



Aging – 7 Buckets –by Account Report (UFS)

This **UFS, Accounts Receivable** report shows transactions with an outstanding balance (i.e. invoices, credit memos and unapplied receipts). It lists all past due invoices and group the outstanding amount by bucket (time period). It also provides an overall figure of your department's external debtors and you have the facility to include internal invoices too.

Responsibility **AR User, AR Supervisor, AR Manager or AR Enquiry**

Navigate **Requests > Run**

Report parameters

The screenshot shows a 'Parameters' dialog box with the following fields and values:

Reporting Level	Operating Unit	
Reporting Context	Cambridge University	
Set of Books Currency	GBP	CAPSA Set of Books
Report Summary	Invoice Summary	
Report Format	Brief	
As Of Date	24-NOV-2014	
Aging Bucket Name	Collections	
Show On Account	Age	
Customer Name Low		
Customer Name High		
Customer Number Low		
Customer Number High		
Balance Due Low		
Balance Due High		
Invoice Type Low		
Invoice Type High		
Currency		
Company Segment Low		
Company Segment High		
Show Receipts At Risk	Do Not Show	
Internal Transactions	N Do Not Include Internal Transactions	

Buttons: OK, Cancel, Clear, Help

Example report output

Reporting Level :	Operating Unit										
Reporting Context :	Cambridge University										
Layout Name :	Accounting Flexfield										
Summary Type :	Invoice Summary										
Report Format :	Brief										
Balance Due :				To							
Type :				To							
Customer Name :				To							
Customer Number :				To							
Bucket Name :	Collections										
As of Date :	24-NOV-14			To							
Open Credits :	Age										
Currency :											
Receipts At Risk :	Do Not Show										
Internal Transactions :	N										
CAPSA Set of Books :											
Aging - 7 Buckets - By Account Report - (UFS)											
As of 24-NOV-14											
										Report Date:	24-NOV-2014 14:55
										Page:	1
Reporting Level :	Operating Unit										
Reporting Entity:	Cambridge University										
Order By:	Accounting Flexfield										
Company Segment:	U										
Accounting Flexfield:	U.00.0000.0000.USAA.0000										
Invoice Number	Type	Due Date	Outstanding Amount	Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	91-180 Days Past Due	181-360 Days Past Due	361+ Days Past Due	
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IMPERIAL COLLEGE LONDON		12913									
840900	PD Invoice	23-OCT-14	1,200.00			1,200.00					
Total:			1,200.00	0.00	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%
INRA - EPHYSE		103488									
843819	PD Invoice	15-NOV-14	7,560.00	7,560.00							
Total:			7,560.00	0.00	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Rank Prize Funds.		27426									
846276	PD Invoice	30-NOV-14	1,800.00	1,800.00							
Total:			1,800.00	1,800.00	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Total For Accounting Flexfield			11,272.00	1,800.00	15.97%	67.07%	16.96%	0.00%	0.00%	0.00%	0.00%
Company Total:			11,272.00								
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As of 24-NOV-14											
										Report Date:	24-NOV-2014 14:55
										Page:	2
Reporting Level :	Operating Unit										
Reporting Entity:	Cambridge University										
Order By:	Accounting Flexfield										
Grand Total:			11,272.00	1,800.00	15.97%	67.07%	16.96%	0.00%	0.00%	0.00%	0.00%

Actions required

- Liaise with the customer to request payment of invoice