

Cash Status Report
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The tasks in this documentation provide end users with the tools to enter data and collect data in NIS. It is the responsibility of the agencies to comply with State Statutes, Federal Rules and Regulations, and State policies. For further information concerning State Statutes and policies, please refer to both internal agency resources and the Department of Administrative Services website: <http://www.das.state.ne.us/>.

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Cash Status Report

Cash Status Report Overview

The Cash Status report (R5509465) provides the following information:

- Cash O/B (Cash Open Balance) - Current cash balance
- Posted Open A/P - Current balance for the 211700 (Received Not Vouchered) and 211900 (Accounts Payable - Due to Vendor) accounts
- Open Payroll - Sum of all unposted payroll documents with a G/L Date in the current or a future period (T1, T2, and T3 document types)
- Unposted Accounts Payable - Sum of all unposted accounts payable documents (document type begins with 'P') with a G/L Date in the current or a future period
- Open Purchase Order Receipts - Sum of all unposted purchase order receipt documents with a G/L date in the current or a future period (OV document types)
- Open JE/Other - Sum of all unposted journal entry documents (document type begins with 'J') with a G/L Date in the current or a future period
- Total Cash Required - Sum of Posted Open A/P, Open Payroll, Unposted Accounts Payable, Open Purchase Order Receipts, and Open JE/Other columns
- Total Cash Available - Cash O/B minus Total Cash Required

Cash Status Report Lesson

Procedure

In this lesson you will learn the steps for the cash status report.

Navigation:

We have listed two ways to navigate to the Cash Status Report process. This lesson will be using the Accounting Agencies navigational steps.

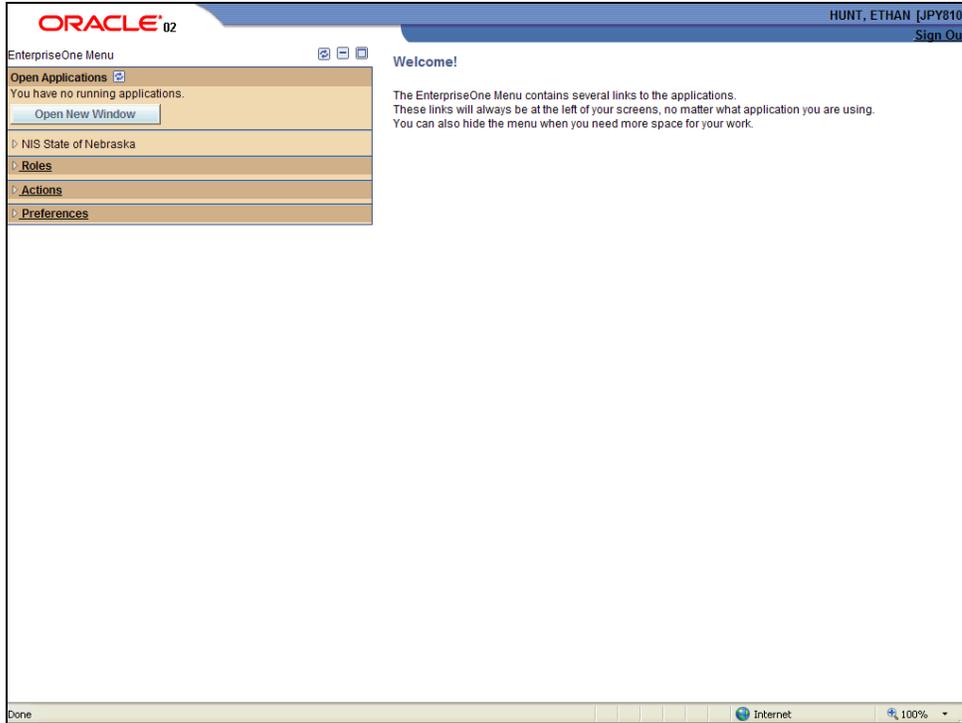
Accounting - Agencies > Inquiries & Reports > Accounting Reports > Cash Reports > Cash Status Report

or

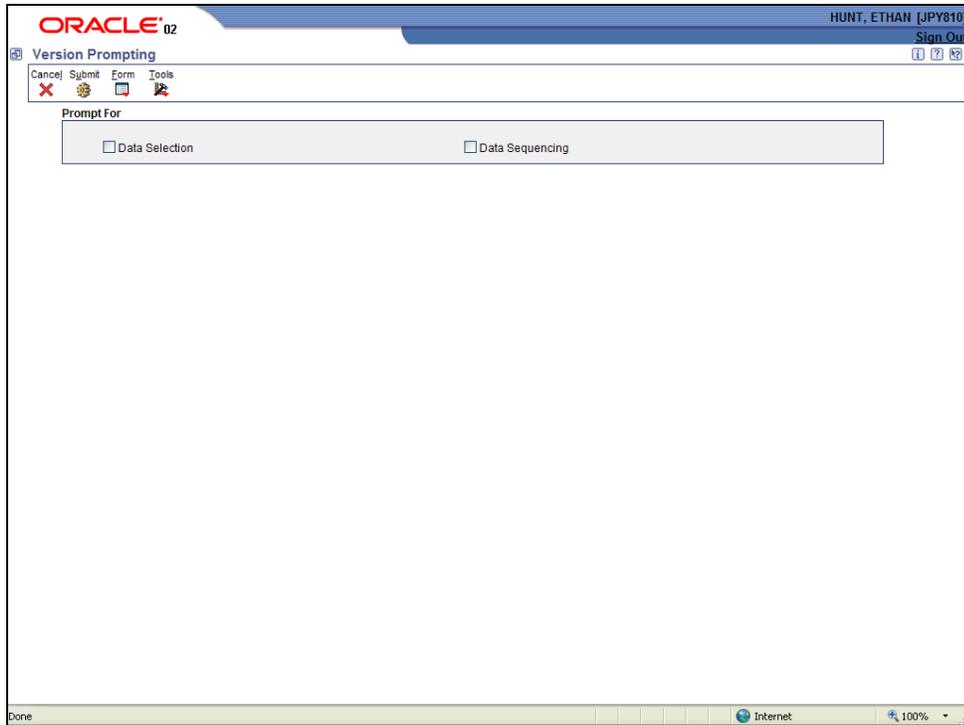
Budget - Agencies > Inquiries & Reports > Accounting Reports > Cash Reports > Cash Status Report

Training Guide

Cash Status Report



Step	Action
1.	Click the NIS State of Nebraska link. NIS State of Nebraska
2.	Click the Accounting - Agencies link. Accounting - Agencies
3.	Click the Inquiries & Reports link. Inquiries & Reports
4.	Click the Accounting Reports link. Accounting Reports
5.	Click the Cash Reports link. Cash Reports
6.	Click the Cash Status Report with A/R link. Cash Status Report with A/R



Step	Action
7.	Click the Data Selection option. <input type="checkbox"/>
8.	Click the Submit button. 

Training Guide

Cash Status Report

ORACLE 02 HUNT, ETHAN [JPY810] Sign Out

Data Selection

OK Cancel Delete Up Down

Operator	Left Operand	Comparison	Right Operand
<input type="checkbox"/> Where	Object Account (F0902) (OBJ) [BC]	is equal to	"111100,139901,211700,211900"
<input type="checkbox"/> And	Ledger Types (F0902) (LT) [BC]	is equal to	"AA"
<input type="checkbox"/> And	Fund (F0902) (CO) [BC]	is equal to	Null
<input type="checkbox"/> And			

Add Row

Advanced

Done Internet 100%

Step	Action
9.	In the third row click the drop down of the Right Operand.

Null

ORACLE 02 HUNT, ETHAN [JPY810] Sign Out

Data Selection

OK Cancel Delete Up Down

Operator	Left Operand	Comparison	Right Operand
<input type="checkbox"/> Where	Object Account (F0902) (OBJ) [BC]	is equal to	"111100,139901,211700,211900"
<input type="checkbox"/> And	Ledger Types (F0902) (LT) [BC]	is equal to	"AA"
<input type="checkbox"/> And	Fund (F0902) (CO) [BC]	is equal to	Null
<input type="checkbox"/> And			Null

Add Row

Advanced

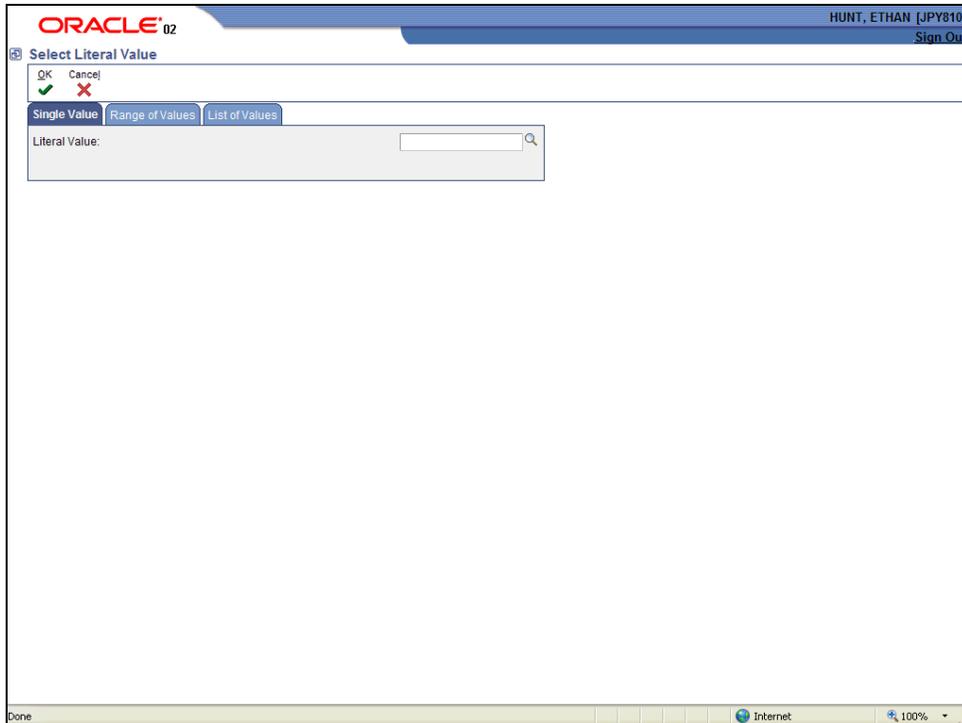
- Blank
- Zero
- Null
- Literal
- ARRA (F0006) (RP21) [BC]
- Account ID (F0902) (AID) [BC]
- Agency Division (F0006) (RP10) [BC]
- Agency Number (F0006) (RP01) [BC]
- Agency Subprogram (F0006) (RP09) [BC]
- Agency Use - 07 (F0006) (RP07) [BC]
- Agency Use - 14 (F0006) (RP14) [BC]
- Agency Use - 25 (F0006) (RP25) [BC]
- Agency Use - 12 (F0006) (RP12) [BC]
- Agency Use - 13 (F0006) (RP13) [BC]
- Agency Use - 16 (F0006) (RP16) [BC]
- Agency Use - 17 (F0006) (RP17) [BC]
- Allocation Level (F0006) (ALCL) [BC]
- BU Type (F0006) (STYL) [BC]
- Budget Division (F0006) (RP05) [BC]
- Budget-FT (F0006) (RP15) [BC]
- Business Unit (F0006) (MCU) [BC]
- Business Unit (F0902) (MCU) [BC]
- CAFR Function (F0006) (RP02) [BC]
- CAFR Fund (F0006) (RP03) [BC]
- CFDA (F0006) (RP24) [BC]
- Category Code - Business Unit 18 (F0006)
- Category Code - Business Unit 19 (F0006)
- Category Code - Business Unit 20 (F0006)
- Category Code - Business Unit 22 (F0006)

Done Internet 100%

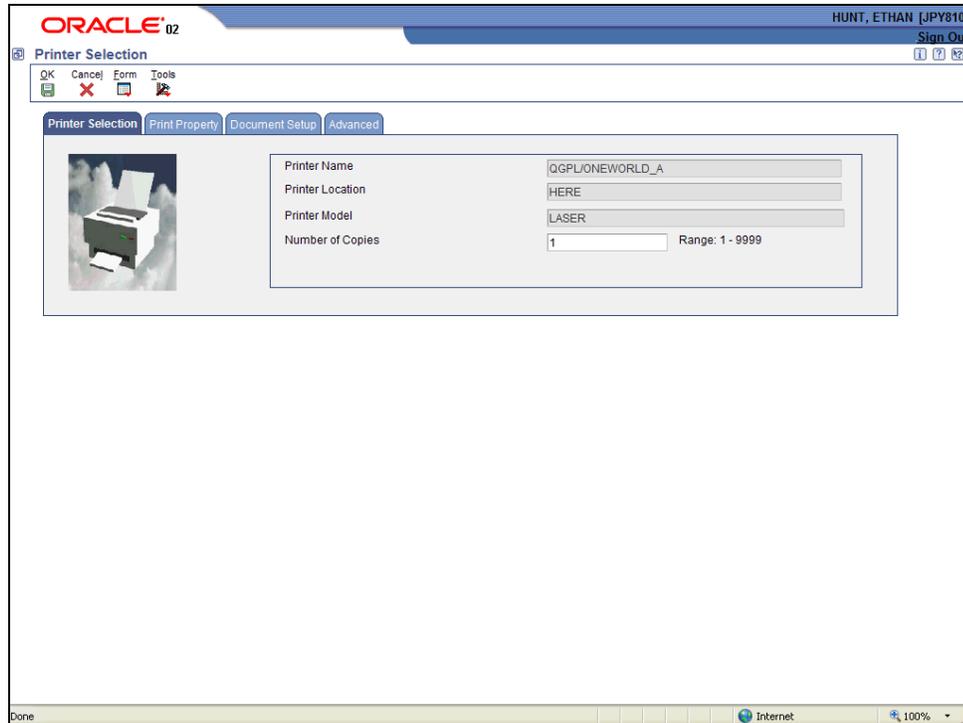
Step	Action
10.	Select Literal from the drop down list. <input type="text" value="Literal"/>

Training Guide

Cash Status Report



Step	Action
11.	Enter the fund into the Literal Value field.
12.	Click the OK button. <input checked="" type="checkbox"/>
13.	Click the OK button. <input checked="" type="checkbox"/>



Step	Action
14.	Click the OK button. 
15.	To view the report you will need to go to View Job Status . For more information go to the Reports Lesson under the System Basics (http://www.das.state.ne.us/nis/training_8.1/sys_bs_cs/index.html) work instructions. You have successfully completed this lesson. End of Procedure.