

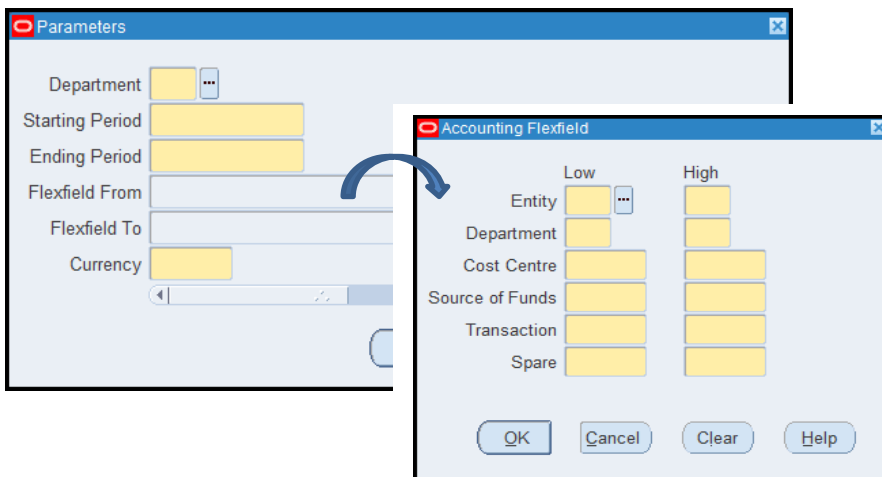


# Account Analysis – Transaction Detail with Categories – Excel Version (UFS)

This report is currently used by selected departments who are involved in the Financial Information Delivery Framework project for Owner and Category Information added to Cost Centres. The aim is from May 2017 to start rolling the function and this report to remaining departments.

This version of an Account Analysis report details individual transactions either on a specific or range of code combinations and will include 'category' information. The report will output directly into Excel (recommend that you Save As to a relevant drive) and will contain two worksheets: report information and transactions.

## Report parameters



Complete all the report parameter fields with the relevant details that you wish to report on.

The accounting flexfield box will only display once you click into the flexfield *From* and *To* box.

## Example of a report output

### Worksheet 1

Report Name	Account Analysis - Transaction Detail with Categories - Excel Version (UFS)
Report Date	09-Feb-2017 10:23
<b>Parameters Entered</b>	
Department	ZZ
Min Code Combination	U.ZZ.ZZAA.0000.0000.0000
Max Code Combination	U.ZZ.ZZZZ.ZZZZ.ZZZZ.0000
Min Period	OCT-16
Max Period	FEB-17
Currency	GBP
<b>Notes:</b> The Reconciliation section below should show no difference between the sum of transactions and the check total	
<b>Reconciliation</b>	
	Transactions
Sum of transaction amounts	-859,665.57
Check total	-859,665.57
Difference	0.00

# Detailed Procedure Account Analysis - Transaction Detail with Categories - Excel Version

## Worksheet 2

Posted	Period	Ent	Dept	CC	Description	SOF	Description	Tran	Description	Spare	Category	Source	Batch Name
18-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAA	Credit Card Control A/C	0000	Purchase Invoices: Payables		Payables A 2742397 19
18-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAA	Credit Card Control A/C	0000	Purchase Invoices: Payables		Payables A 2742397 19
20-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Transfer	Manual	ZZ/RAD/20/10/16/02
20-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Transfer	Manual	ZZ/RAD/20/10/16/01
11-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Purchase Invoices: Payables		Payables A 2742332 19
11-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Purchase Invoices: Payables		Payables A 2742332 19
12-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Purchase Invoices: Payables		Payables A 2742338 19
12-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Purchase Invoices: Payables		Payables A 2742338 19
12-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Purchase Invoices: Payables		Payables A 2742338 19
11-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Purchase Invoices: Payables		Payables A 2742332 19
11-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Purchase Invoices: Payables		Payables A 2742332 19
11-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Purchase Invoices: Payables		Payables A 2742332 19
11-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	AAAA	Chest Non Payroll	FJAN	PDQ Rental Charges	0000	Purchase Invoices: Payables		Payables A 2742332 19
19-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	GAAA	External Trading	EXZZ	Other/General Miscellaneous	0000	Auto Reversal	Spreadsheet	Reverses "ZZ/MD/07/11/16/ZZ
07-NOV-2016	OCT-16	U	ZZ	ZZAA	Ecology	GAAA	External Trading	EXZZ	Other/General Miscellaneous	0000	Auto Reversal	Spreadsheet	ZZ/RAD/07/11/16/ZZ
31-OCT-2016	OCT-16	U	ZZ	ZZAA	Ecology	GAAA	External Trading	FKAA	Internal Trading - Default Ex	0000	Purchase Invoices: Payables		Payables A 2744387 19

	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	
Name	Description	Ref1	Ref4	Ref5	Ref6	Ref8	Ref10	Number	Amount	Owner	Name	Category 1	Category 2	Category 3	Category 4
A	BARCLAYCARD OCT 2016 -	BARCLAYCARD		BARCLAYCARD/10/16/10/16	181				0.00	RAD53	R Darlow	LEARNING AND TEACHING			
A	BARCLAYCARD OCT 2016 -	BARCLAYCARD		BARCLAYCARD/10/16/10/16	14				112.95	RAD53	R Darlow	LEARNING AND TEACHING			
A	20/10/16/ CREDIT CARD RE-								-3134.77	RAD53	R Darlow	LEARNING AND TEACHING			
A	20/10/16/ CREDIT CARD RE CHARGE								-2287.87	RAD53	R Darlow	LEARNING AND TEACHING			
A	MERCHANT	BARCLAYS MERCHANT		1002513/10/16	3				0.00	RAD53	R Darlow	LEARNING AND TEACHING			
A	MERCHANT	BARCLAYS MERCHANT		3301306/10/16	3				0.00	RAD53	R Darlow	LEARNING AND TEACHING			
A	MERCHANT	BARCLAYS MERCHANT		3301306-FOREIGN/10/16	3				0.00	RAD53	R Darlow	LEARNING AND TEACHING			
A	MERCHANT	BARCLAYS MERCHANT		7134760-FOREIGN/10/16	3				0.00	RAD53	R Darlow	LEARNING AND TEACHING			
A	MERCHANT	BARCLAYS MERCHANT		7134760-FOREIGN/10/16	1				3.47	RAD53	R Darlow	LEARNING AND TEACHING			
A	MERCHANT	BARCLAYS MERCHANT		7430259/10/16	3				5.20	RAD53	R Darlow	LEARNING AND TEACHING			
A	MERCHANT	BARCLAYS MERCHANT		7430259/10/16	1				62.97	RAD53	R Darlow	LEARNING AND TEACHING			
A	MERCHANT	BARCLAYS MERCHANT		3301306-FOREIGN/10/16	1				86.57	RAD53	R Darlow	LEARNING AND TEACHING			
A	MERCHANT	BARCLAYS MERCHANT		3301306/10/16	1				636.33	RAD53	R Darlow	LEARNING AND TEACHING			
A	MERCHANT	BARCLAYS MERCHANT		1002513/10/16	1				2325.43	RAD53	R Darlow	LEARNING AND TEACHING			
A	Accrue expenditure at								-838922.00	RAD53	R Darlow	LEARNING AND TEACHING			
A	7/11/16/ Accrue expenditure at								493453.00	RAD53	R Darlow	LEARNING AND TEACHING			
A	Journal Import Created	HUMAN RESOURCES		933753	1				-15339.34	RAD53	R Darlow	LEARNING AND TEACHING			