

Fund Summary by Fund
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Fund Summary by Fund

Fund Summary by Fund Overview

Run this report to view a summary of activity for a specific fund or range of funds. Assets, liabilities, revenues, and expenditures with totals for each fund will appear on report.

Fund Summary by Fund Lesson

Procedure

In this lesson you will learn how to run the Fund Summary by Fund Report.

Navigation:

We have listed four ways to navigate to the Fund Summary by Fund Report process. This lesson will be using the Accounting Agencies - Accounting Reports navigational steps.

Accounting - Agencies > Inquiries & Reports > Accounting Reports > Balance Reports > Fund Summary by Fund

or

Accounting - Agencies > Inquiries & Reports > Budget Reports > Budget Reports > Fund Summary by Fund

or

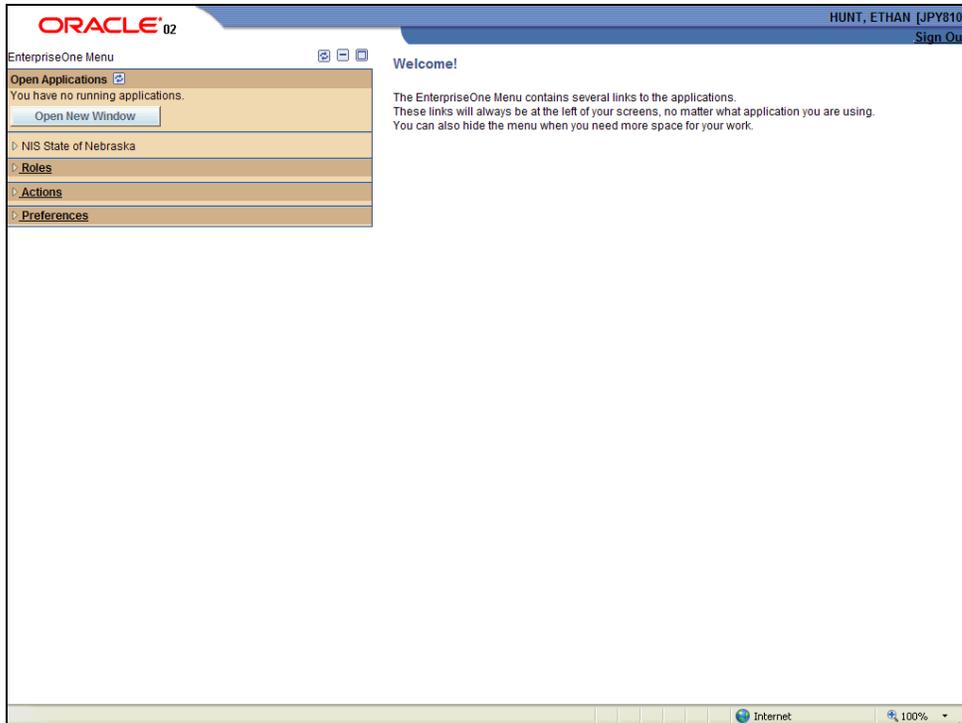
Budget - Agencies > Inquiries & Reports > Budget Reports > Budget Reports > Fund Summary by Fund

or

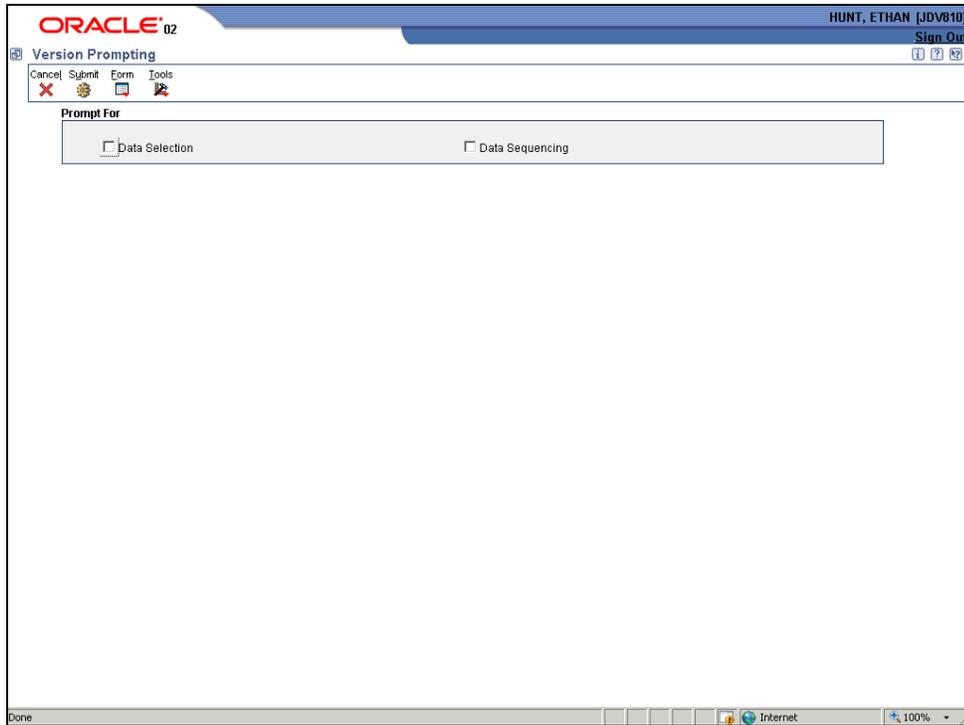
Budget - Agencies > Inquiries & Reports > Accounting Reports > Balance Reports > Fund Summary by Fund

Training Guide

Fund Summary by Fund



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 Balance Reports link. Balance Reports
6.	Click the Fund Summary by Fund link. Fund Summary by Fund



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

Training Guide

Fund Summary by Fund

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Data Selection

OK Cancel Delete Up Down

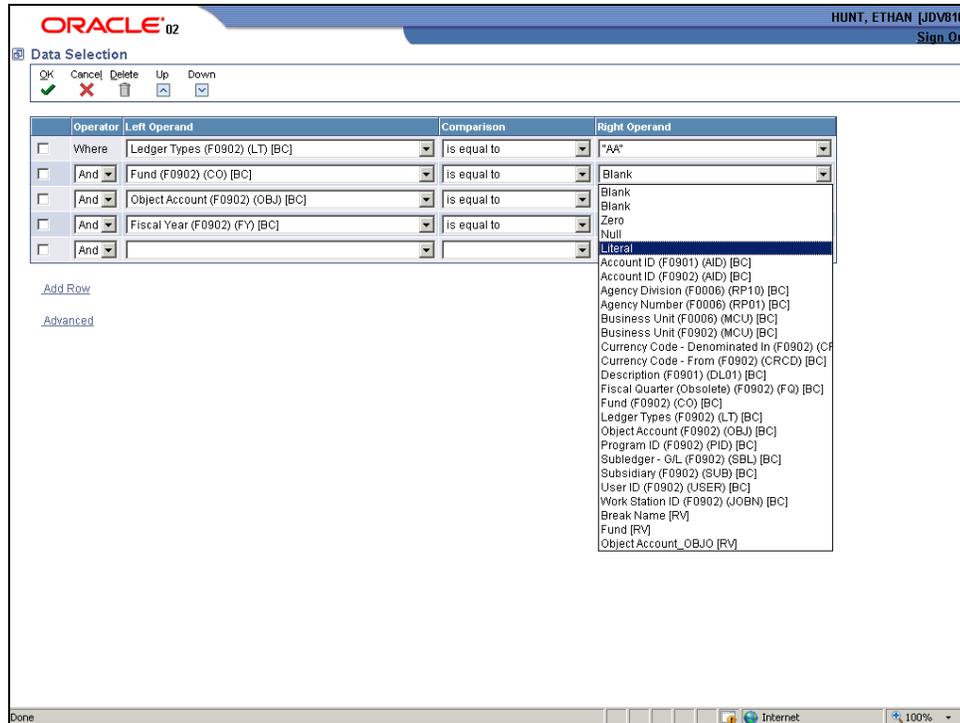
Operator	Left Operand	Comparison	Right Operand
<input type="checkbox"/> Where	Ledger Types (F0902) (LT) [BC]	is equal to	"AA"
<input type="checkbox"/> And	Fund (F0902) (CO) [BC]	is equal to	Blank
<input type="checkbox"/> And	Object Account (F0902) (OBJ) [BC]	is equal to	"100000-999999"
<input type="checkbox"/> And	Fiscal Year (F0902) (FY) [BC]	is equal to	mnFiscalYear1 [PO]
<input type="checkbox"/> And			

[Add Row](#)

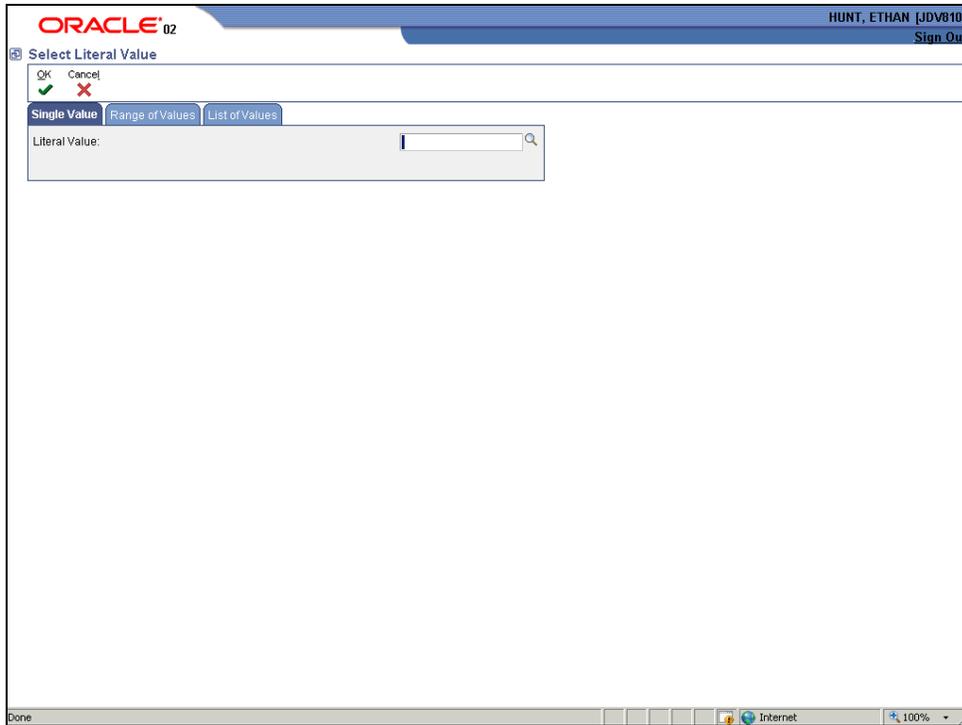
[Advanced](#)

Done Internet 100%

Step	Action
9.	To narrow the report by Fund click the drop down list of the Right Operand column for the Fund row.
	<input type="text" value="Blank"/>



Step	Action
10.	Click the Literal list item. Literal



Step	Action
11.	Enter the desired information into the Literal Value field.
12.	Click the OK button. 
13.	To narrow the report by Agency click the drop down list of the Left Operand column for the first blank row.

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Data Selection

OK Cancel Delete Up Down

Operator	Left Operand	Comparison	Right Operand
<input type="checkbox"/>	Where Ledger Types (F0902) (LT) [BC]	is equal to	"AA"
<input type="checkbox"/>	And Fund (F0902) (CO) [BC]	is equal to	"10000"
<input type="checkbox"/>	And Object Account (F0902) (OBJ) [BC]	is equal to	"100000-999999"
<input type="checkbox"/>	And Fiscal Year (F0902) (FY) [BC]	is equal to	mnFiscalYear1 [PO]
<input type="checkbox"/>	And		

Add Row

Advanced

- Account ID (F0901) (AID) [BC]
- Account ID (F0902) (AID) [BC]
- Agency Division (F0006) (RP10) [BC]
- Agency Number (F0006) (RP01) [BC]
- Amount - Beginning Balance/PYE Forward (F0902) (APYF) [BC]
- Amount - Memo Budget Changes (F0902) (POL) [BC]
- Amount - Memo Commitment Changes (F0902) (TKER) [BC]
- Amount - Net Posting 01 (F0902) (AN01) [BC]
- Amount - Net Posting 02 (F0902) (AN02) [BC]
- Amount - Net Posting 03 (F0902) (AN03) [BC]
- Amount - Net Posting 04 (F0902) (AN04) [BC]
- Amount - Net Posting 05 (F0902) (AN05) [BC]
- Amount - Net Posting 06 (F0902) (AN06) [BC]
- Amount - Net Posting 07 (F0902) (AN07) [BC]
- Amount - Net Posting 08 (F0902) (AN08) [BC]
- Amount - Net Posting 09 (F0902) (AN09) [BC]
- Amount - Net Posting 10 (F0902) (AN10) [BC]
- Amount - Net Posting 11 (F0902) (AN11) [BC]
- Amount - Net Posting 12 (F0902) (AN12) [BC]
- Amount - Net Posting 13 (F0902) (AN13) [BC]
- Amount - Net Posting 14 (F0902) (AN14) [BC]
- Amount - Original/Beginning Budget (F0902) (BORG) [BC]
- Amount - Prior Year Net Postings (F0902) (APYN) [BC]
- Amount - Week-to-Data (F0902) (AINTD) [BC]
- Budget - Approved (F0902) (BAPR) [BC]
- Budget - Requested (F0902) (BREQ) [BC]
- Business Unit (F0006) (MCU) [BC]
- Business Unit (F0902) (MCU) [BC]
- Century (F0902) (CTRY) [BC]
- Currency Code - Denominated In (F0902) (CRCX) [BC]

Done Internet 100%

Step	Action
14.	<p>Click the Agency Number (F0006) (RP01) [BC] list item.</p> <p><input type="text" value="Agency Number (F0006) (RP01) [BC]"/></p>

Training Guide

Fund Summary by Fund

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Data Selection

OK Cancel Delete Up Down

Operator	Left Operand	Comparison	Right Operand
<input type="checkbox"/> Where	Ledger Types (F0902) (LT) [BC]	is equal to	"AA"
<input type="checkbox"/> And	Fund (F0902) (CO) [BC]	is equal to	"10000"
<input type="checkbox"/> And	Object Account (F0902) (OBJ) [BC]	is equal to	"100000-999999"
<input type="checkbox"/> And	Fiscal Year (F0902) (FY) [BC]	is equal to	mnFiscalYear1 [PO]
<input type="checkbox"/> And	Agency Number (F0006) (RP01) [BC]		

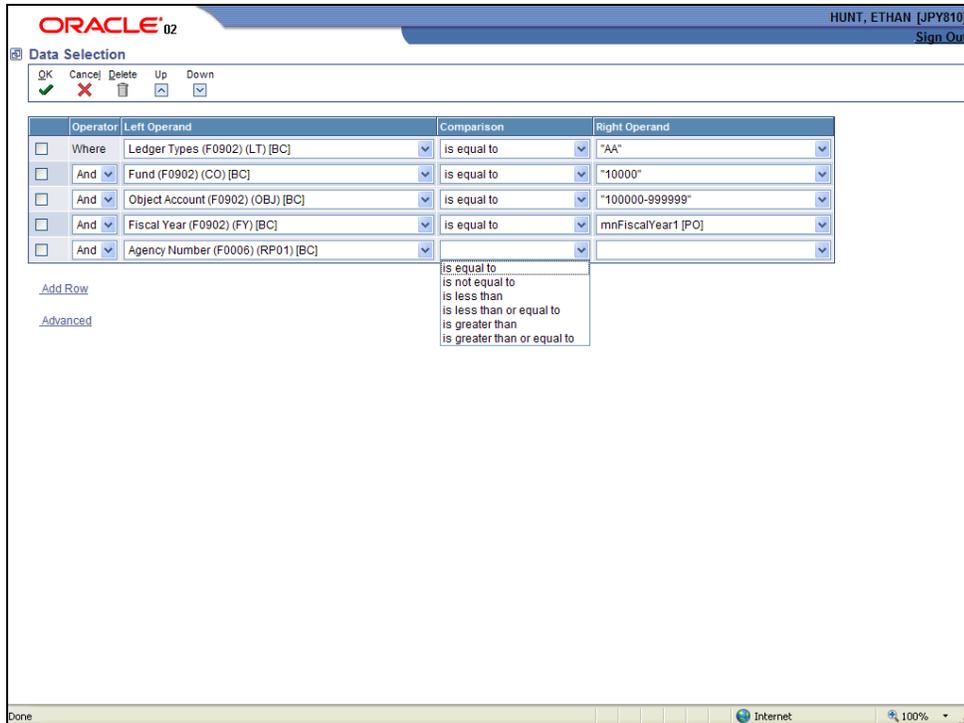
[Add Row](#)

[Advanced](#)

Done Internet 100%

Step	Action
15.	Click the drop down list of the Comparison column.





Step	Action
16.	Click the is equal to list item. is equal to

Training Guide

Fund Summary by Fund

ORACLE 02 HUNT, ETHAN [JPY810] Sign Out

Data Selection

OK Cancel Delete Up Down

Operator	Left Operand	Comparison	Right Operand
<input type="checkbox"/> Where	Ledger Types (F0902) (LT) [BC]	is equal to	"AA"
<input type="checkbox"/> And	Fund (F0902) (CO) [BC]	is equal to	"10000"
<input type="checkbox"/> And	Object Account (F0902) (OBJ) [BC]	is equal to	"100000-999999"
<input type="checkbox"/> And	Fiscal Year (F0902) (FY) [BC]	is equal to	mnFiscalYear1 [PO]
<input type="checkbox"/> And	Agency Number (F0006) (RP01) [BC]	is equal to	

[Add Row](#)

[Advanced](#)

Done Internet 100%

Step	Action
17.	Click the drop down list of the Right Operand column.

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Data Selection

OK Cancel Delete Up Down

Operator	Left Operand	Comparison	Right Operand
<input type="checkbox"/> Where	Ledger Types (F0902) (LT) [BC]	is equal to	"AA"
<input type="checkbox"/> And	Fund (F0902) (CO) [BC]	is equal to	"10000"
<input type="checkbox"/> And	Object Account (F0902) (OBJ) [BC]	is equal to	"100000-999999"
<input type="checkbox"/> And	Fiscal Year (F0902) (FY) [BC]	is equal to	mnFiscalYear1 [PO]
<input type="checkbox"/> And	Agency Number (F0006) (RP01) [BC]	is equal to	

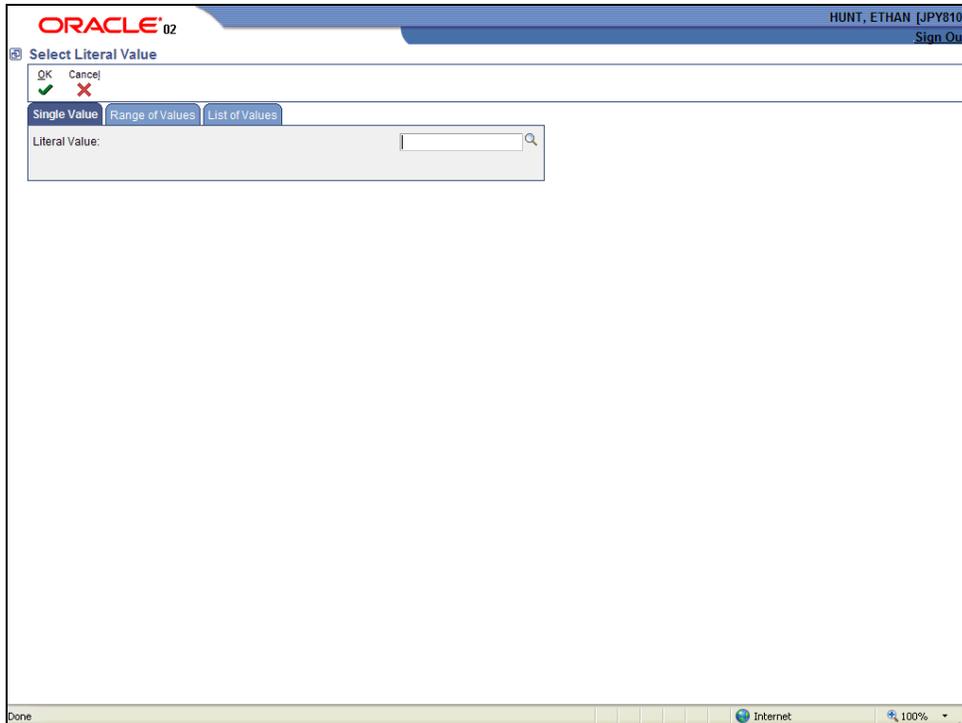
Add Row

Advanced

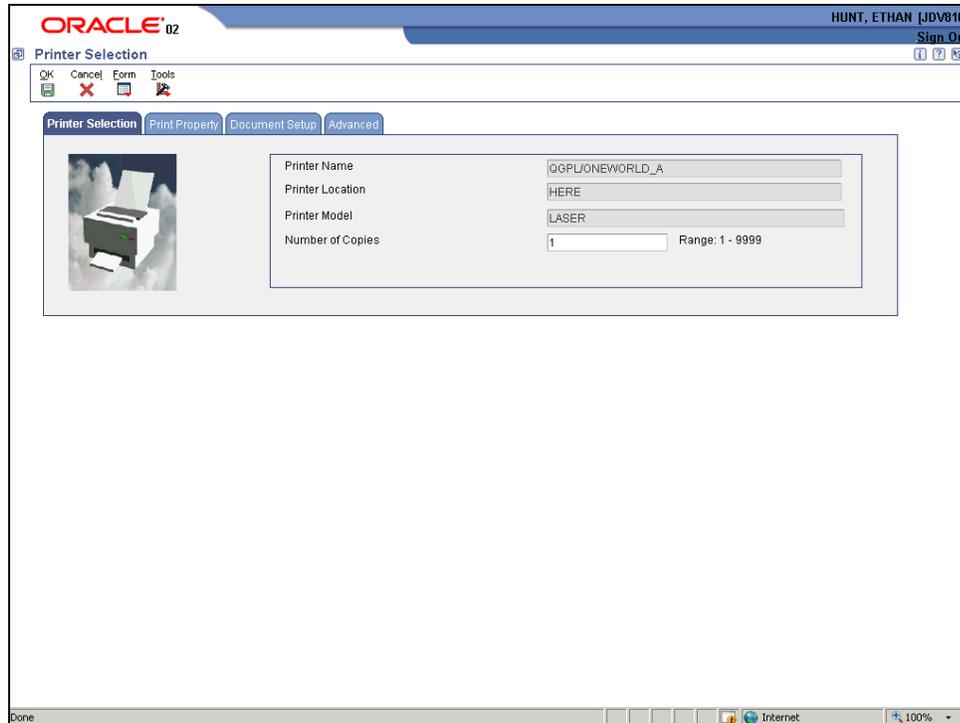
- Blank
- Zero
- Null
- Literal
- Account ID (F0901) (AID) [BC]
- Account ID (F0902) (AID) [BC]
- Agency Division (F0006) (RP10) [BC]
- Agency Number (F0006) (RP01) [BC]
- Business Unit (F0006) (MCU) [BC]
- Business Unit (F0902) (MCU) [BC]
- Currency Code - Denominated In (F0902) (CF)
- Currency Code - From (F0902) (CRCD) [BC]
- Description (F0901) (DL01) [BC]
- Fiscal Quarter (Obsolete) (F0902) (FQ) [BC]
- Fund (F0902) (CO) [BC]
- Ledger Types (F0902) (LT) [BC]
- Object Account (F0902) (OBJ) [BC]
- Program ID (F0902) (PID) [BC]
- Subledger - G/L (F0902) (SBL) [BC]
- Subsidiary (F0902) (SUB) [BC]
- User ID (F0902) (USER) [BC]
- Work Station ID (F0902) (JOBN) [BC]
- Break Name [RV]
- Fund [RV]
- Object Account_OBJO [RV]

Done Internet 100%

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



Step	Action
19.	Enter the desired information into the Literal Value field.
20.	Click the OK button. <input checked="" type="checkbox"/>
21.	Click the OK button. <input checked="" type="checkbox"/>
22.	Click the OK button. <input checked="" type="checkbox"/>
23.	Complete the following fields: Period Number - enter the period number (Ex. Enter 1 for July, 2 for August) Fiscal Year - enter the 2-digit fiscal year (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.