GL Balances with Budget

Available in **Cognos**, this **General Ledger** report allows users to see account code balances and allocation budgets for a single department and GL period across multiple (and not necessarily adjacent) account code ranges.
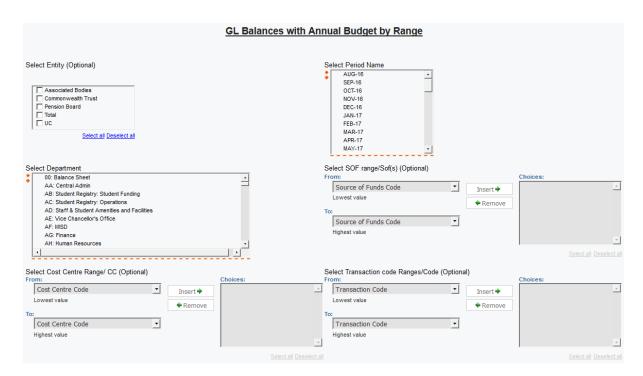
This report defaults to Excel, but can provide output in all standard formats (including PDF and html).

Running the Report

The report can be accessed from the following folder:

Public Folders > LIVE > [School] > School All Departments (CUFS)

Parameters

Insert each source of funds/cost centre combination required:

- a single SoF/CC   enter the same code in the *From* and *To* fields,
- a range SoF/CC   complete the *From* and *To* fields
- greater than a SOF/CC   just complete *From* field
- up to a SOF/CC   just complete *To* field

Then select the ones required.

Example output

In Excel a workbook containing 2 worksheets will open entitled:

- GL Balances with A[llocation] Budget
- Parameters

GL Balances with A. Budget

GL Balances with Annual Budget By R									
Entity Code	Department (Code & Name)	GL Period Name	Source of Funds Code	Source of Funds	Cost Centre Code	Cost Centre	Transaction Code		
U	AG: Finance	JAN-17	AAAA	Chest Non Payroll	AGTB	AAT Level 3	ERNZ	Subscription	
U	AG: Finance	JAN-17	AAAA	Chest Non Payroll	AGTD	Finance Division Development	ETTZ	Package Tr	
U	AG: Finance	JAN-17	AAAA	Chest Non Payroll	AGBI	Financial Systems Group	EQFJ	Maint. Char	

: By Range JAN-17					
Transaction	Annual Budget	Budget	Ending Balance	Plan Annual Budget	Plan Budget
Subscriptions Learned Society, Professional Etc.	0.00	0.00	430.00	0.00	0.00
Package Travel, Field Trips	0.00	0.00	17.70	0.00	0.00
Maint. Charges Voip	0.00	0.00	30.00	0.00	0.00

Parameters

Department: AG: Finance
SoF: Less than or equal to AWBA
Transaction Code: Between EAAA and EZZZ
Cost Centre: Greater than or equal to AGBI

▶ ▶| GL Balances with A. Budget | Parameters