

FGIBDST: Organization Budget Status

This screen provides detailed account information for all transactions which have passed through the approval process and have been **posted**. FGIBDST returns budget status data on the particular account code entered plus all accounts which follow in the same Organization/Fund/Program distribution.

NOTE: If you wish to view *ONLY* one account, click the *Query Specific Account* box. If you do NOT wish to view revenue accounts, click to **uncheck** the *Include Revenue Accounts* box.

Organization Budget Status FGIBDST 9.3.6 (PROD)

Chart: * 1 ...

Index: ...

Include Revenue:

Accounts

Organization: 4411 ...

Program: 050100 ...

Account Type: ...

Location: ...

Fiscal Year: * 19 ...

Query Specific: *

Account

Commit Type: Both

Fund: 10004 ...

Account: ...

Activity: ...

Go

Get Started: Complete the fields above and click Go. To search by name, press TAB from an ID field, enter your search criteria, and then press ENTER.

- The *Chart* field defaults to “1”
- The *Index* field should be blank
- *Fiscal Year* defaults to the current 2-digit fiscal year code
- Enter the desired *Organization*, *Fund*, *Program*, and/or *Account* codes

Complete the fields above and click Go.

Organization Budget Status FGIBDST 9.3.6 (PROD)

Chart: 1 S.M.C.C.C.D. Fiscal Year: 19 Index: Query Specific Account: Include Revenue Accounts: Commit Type: Both

Organization: 4411 Business/Technology Fund: 10004 Current Unrestricted-CSM Program: 050100 Business and Commerce, General Account:

Account Type: Activity: Location:

Account	Type	Title	Adjusted Budget	YTD Activity	Commitments	Available Balance
1110	L	TEACHING SALARY	504,652.80	239,998.59	0.00	264,654.21
1199	L	ACADEMIC TEACHING VACANCY	0.00	0.00	0.00	0.00
1258	L	COORDINATORS	19,797.60	9,898.75	0.00	9,898.85
1310	L	TEACH SAL/VAR	390,000.00	218,448.98	0.00	171,551.02
1311	L	TCH SAL VAR/FLX	560.08	560.08	0.00	0.00
1320	L	SUB TEACH SAL	1,259.33	2,426.95	0.00	-1,167.62
1390	L	TEACH SAL/OFFICE HOURS	61,000.00	28,403.04	0.00	32,596.96
1495	L	OTHR CERT SAL	5,000.00	0.00	0.00	5,000.00
1999	L	CERT SALARY SAVINGS/BUDGET O...	0.00	0.00	0.00	0.00
2210	L	INSTR AIDES SAL	137,508.00	68,754.00	0.00	68,754.00
3419	L	HEALTH COST REIMB/ADJUNCT FA...	1,505.00	1,505.00	0.00	0.00
3801	L	Benefit Chargeback - POSCTL	273,913.86	145,924.91	0.00	127,988.95
3802	L	Benefit Chargeback - NON POSCTL	42,000.00	19,532.13	0.00	22,467.87
3999	L	BENEFIT SAVINGS/BUDGET ONLY	0.00	0.00	0.00	0.00
4510	E	MISC SUPPLIES	1,837.56	1,206.14	0.00	631.42
4515	E	OTHR SUPL SPEC	0.00	-72.00	0.00	72.00
4580	E	CENTRAL DUPLICATING	100.00	0.00	0.00	100.00
5211	E	CONF IN STATE	700.00	0.00	0.00	700.00
5212	E	CONF OUT STATE	1,000.00	0.00	0.00	1,000.00
5310	E	DUES/MBERSHIPS	600.00	460.00	0.00	140.00
Net Total			-1,441,496.67	-737,109.01	0.00	

Record 1 of 23

Note: This report has two pages. Please click on the next page to see the remaining accounts.

4580	E	CENTRAL DUPLICATING				
5211	E	CONF IN STATE				
5212	E	CONF OUT STATE				
5310	E	DUES/MBERSHIPS				
Net Total						

Record 21 of 23

Click here to get to the second page

Organization Budget Status FGIBDST 9.3.6 (PROD)

Chart: 1 S.M.C.C.C.D. Fiscal Year: 19 Index: Query Specific Account: Include Revenue Accounts: Commit Type: Both

Organization: 4411 Business/Technology Fund: 10004 Current Unrestricted-CSM Program: 050100 Business and Commerce, General Account:

Account Type: Activity: Location:

Account	Type	Title	Adjusted Budget	YTD Activity	Commitments	Available Balance
5621	E	RENT/SOFTWARE	62.44	62.44	0.00	0.00
5621N	E	RENT/SOFTWARE - Non-Taxa...	0.00	0.00	0.00	0.00
5690	E	OTHER CONTR SVC	0.00	0.00	0.00	0.00
Net Total			-1,441,496.67	-737,109.01	0.00	

Record 21 of 23

Organization Budget Status (continued)...

To view the transaction detail for any of the accounts listed in FGIBDST, place your cursor in the row of the account and the column for type of information you which view. For example, if you are interested in looking at the year-to-date activity for account 4510, place your cursor in the *YTD Activity* column of the 4510 row, click on the *Related Menu* and select **Transaction Detail Information [FGITRND]** or click F3.

Account	Type	Title	Adjusted Budget	YTD
1110	L	TEACHING SALARY	504,652.80	
1199	L	ACADEMIC TEACHING VAC...	0.00	
1258	L	COORDINATORS	19,797.60	
1310	L	TEACH SAL/VAR	390,000.00	
1311	L	TCH SAL VAR/FLX	560.08	
1320	L	SUB TEACH SAL	1,259.33	
1390	L	TEACH SAL/OFFICE HOURS	61,000.00	

Account	Organization	Program	Field	Amount	Incr...	Type	Document *	Transaction Date *	Activity Date *	Description
4510	4411	050100	YTD	11.98	+	JPCD	C1901293	12/26/2018	01/03/2019	OFFICE DEPOT 1135 800-463-3768
4510	4411	050100	YTD	210.03	+	APCA	J1902697	12/17/2018	12/18/2018	mbs4 C1900895 Office Depot
4510	4411	050100	YTD	29.45	+	APCA	J1901703	10/31/2018	11/01/2018	mbs4 C1900255 Staples \$56.46
4510	4411	050100	YTD	21.84	+	APCA	J1901696	10/31/2018	11/01/2018	mbs4 C1900255 Victra Belmont
4510	4411	050100	YTD	38.14	+	APCA	J1901697	10/31/2018	11/01/2018	mbs4 C1900255 Amazon
4510	4411	050100	YTD	38.92	+	APCA	J1901698	10/31/2018	11/01/2018	mbs4 C1900255 Amazon
4510	4411	050100	YTD	223.02	+	APCA	J1901699	10/31/2018	11/01/2018	mbs4 C190255 Staples Direct
4510	4411	050100	YTD	632.76	+	APCA	J1901695	10/31/2018	11/01/2018	mbs4 C1900255 Amazon
			Total	1,206.14	+					

If, on the other hand, you wish to view *all* of transaction detail information (including budget, year-to-date activity and commitments) for an account, place your cursor in the *Account* column of the desired account, go to the *Related Menu* and select **Transaction Detail Information [FGITRND]**.

Account	Organization	Program	Field	Amount	Increase/Decrease	Type	Document	Transaction Date	Activity Date	Description
4510	4411	050100	YTD	11.98	+	JPCD	C1901293	12/26/2018	01/03/2019	OFFICE DEPOT 1135 800-463-3768
4510	4411	050100	YTD	210.03	+	APCA	J1902697	12/17/2018	12/18/2018	mbs4 C1900895 Office Depot
4510	4411	050100	YTD	29.45	+	APCA	J1901703	10/31/2018	11/01/2018	mbs4 C1900255 Staples \$56.46
4510	4411	050100	YTD	21.84	+	APCA	J1901696	10/31/2018	11/01/2018	mbs4 C1900255 Victra Belmont
4510	4411	050100	YTD	38.14	+	APCA	J1901697	10/31/2018	11/01/2018	mbs4 C1900255 Amazon
4510	4411	050100	YTD	38.92	+	APCA	J1901698	10/31/2018	11/01/2018	mbs4 C1900255 Amazon
4510	4411	050100	ABD	-62.44	-	BDTF	J1901700	10/31/2018	11/01/2018	From BUS. 4510 to 5621
4510	4411	050100	YTD	223.02	+	APCA	J1901699	10/31/2018	11/01/2018	mbs4 C190255 Staples Direct
4510	4411	050100	YTD	632.76	+	APCA	J1901695	10/31/2018	11/01/2018	mbs4 C1900255 Amazon
4510	4411	050100	OBD	1,800.00	+	BD01	L1900066	07/01/2018	08/25/2018	Load 1819 FINADJ 25-AUG-2018
4510	4411	050100	OBD	100.00	+	BD01	L1900024	07/01/2018	05/25/2018	Load 1819 TENTAT 25-May-2018
Total				3,043.70	+					

Transaction Detail Information [FGITRND]

To retrieve additional document information for a particular transaction highlight the item, go to the *Related Menu* and select **Query Document [By Type]**.

Account	Organization	Program	Field	Amount	Increase (+) or Decrease (-)	Type	Document	Transaction Date	Activity Date	Description
4510	4411	050100	YTD	11.98	+	JPCD	C1901293	12/26/2018	01/03/2019	OFFICE DEPOT 1135 800-463-3768
4510	4411	050100	YTD	210.03	+	APCA	J1902697	12/17/2018	12/18/2018	mbs4 C1900895 Office Depot
4510	4411	050100	YTD	29.45	+	APCA	J1901703	10/31/2018	11/01/2018	mbs4 C1900255 Staples \$56.46
4510	4411	050100	YTD	21.84	+	APCA	J1901696	10/31/2018	11/01/2018	mbs4 C1900255 Victra Belmont
4510	4411	050100	YTD	38.14	+	APCA	J1901697	10/31/2018	11/01/2018	mbs4 C1900255 Amazon
4510	4411	050100	YTD	38.92	+	APCA	J1901698	10/31/2018	11/01/2018	mbs4 C1900255 Amazon
4510	4411	050100	YTD	223.02	+	APCA	J1901699	10/31/2018	11/01/2018	mbs4 C190255 Staples Direct
4510	4411	050100	YTD	632.76	+	APCA	J1901695	10/31/2018	11/01/2018	mbs4 C1900255 Amazon
Total				1,206.14	+					

ellucian Detail Transaction Activity FGITRND 9.3.6 (PROD) ADD RETRIEVE RELATED TOOLS

COA: 1 Fiscal Year: 19 Index: Fund: 10004 Organization: 4411 Account: 4510 Program: 050100 Activity: Location: Per Search

Commit Type: Both

Query Document [BY TYPE]

Detail Encumbrance Info [FGIENCD]

Account	Organization	Program	Field	Amount	Increase (+) or Decrease (-)	Type	Document *	Transaction
4510	4411	050100	YTD	11.98	+	JPCD	C1901293	12/26/2018
4510	4411	050100	YTD	210.03	+	APCA	J1902697	12/17/2018
4510	4411	050100	YTD	29.45	+	APCA	J1901703	10/31/2018
4510	4411	050100	YTD	21.84	+	APCA	J1901696	10/31/2018
4510	4411	050100	YTD	38.14	+	APCA	J1901697	10/31/2018

ellucian Document Retrieval Inquiry FGIDOCR 9.3.6A (PROD) ADD RETRIEVE RELATED TOOLS

Document: * C1901293 Submission Number: Go

Document Type: *

Get Started: Complete the fields above and click Go. To search by name, press TAB from an ID field, enter your search criteria, and then press ENTER.

Click *Go* to see the detail information.

ellucian Document Retrieval Inquiry FGIDOCR 9.3.6A (PROD) ADD RETRIEVE RELATED TOOLS

Document: C1901293 Submission Number: Document Type: JV Start Over

Transaction Date: 12/26/2018 Fiscal Year: 19 Fiscal Period: 06 Items: 19 Commit Type: Uncommitted Document Text:

Sub Number	Item	Sequence	Journal Type	Description	Amount	Sign	Currency	Document Reference	COA	Index	Fund	Orgn
	0	1	JPCD	OFFICE DEPOT 1135 800...	243.07	Debit			1		10004	4411
	0	2	JPCD	OFFICE DEPOT 1135 800...	119.27	Debit			1		10004	4411
	0	3	JPCD	OFFICE DEPOT 1135 800...	58.17	Debit			1		31196	4411
	0	0	GRIR	OFFICE DEPOT 1135 800...	2.33	+ Plus			1		18501	1035
	0	0	GRIC	OFFICE DEPOT 1135 800...	2.33	+ Plus			1		31196	4411
	0	0	GRRV	OFFICE DEPOT 1135 800...	60.50	+ Plus			1		31196	4411
	0	0	GRAR	OFFICE DEPOT 1135 800...	60.50	+ Plus			1		31196	4411
	0	0	JPCD	OFFICE DEPOT 1135 800...	11.98	Debit			1		10004	4411
	0	0	JPCD	OFFICE DEPOT 1135 800...	12.06	Debit			1		10004	4411
	0	0	JPCD	CVS/PHARMACY #09833 ...	21.76	Debit			1		10004	4411

Record 1 of 19

To retrieve Document Text information, go to the *Related Menu* and select **Document Text [FOATEXT]**.

ellucian General Text Entry FOATEXT 9.3.6 (PROD) ADD RETRIEVE RELATED TOOLS

Type: JV Code: C1901293 Default Increment: 10 Start Over

GENERAL TEXT ENTRY

Text	Print *	Line
Card Issuer: US Bank Company Nbr: 38756	<input type="checkbox"/>	1
Card Owner: ALANA UTSUMI	<input type="checkbox"/>	2
Card Default FOAP: 10004-4411-4510-601004	<input type="checkbox"/>	3

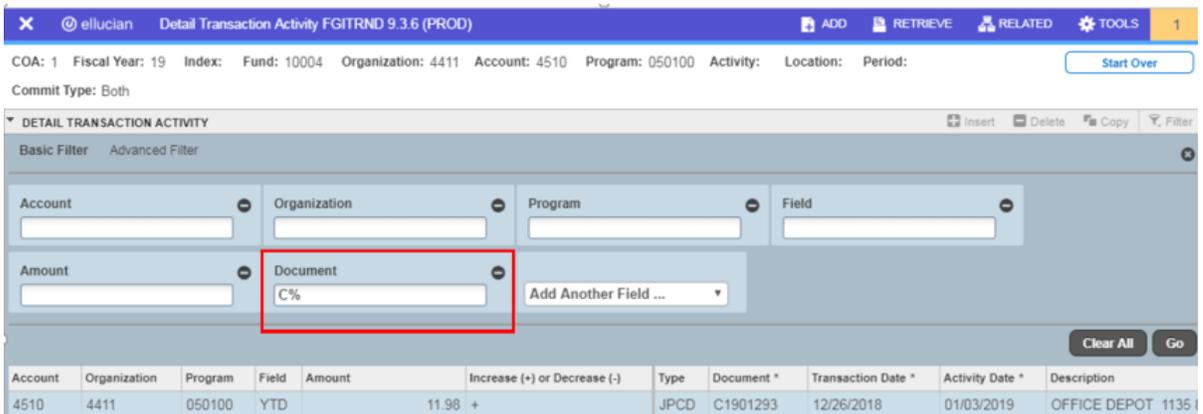
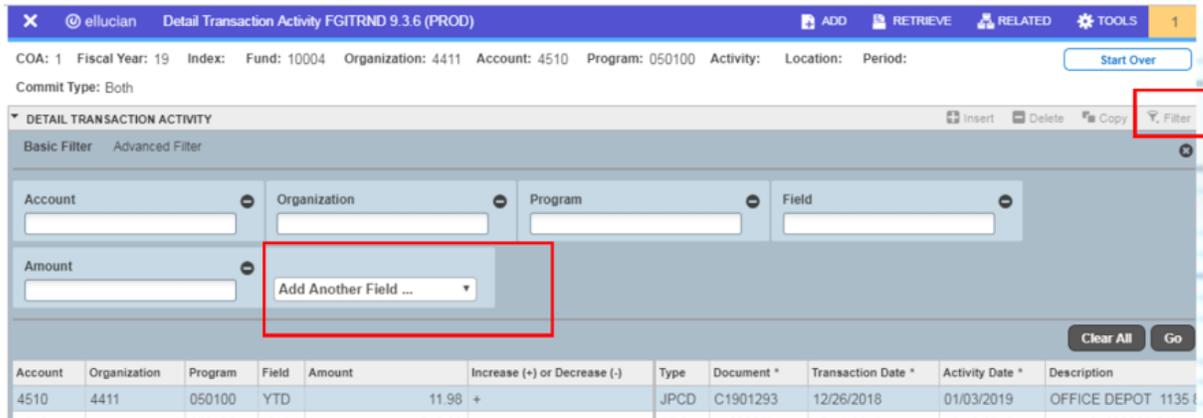
Record 1 of 3

Transaction Detail Information (continued)...

Another option available in FGITRND is the query function. A query may be helpful if it is necessary to filter or search the transaction detail data. To begin a query, click on the *Filter Option*. Enter the specific information desired in the *Account*, *Organization*, *Field*, *Document* or *Amount* filters, and click Go.

For example, to view only the Procurement Card Transactions posted to your account, enter "C%" in the *Document* filter and click Go.

Note: The Document field is not displayed on screen. Please select it from the "Add Another Field..." drop down menu.



Data Extraction

To export data from FGIBDST into Excel, go to the *Tools Menu* and select **Export** or **Shift+ F1**.

The cvs file will appear at the bottom of your screen. Click on it and the file will open.

Account	Code	Description	Amount 1	Amount 2	Amount 3
3801	L	Benefit Chargeback - POSCTL	273,913.86	145,924.91	0.00
3802	L	Benefit Chargeback - NON P...	42,000.00	19,532.13	0.00
3999	L	BENEFIT SAVINGS/BUDGET ...	0.00	0.00	0.00
4510	E	MISC SUPPLIES	1,837.56	1,206.14	0.00
4515	E	OTHR SUPL SPEC	0.00	-72.00	0.00
4580	E	CENTRAL DUPLICATING	100.00	0.00	0.00
5211	E	CONF IN STATE	700.00	0.00	0.00
5212	E	CONF OUT STATE	1,000.00	0.00	0.00
5310	E	DUES/MBERSHIPS	600.00	460.00	0.00
Net Total			-1,441,496.67	-737,109.01	0.00

The Excel spreadsheet data may be formatted, filtered or saved as desired.

	A	B	C	D	E	F	G	H
1	'Chart'	'Fiscal Yea	'Index'	'Query Sp	'Include R	'Commit T	'Organizat	'Key Orgn
2	1	19		R	Y		4411	Business/
3	'Account'	'Type'	'Title'	'Adjusted	'YTD Activ	'Commitr'	'Available Balance'	
4	1110	L	TEACHING	504652.8	239998.6	0	264654.2	
5	1199	L	ACADEMIC	0	0	0	0	
6	1258	L	COORDIN	19797.6	9898.75	0	9898.85	
7	1310	L	TEACH SAL	390000	218449	0	171551	
8	1311	L	TCH SAL V	560.08	560.08	0	0	
9	1320	L	SUB TEACH	1259.33	2426.95	0	-1167.62	
10	1390	L	TEACH SAL	61000	28403.04	0	32596.96	
11	1495	L	OTHR CER	5000	0	0	5000	
12	1999	L	CERT SALA	0	0	0	0	
13	2210	L	INSTR AID	137508	68754	0	68754	
14	3419	L	HEALTH C	1505	1505	0	0	
15	3801	L	Benefit Ch	273913.9	145924.9	0	127989	
16	3802	L	Benefit Ch	42000	19532.13	0	22467.87	
17	3999	L	BENEFIT S	0	0	0	0	
18	4510	E	MISC SUP	1837.56	1206.14	0	631.42	
19	4515	E	OTHR SUP	0	-72	0	72	
20	4580	E	CENTRAL	100	0	0	100	
21	5211	E	CONF IN S	700	0	0	700	
22	5212	E	CONF OUT	1000	0	0	1000	
23	5310	E	DUES/MB	600	460	0	140	
24	5621	E	RENT/SOF	62.44	62.44	0	0	
25	5621N	E	RENT/SOF	0	0	0	0	
26	5690	E	OTHER CO	0	0	0	0	
27								