

Budget Status Summary
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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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Budget Status Summary

Budget Status Summary Overview

View this report to manage spending budgeted dollars. Report includes totals and subtotals by account type and fund type.

Budget Status Summary Lesson

Procedure

In this lesson you will learn how to run the Budget Status Summary Report.

Navigation:

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

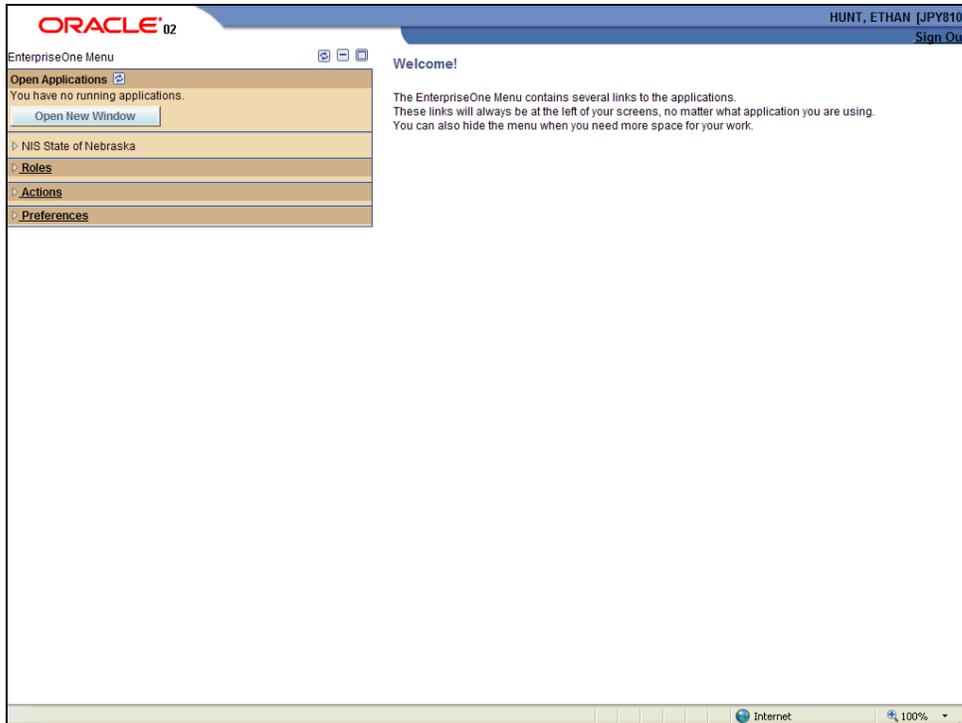
Accounting - Agencies > Inquiries & Reports > Budget Reports > Budget Status Reports > Budget Status Summary.

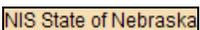
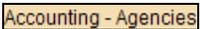
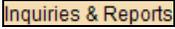
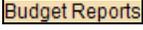
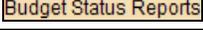
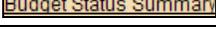
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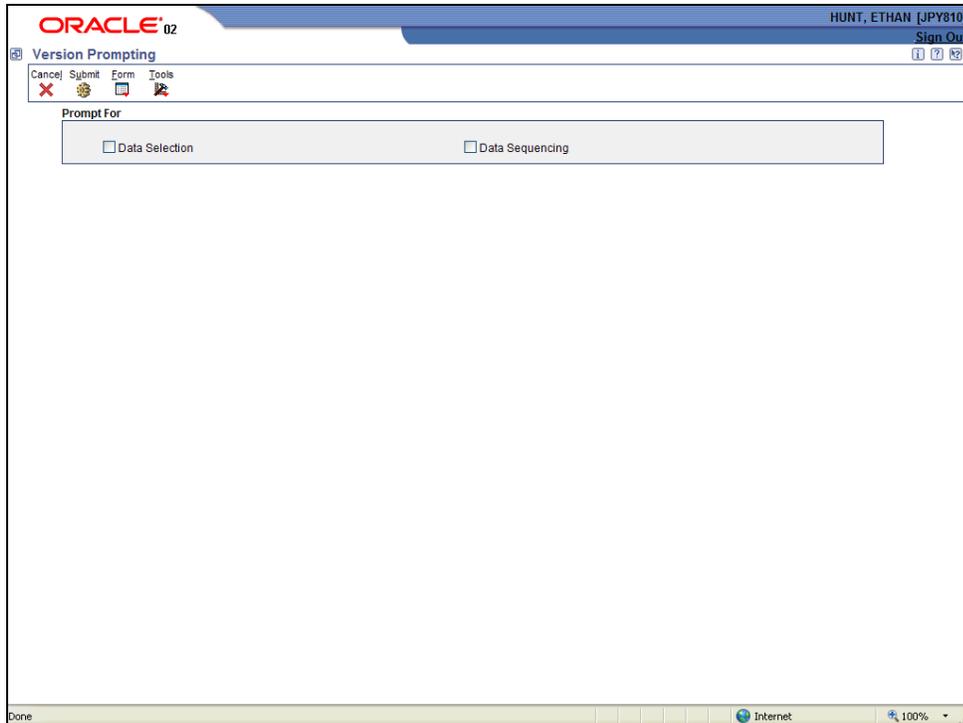
Budget - Agencies > Inquiries & Reports > Budget Reports > Budget Status Reports > Budget Status Summary.

Training Guide

Budget Status Summary



Step	Action
1.	Click the NIS State of Nebraska link. 
2.	Click the Accounting - Agencies link. 
3.	Click the Inquiries & Reports link. 
4.	Click the Budget Reports link. 
5.	Click the Budget Status Reports link. 
6.	Click the Budget Status Summary link. 



Step	Action
7.	Click the Data Selection option. <input data-bbox="462 1129 495 1161" type="checkbox"/>
8.	Click the Submit button. 

Training Guide

Budget Status Summary

ORACLE 02 HUNT, ETHAN [JPY810] Sign Out

Data Selection

OK Cancel Delete Up Down

Operator	Left Operand	Comparison	Right Operand
<input type="checkbox"/> Where	Agency Number (F0006) (RP01) [BC]	is equal to	Null
<input type="checkbox"/> And	Agency Division (F0006) (RP10) [BC]	is equal to	Null
<input type="checkbox"/> And	Object Account (F0901) (OBJ) [BC]	is equal to	"400000-599999"
<input type="checkbox"/> And	Fund Type (F0006) (RP11) [BC]	is not equal to	Blank
<input type="checkbox"/> And			

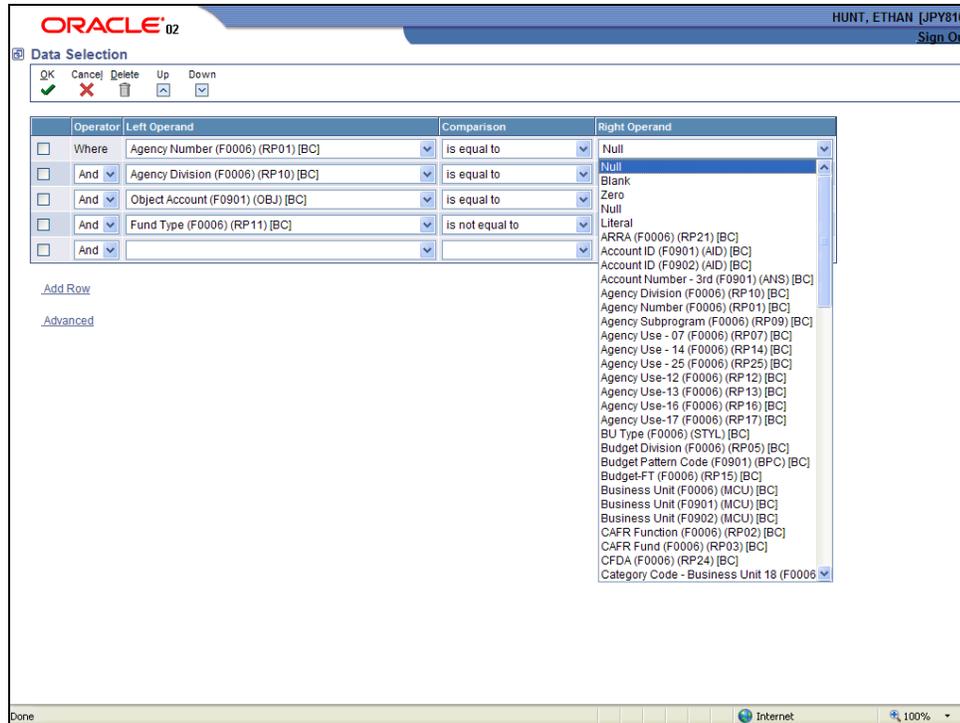
[Add Row](#)

[Advanced](#)

Done Internet 100%

Step	Action
9.	Click the drop down list of the Right Operand column for the Agency Number row.

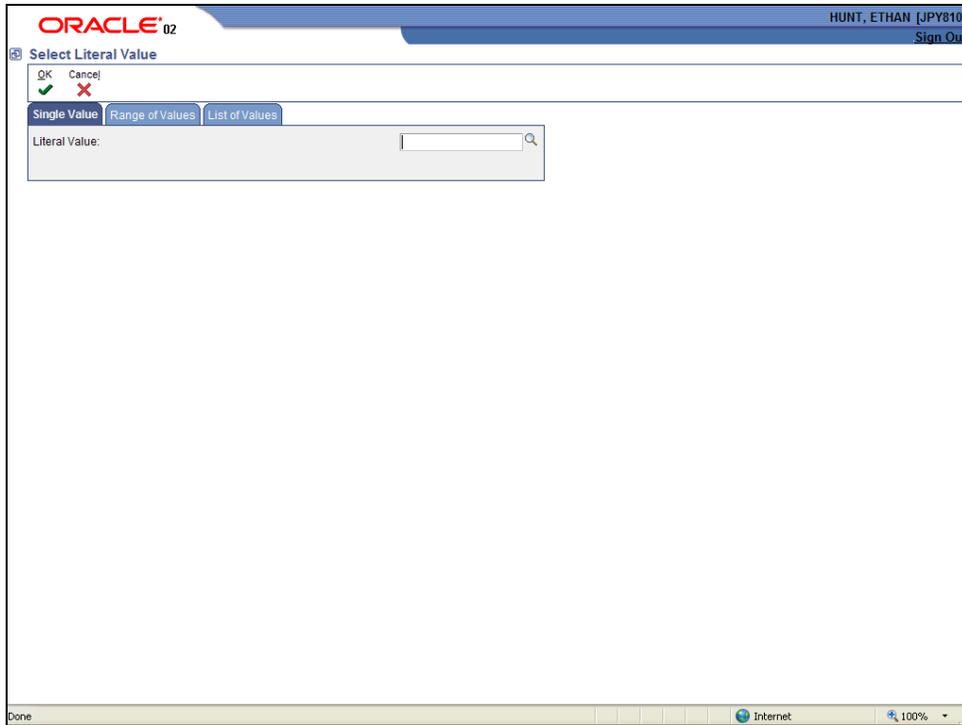
Null ▼



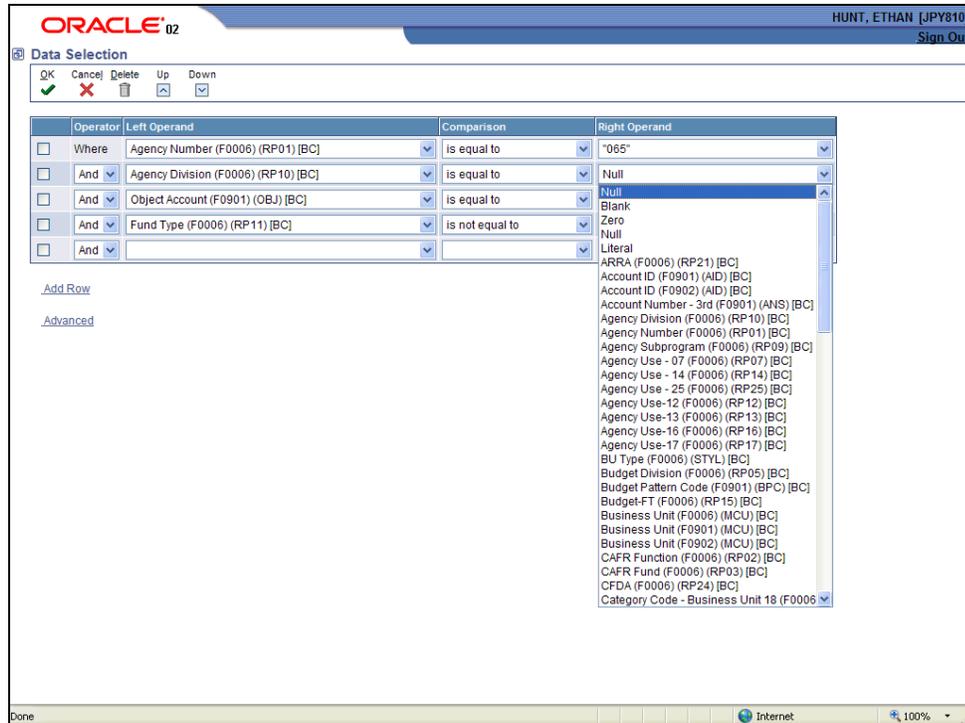
Step	Action
10.	Click the Literal list item. <input type="text" value="Literal"/>

Training Guide

Budget Status Summary



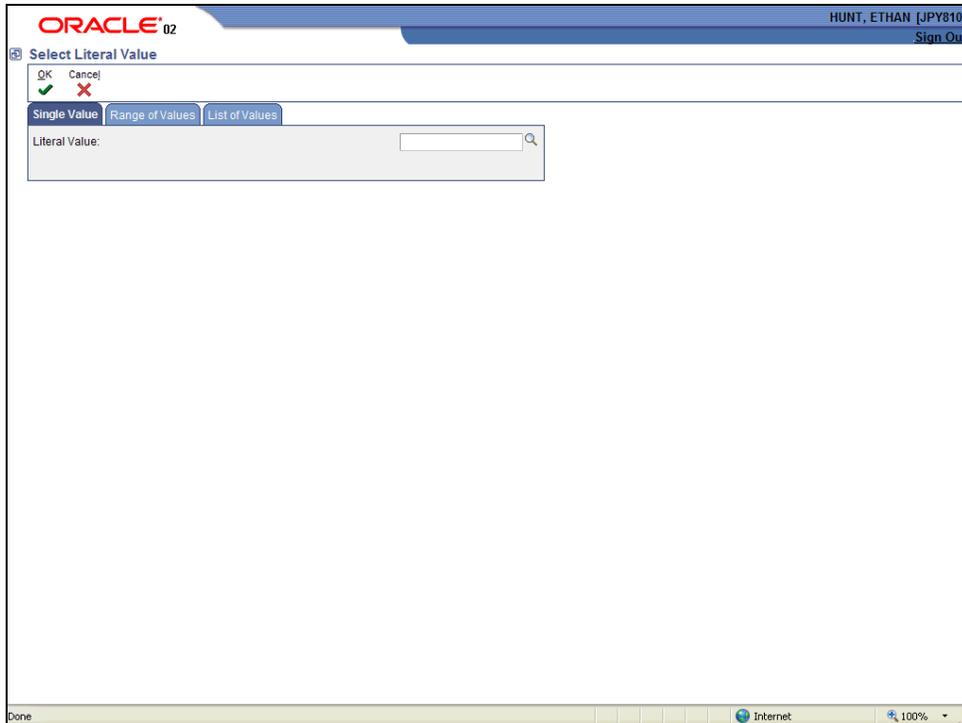
Step	Action
11.	Enter the agency number into the Literal Value field.
12.	Click the OK button. 
13.	Click the drop down list of the Right Operand column for the Agency Division row. 



Step	Action
14.	<p>Click the Literal list item.</p> <p><input type="text" value="Literal"/></p>

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Step	Action
15.	Enter the division number into the Literal Value field.
16.	Click the OK button. 
17.	Click the drop down list of the Right Operand column for the Fund Type row. 

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Data Selection

OK Cancel Delete Up Down

Operator	Left Operand	Comparison	Right Operand
<input type="checkbox"/> Where	Agency Number (F0006) (RP01) [BC]	is equal to	"065"
<input type="checkbox"/> And	Agency Division (F0006) (RP10) [BC]	is equal to	"002"
<input type="checkbox"/> And	Object Account (F0901) (OBJ) [BC]	is equal to	"400000-599999"
<input type="checkbox"/> And	Fund Type (F0006) (RP11) [BC]	is not equal to	Blank
<input type="checkbox"/> And			Blank

Add Row

Advanced

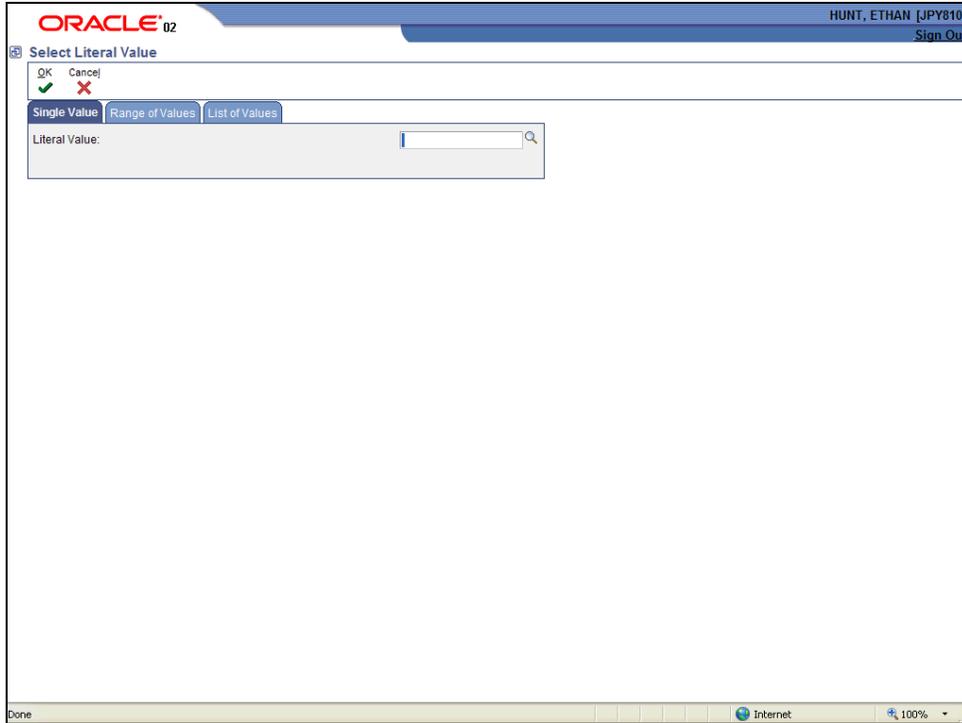
- Blank
- Blank
- Zero
- Null
- Literal
- ARRA (F0006) (RP21) [BC]
- Account ID (F0901) (AID) [BC]
- Account ID (F0902) (AID) [BC]
- Account Number - 3rd (F0901) (ANS) [BC]
- Agency Division (F0006) (RP10) [BC]
- Agency Number (F0006) (RP01) [BC]
- Agency Subprogram (F0006) (RP09) [BC]
- Agency Use - 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]
- BU Type (F0006) (STYL) [BC]
- Budget Division (F0006) (RP05) [BC]
- Budget Pattern Code (F0901) (BPC) [BC]
- Budget-FT (F0006) (RP15) [BC]
- Business Unit (F0006) (MCU) [BC]
- Business Unit (F0901) (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)

Done Internet 100%

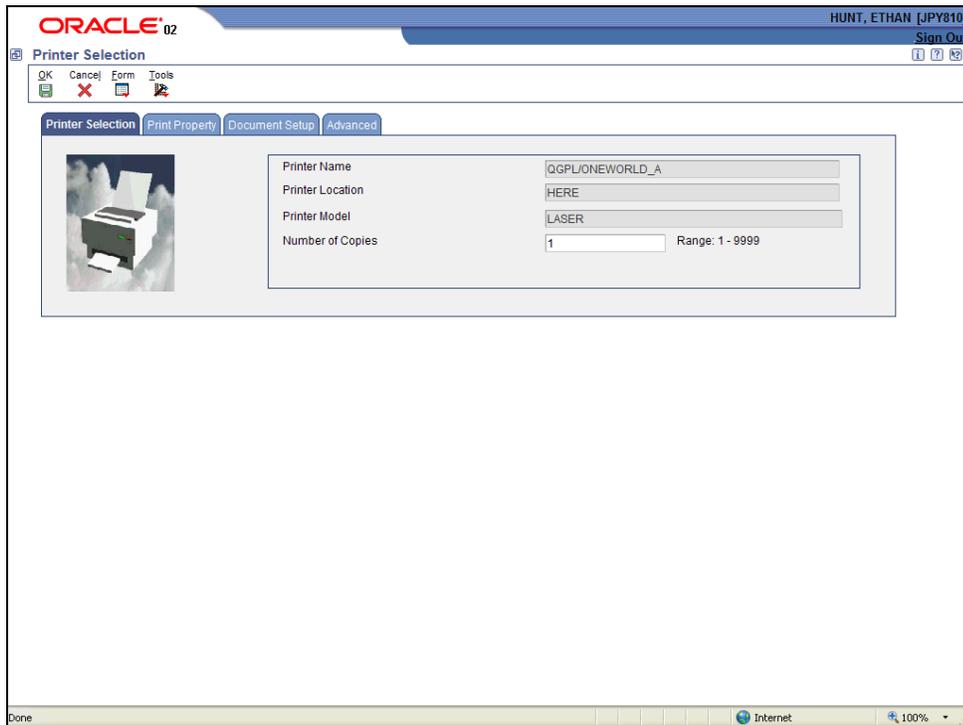
Step	Action
18.	<p>Click the Literal list item.</p> <p><input type="text" value="Literal"/></p>

Training Guide

Budget Status Summary



Step	Action
19.	Enter the desired information into the Literal Value field.
20.	Click the OK button. <input checked="" type="checkbox"/>
21.	To narrow the report by fund and/or by business unit you can add these categories in subsequent blank fields. For fund select Fund (F0901)(CO)[BC] from the Left Operand, and for business unit select Business Unit (F0006)(MCU)[BC] from the Left Operand.
22.	Click the OK button. <input checked="" type="checkbox"/>
23.	Complete the following information if necessary: Period Number - enter the period for which to run report (ex. 12 for June, 11 for May, etc.) Fiscal Year - enter the fiscal year for which to run report (ex. enter 06 for FY beginning July 1, 2006)
24.	Click the OK button. <input checked="" type="checkbox"/>



Step	Action
25.	Click the OK button. 
26.	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.