Inquiry](#) • [Transaction Details](#)
[Criteria](#)

Journal Header

Journal ID:	PAY0001061	Date:	01/08/2010	Schedule:	
Ledger Group:	ACTUALS	Original Date:	01/08/2010	Process:	No Request
Source:	PAY	Date Posted:	03/17/2010	Total Lines:	84
Journal Status:	Posted	Reversal Date:		User ID:	KGL_CEN_BATCH_PROCESSOR
Balanced:	DR=CR	Reversal:	None	InterUnit BU:	71000
Doc Seq:		Budget Status:	Valid		

Long Description: HR Payroll Journals

Totals by Currency

Currency	Debit Amount	Credit Amount	Net
USD	13,793.30	13,793.30	0.00

☒ All Lines
☐ From/To From Line: To Line: [Query Journal Lines](#)

Journal Line

Drill to Source	Line #	Line Descr	Amount (in Transaction Currency)	Currency	Dept	Fund	Bud Unit	Program	Account
	1	HR Payroll Journals	-757.51	USD	7101100000	1000	0200	01030	110100

Drill to Source to view the Accounting Entries

[New Window](#) | [Help](#) | [Customize Page](#) |

Payroll Accounting Entries

Unit	Journal	Date	Ledger	Line	Line Descr	GL Journal
71000	PAY0001061	01/08/2010	ACTUALS	1	HR Payroll Journals	

Dept	Fund	Bud Unit	Program	Account	PC Bus Unit	Project	Activity	An Type	Source Type	Cate
7101100000	1000	0200	01030	110100						

Base Currency **Base Amount** **Currency**
 USD -757.51 USD

Payroll Accounting Entries

[More Chartfields](#) | [Currency Details](#) | [Misc](#) | [Print](#)

Unit	Acctg Date	Line Number	Amount	Currency	Dept	Fund	Bud Unit
SOKBU	01/08/2010	16640	-439.48	USD	7101100000	1000	0200
SOKBU	01/08/2010	74420	-318.03	USD	7101100000	1000	0200

[Save](#) | [Return to Search](#) | [Notify](#)

- Review Financial Information
 - Journals
 - Ledger
 - Ledger Group
 - Ledger Period Comparison
 - Compare Across Ledgers
 - Payroll Accounting Entries**
 - Enterprise Learning Mgmt Acctg
 - Generic Accounting Entries
 - Student Fin Accounting Entries
 - Contributor Relations Acctg
 - Entry Event Budget Acctg
 - Entry Event GL Adjust Acctg
- Regulatory Ledger Reports
 - XBRL
 - Cash Flow Statement
 - General Reports
 - Federal Reports
 - Allocations
 - Statutory Reports
 - SM Transactions

Ledger Period Comparison



[Home](#)
[Worklist](#)
[Add to Favorites](#)
[Sign out](#)

Menu

- Review Financial Information
 - Journals
 - Ledger
 - Ledger Group
 - Ledger Period Comparison**
 - Compare Across Ledgers
 - Payroll Accounting Entries
 - Enterprise Learning Mgmt Acctg
 - Generic Accounting Entries
 - Student Fin Accounting Entries
 - Contributor Relations Acctg
 - Entry Event Budget Acctg
 - Entry Event GL Adjust Acctg
- Regulatory Ledger Reports
 - XBRL
 - Cash Flow Statement
 - General Reports
 - Federal Reports
- Allocations
- Statutory Reports
- SCM Integrations
- Set Up Financials/Supply Chain

Period Comparison Results

Ledger Period Comparison

Inquiry Criteria

Inquiry	Unit	Ledger	Fiscal Year	Currency	Amount to display
COMFUND	71000	ACTUALS	2010	USD	Posted Transaction Amount
Description					Currency Details
Accounting Period in (7,8)					All Amounts in 'USD'

[ChartField Criteria](#)

Go To [Ledger Compare Criteria](#)

Query Results
1 to 25 of 28

Ledger Comparison








Period 7,8

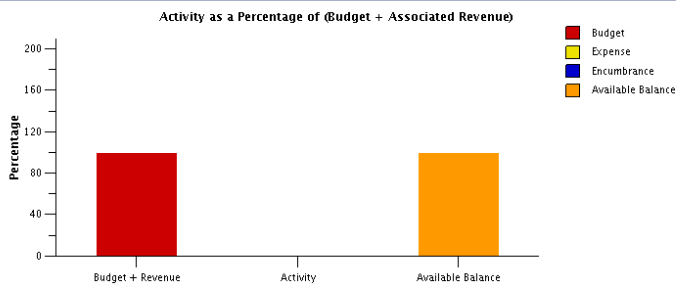
Row Count	Period 7	Period 8	Dept	Fund	Bud Unit	Program	Account	Pro
1	-757.51	0.00	7101100000	1000	0200	01030	110100	
2	-3,595.70	0.00	7101100000	1000	0003	99000	110100	
3	-254.05	0.00	7101100000	1000	0200	01030	220420	
4	-4,216.33	0.00	7101100000	1000	0003	99000	220420	
5	-344.46	0.00	7101100000	1000	0200	01030	220440	
6	-1,863.84	0.00	7101100000	1000	0003	99000	220440	
7	696.72	0.00	7101100000	1000	0200	01030	510100	TIM
8	6,533.28	0.00	7101100000	1000	0003	99000	510100	TIM
9	725.92	0.00	7101100000	1000	0003	99000	510140	TIM
10	393.25	0.00	7101100000	1000	0200	01030	511110	TIM
11	6.22	0.00	7101100000	1000	0200	01030	517600	TIM

Click on any column to Sort Account, click Budget Amount, Expense Amount or Encumbrance Amount to view detail activity, or source activity.

Budget Detail

Budget Details

Hide Chart ⓘ	
Ledger Amounts	
Budget:	30,000,000.00 USD  Attributes Max Rows: <input type="checkbox"/>
Expense:	11,047.63 USD  Parent / Children
Encumbrance:	777.00 USD  Associated Budgets
Associate Revenue:	0.00 USD
Available Budget	
Without Tolerance:	29,988,175.37  USD Percent: (99.96%)  Forecasts
With Tolerance:	29,988,175.37  USD Percent: (99.96%) 
Budget Exceptions	
Exception Errors:	0
Exception Warnings:	0
Chart	



Budget Transactions

[View History](#) | [Link](#) | 3

Budget Transaction Types

Ledger Group	Department	Fund Code	Budget Unit	Account	Budget Period
CC_APPROP	7100000000	1000	0003	50	2010

Budget Transaction Type	Budget Amount
Original	30,000,000.00 USD
Adjustment	0.00 USD
Transfer Adjustment	0.00 USD
Transfer Original	0.00 USD
Closing	0.00 USD
Roll Forward	0.00 USD










































Total Budgeted Amount: 30,000,000.00 USD

[Return](#)

Activity

Activity Log

Ledger: CC_APR_EXP

Activity Log														Customize Find View All 	
		Tran Line	Document Label	Document ID	Ref Bdg?	Dept	Fund	Bud Unit	Account	Budget Period	Year	Period	Foreign Amount		Me
		1	Voucher ID:	00000004	N	7100000000	1000	0003	50	2010	2010	7	401.00 USD		
		1	Voucher ID:	00000005	N	7100000000	1000	0003	50	2010	2010	7	501.00 USD		
		1	Voucher ID:	00000016	N	7100000000	1000	0003	50	2010	2010	8	10.00 USD		
		2	Voucher ID:	00000016	N	7100000000	1000	0003	50	2010	2010	8	10.00 USD		
		3	Voucher ID:	00000016	N	7100000000	1000	0003	50	2010	2010	8	100.00 USD		
		1	Voucher ID:	00000019	N	7100000000	1000	0003	50	2010	2010	9	100.00 USD		
		1	Report ID:	000000092	N	7100000000	1000	0003	50	2010	2010	8	119.76 USD		
		2	Report ID:	000000092	N	7100000000	1000	0003	50	2010	2010	8	130.00 USD		
		1	Journal ID:	0000000811	N	7100000000	1000	0003	50	2010	2010	8	100.00 USD		
		2	Journal ID:	0000000811	N	7100000000	1000	0003	50	2010	2010	8	-100.00 USD		-
		17	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	6,533.28 USD		6,
		21	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	725.92 USD		
		32	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	41.37 USD		
		39	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	622.09 USD		
		45	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	100.37 USD		
		53	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	429.18 USD		
		60	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	1,032.16 USD		1,
		66	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	170.58 USD		
		74	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	13.12 USD		
		81	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	7.80 USD		

Click on the grid to download to excel.


C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
Tran Line	Document Label	Document ID	Ref Bdg?	Dept	Fund	Bud Unit	Account	Budget Period	Year	Period	Foreign Amount		Monetary Amount		Tran ID
1	Voucher ID:	00000004	N	7100000000	1000	0003	50	2010	2010	7	401	USD	401	USD	02290
1	Voucher ID:	00000005	N	7100000000	1000	0003	50	2010	2010	7	501	USD	501	USD	02327
1	Voucher ID:	00000016	N	7100000000	1000	0003	50	2010	2010	8	10	USD	10	USD	05550
2	Voucher ID:	00000016	N	7100000000	1000	0003	50	2010	2010	8	10	USD	10	USD	05550
3	Voucher ID:	00000016	N	7100000000	1000	0003	50	2010	2010	8	100	USD	100	USD	05550
1	Voucher ID:	00000019	N	7100000000	1000	0003	50	2010	2010	9	100	USD	100	USD	05873
1	Report ID:	000000092	N	7100000000	1000	0003	50	2010	2010	8	119.76	USD	119.76	USD	05998
2	Report ID:	000000092	N	7100000000	1000	0003	50	2010	2010	8	130	USD	130	USD	05998
1	Journal ID:	0000000811	N	7100000000	1000	0003	50	2010	2010	8	100	USD	100	USD	05585
2	Journal ID:	0000000811	N	7100000000	1000	0003	50	2010	2010	8	-100	USD	-100	USD	05585
17	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	6,533.28	USD	6,533.28	USD	06023
21	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	725.92	USD	725.92	USD	06023
32	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	41.37	USD	41.37	USD	06023
39	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	622.09	USD	622.09	USD	06023
45	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	100.37	USD	100.37	USD	06023
53	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	429.18	USD	429.18	USD	06023
60	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	1,032.16	USD	1,032.16	USD	06023
66	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	170.58	USD	170.58	USD	06023
74	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	13.12	USD	13.12	USD	06023
81	Journal ID:	PAY0001061	N	7100000000	1000	0003	50	2010	2010	7	7.8	USD	7.8	USD	06023

Purchasing - Accounting Entries

Note: sort by distribution line by clicking on the header DIST field

Menu

- Purchasing
 - Requisitions
 - Request for Quotes
 - Procurement Contracts
 - Vendor Rebates
 - Purchase Orders
 - Stage/Source Requests
 - Acknowledgements
 - Manage Change Orders
 - Reconcile POs
 - Review PO Information
 - Purchase Orders
 - Activity Summary
 - PO Accounting Entries
 - Document Tolerance
 - Exceptions
 - Doc Tolerance
 - Override History
 - Print POs
 - Document Status
 - EE Journal Entries
 - Reports
 - Budget Year End Processing
 - Add/Update Express POs
 - Add/Update POs

[New Window](#) | [Help](#) | [Customize Page](#) | 

Po Acctg Ln Lookup

Business Unit: 56500

From PO: 0000000009 To PO: 0000000009

PO Status:

From Fiscal Year: To Fiscal Year:

Accounting Line View Option: View Both CommitmentControl Ledger Group:CC_DETAIL

Accounting Entries

Purchase Order	Status	Vendor ID	Change Order	Trans Type	Unpost Seq	Line	Sched	DIST	Entry Event	GL Unit	Dept
0000000009	D	0000165298		PO_POENC	0	1	1	1		56500	5650198011
0000000009	D	0000165298		REVERSAL	0	1	1	1		56500	5650198011
0000000009	D	0000165298		REVERSAL	0	1	1	1		56500	5650198011

Accounts Payable

Vendor Aging

SMART

Menu

- Accounts Receivable
- Accounts Payable
 - Vouchers
 - Control Groups
 - Payments
 - Batch Processes
 - Review Accounts Payable Info
 - Payables Search
 - Criteria
 - Vouchers
 - Interfaces
 - Payments
 - Vendor
 - Aging
 - Archived Vendor
 - Vendor Match Metrics
 - CAEDD Vendor Information
 - Contact
 - Conversation
 - Overdue Scheduled Payments
 - Current Balance
 - Past Due Aging Metric
 - Rejected Vouchers
 - Scheduled Due Aging Metric
 - Scheduled Payment
 - Scheduled Payments on Hold
 - Reports
 - Interfund Details

[Home](#) | [Worklist](#) | [Add to Favorites](#) | [Sign Out](#)

Vendor Aging

As of Date: 05/04/2010

Search Name:

From: To:

Business Unit:

Vendor SetID:

Short Name:

Vendor ID:

Vendor Location:

*Amount Rule:

Amount:

Currency:

Financial Sanctions:

Status:

Max Rows:

Display Currency Criteria

*Currency Code: *Rate Type: ☐ Show Display Currency

Balance as of 05/04/2010

Status	Past Due			Schedule / Maturity Due			Total
	Over 60d	60 to 31d	30 to 1d	0-30d	31-60d	Over 60d	
Approved Voucher	737.34	0.00	0.00	0.00	0.00	0.00	737.34
Unapproved Voucher	6,566.77	5,151.71	200.00	0.00	0.00	0.00	11,918.48
Negative Voucher	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Click on Amount to view the details

SMART

[Home](#)
[Worklist](#)
[Add to Favorites](#)

Menu

Accounts Receivable

Accounts Payable

Vouchers

Control Groups

Payments

Batch Processes

Review Accounts Payable

Info

Payables Search

Criteria

Vouchers

Interfaces

Payments

Vendor

Aging

Archived Vendor

Vendor Match Metrics

CAEDD Vendor

Information

Contact

Conversation

Overdue Scheduled Payments

Current Balance

Past Due Aging Metric

Rejected Vouchers

Scheduled Due Aging Metric

Scheduled Payment

Scheduled Payments on Hold

Reports

Financial Sanctions

Status

Max Rows

300

Search

Clear

Display Currency Criteria

Sort Criteria

1st sort:

Descending

2nd sort:

Descending

Sort

Scheduled Payment Listing

Customize | Find | View All

First 1-10 of 11 Last

Schedule Details

Voucher Details

Bank Details

Business Unit	Voucher ID	Pymnt Nbr	Payment Method	Scheduled to Pay	Hold Payment	Gross Amount	Trans Currency	Name
71000	00000006	1	ACH	02/01/2010		200.00	USD	COCA-COLA ENTERPRISES INC
71000	00000007	1	CHK	02/01/2010		100.00	USD	COX Cable
71000	00000008	1	CHK	02/02/2010		100.00	USD	UMB Financial Corporation
71000	00000009	1	CHK	02/03/2010		5,000.00	USD	WPone
71000	00000010	1	ACH	02/09/2010		20.12	USD	COCA-COLA ENTERPRISES INC
71000	00000011	1	CHK	02/10/2010		100.00	USD	WPone
71000	00000012	1	CHK	02/10/2010		100.00	USD	WPone
71000	00000013	1	CHK	02/16/2010		225.65	USD	EXCEL ANESTHESIA LLC
71000	00000015	1	ACH	02/22/2010		501.00	USD	WESTAR ENERGY INC
71000	00000016	1	CHK	02/22/2010		120.00	USD	WAL-MART.COM USA LLC

Vendor Balance

SMART

[Home](#)
[Worklist](#)
[Add to Favorites](#)
[Sign](#)

Menu

Vendor

Aging

Archived Vendor

Vendor Match Metrics

CAEDD Vendor

Information

Contact

Conversation

Overdue Scheduled Payments

Current Balance

Past Due Aging Metric

Rejected Vouchers

Scheduled Due Aging Metric

Scheduled Payment

Scheduled Payments on Hold

Reports

Interfund Details

Settlements

Asset Management

IT Asset Management

Banking

Cash Management

Deal Management

Risk Management

Financial Gateway

VAT and Intrastat

Excise and Sales Tax/VAT

Vendor Current Balances

Search Name

ALL

From

71000

To

71000

Business Unit

SOKID

Vendor SetID

0000000040

Vendor ID

0000000040

Vendor Location

USD

Currency

300

Max Rows

Search

Clear

Sort Criteria

*Sort By:

Vendor ID

*Sort Asc/Dsc:

Ascending

Sort Display

Display Currency Criteria


Vendor Current Balances


Customize | Find | View All

First 1 of 1 Last

Vendor ID	Short Vendor Name	Business Unit	Transaction Currency	Gross Amount	Unapplied Prepayments	Payable Balance
0000000040	WPONE-001	71000	USD	5,901.00		5,901.00

Click on the Amount to view the scheduled payments for the vouchers

Remit SetID: 

Remit Vendor: 


Prepaid Applicable:

Financial Sanctions Status:

Max Rows:

Sort Criteria

1st sort: 2nd sort:

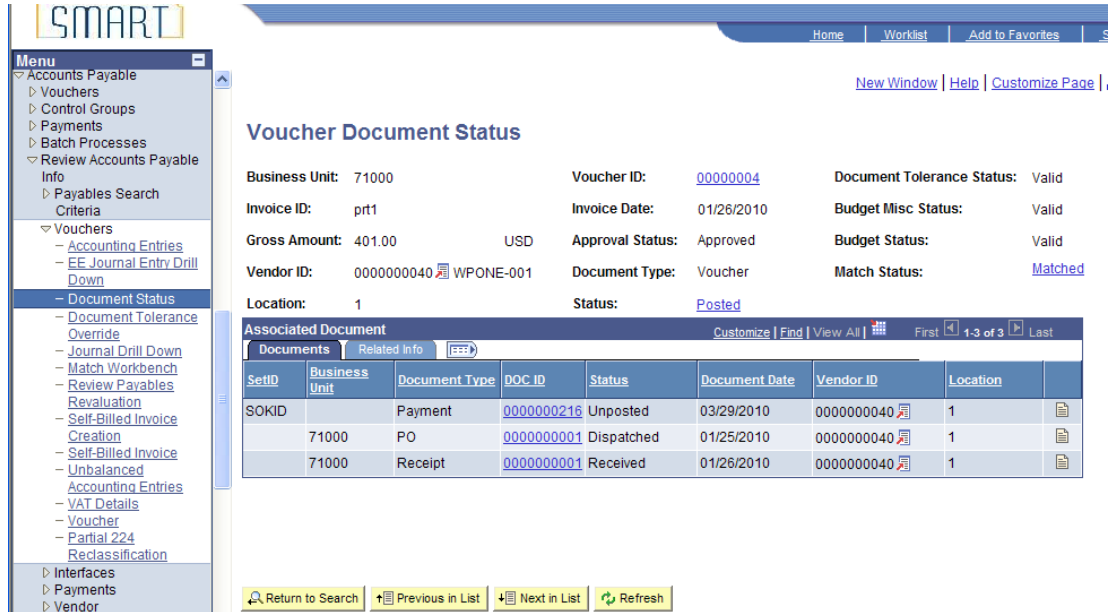
Scheduled Payment Listing Customize | Find | View All |  First Last

Schedule Details | **Voucher Details** | **Bank Details**

Business Unit	Voucher ID	Pymnt Nbr	Payment Method	Scheduled to Pay	Hold Payment	Gross Amount	Trans Currency	Name
71000	00000005	1	CHK	02/26/2010	<input type="checkbox"/>	501.00	USD	WPone
71000	00000009	1	CHK	02/03/2010	<input type="checkbox"/>	5,000.00	USD	WPone
71000	00000011	1	CHK	02/10/2010	<input type="checkbox"/>	100.00	USD	WPone
71000	00000012	1	CHK	02/10/2010	<input type="checkbox"/>	100.00	USD	WPone
71000	00000018	1	CHK	03/01/2010	<input type="checkbox"/>	100.00	USD	WPone
71000	00000019	1	CHK	03/08/2010	<input type="checkbox"/>	100.00	USD	WPone

Total Gross Amount: 5,001.00 USD

Document Status – inquire the status of documents with links to the supporting documents are in various modules. The inquiry can be done on requisitions, purchase orders, receipts, vouchers, payments.



SMART Home Worklist Add to Favorites

New Window | Help | Customize Page |

Voucher Document Status

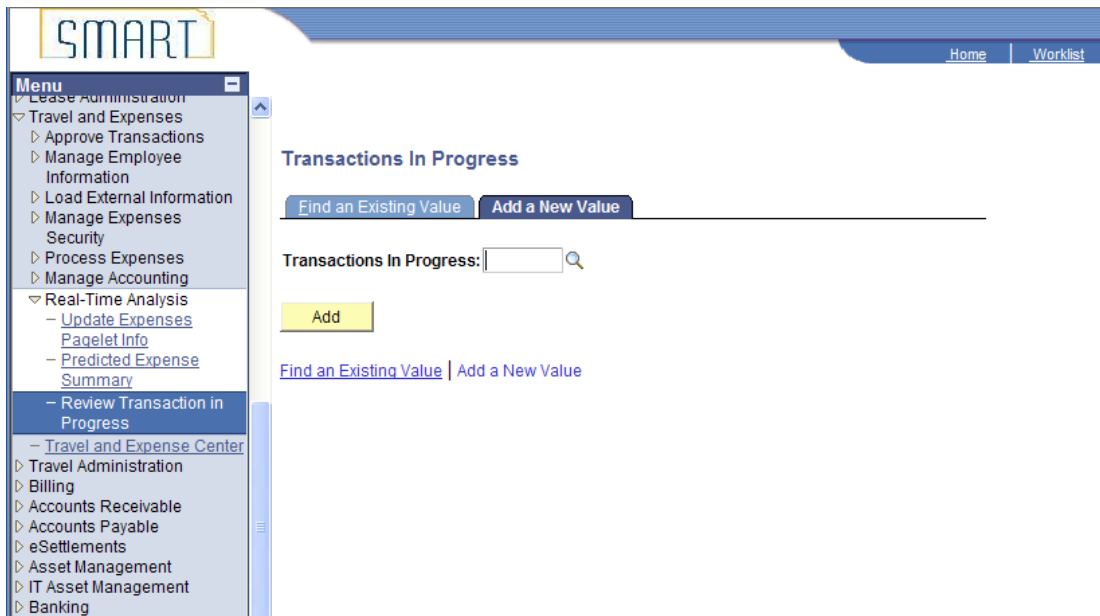
Business Unit: 71000 Voucher ID: 00000004 Document Tolerance Status: Valid
 Invoice ID: prt1 Invoice Date: 01/26/2010 Budget Misc Status: Valid
 Gross Amount: 401.00 USD Approval Status: Approved Budget Status: Valid
 Vendor ID: 0000000040 WPONE-001 Document Type: Voucher Match Status: Matched
 Location: 1 Status: Posted

Associated Document Customize Find View All First 1-3 of 3 Last

SetID	Business Unit	Document Type	DOC ID	Status	Document Date	Vendor ID	Location
SOKID		Payment	0000000216	Unposted	03/29/2010	0000000040	1
	71000	PO	0000000001	Dispatched	01/25/2010	0000000040	1
	71000	Receipt	0000000001	Received	01/26/2010	0000000040	1

Return to Search Previous in List Next in List Refresh


Expense Transactions in Progress



SMART Home Worklist

Transactions In Progress

Find an Existing Value Add a New Value

Transactions In Progress: 

Add

Find an Existing Value | Add a New Value

Transactions in Progress - Expenses (Details)

User ID: NE00DXB

Name: Dee X Bonnaventure

Transactions in Progress: Expenses approved / not reimbursed - paid

Selection Parameters

*Days Inactive Range:

All

Specify at least one of the following criteria before pressing "Search".

Employee Criteria

Employee Name:

No Additional Filters

My Projects

Project Manager

ChartField Criteria

GL Business Unit:

71000

Dept of Wildlife and Parks

General Ledger ChartFields

Customize

Find

View All

First

1 of 1

Last

Department	Fund	Budget Unit	Program	Svc Loc	Agy Use	ChartField 2	Fund Affiliate	Affiliate

Projects Criteria

PC Business Unit:

Project	Activity	Source Type	Category	Subcategory

Search

Reset

Search

Reset

[Graphical View](#)

Transactions					
Customize Find View All First 1-20 of 40 Last					
Report ID	Name	Report Status	Date of Last Update	Days Inactive	
1 0000000108	Hedden,Skylar	Submitted for Approval	L-/01/09-J	24	
2 0000000109	Henson,Wesley	Submitted for Approval	L-/01/09-J	24	
3 0000000110	Blake,Kevin	Submitted for Approval	L-/01/09-J	24	
4 0000000121	Hedden,Skylar	Submitted for Approval	L-/01/09-J	24	
5 0000000204	Hoeme,Tonya	Submitted for Approval	L-/01/16-J	17	
6 0000000243	Kellenberger,James	Submitted for Approval	L-/01/13-J	20	
7 0000000256	Jameson,John	Submitted for Approval	L-/01/14-J	19	
8 0000000381	Lollar,Abram	Submitted for Approval	L-/01/15-J	18	
9 0000000404	Rinzler,Charles	Submitted for Approval	L-/01/16-J	17	
10 0000000448	Stromgren,Gary	Submitted for Approval	L-/01/16-J	17	