



Trial Balance Detail Full Field (UFS)

This **UFS, General Ledger** report is useful for monitoring the status of departments' trading accounts. It shows the actual expenditure balances on a selected range of code combinations and lists the balances in transaction code order. The inclusion of "Full Field" in the report title indicates the report shows the full transaction code description. The text is wrapped where necessary to avoid being truncated.

This report has recently been enhanced so you can review Actuals, Budgeted or Encumbrance figures, along with a grand total and a description to the left of subtotals to display the segment code being subtotalled. By changing the currency to STAT it also allows reporting on the physical number of units held in CUEF

Responsibility CAPSA GL Dept Supervisor/User/Enquiry
Navigate Requests > Run

Report parameters

Parameters dialog box showing the following settings:

- Balance Type: A
- Budget or Encumbrance Type: N/A
- Period: FEB-16
- Department: ZZ
- Pagebreak Segment: Source of Funds
- Pagebreak Segment Low: GAAA
- Pagebreak Segment High: GAAA
- Currency: GBP
- Amount Type: YTD (Year-to-Date)

Buttons: OK, Cancel, Clear, Help

Example report output

CAPSA Set of Books Trial Balance Detail - Full Field (UFS) Report Date: 08-APR-2016 11:04
 Year to date as of FEB-16 Page: 1 of 4

Currency: GBP
 Department: ZZ Ecology
 Source of Funds Range: GAAA to GAAA

Source of Funds: GAAA External Trading

Transaction	Description	Flexfield	Beginning Balance	Period Activity	Ending Balance
EAAZ	Audio Equipment	ZZGM.GAAA.EAAZ	0.00	251.99	251.99
EAEA	Cameras (film)	ZZHF.GAAA.EAEA	0.00	142.93	142.93
EAEZ	Photographic Equipment & Services	ZZSA.GAAA.EAEZ	0.00	(197.00)	(197.00)
EAKC	Photographic Dark Room Chemicals	ZZSA.GAAA.EAKC	0.00	71.44	71.44
ECBB	Confectionary	ZZEE.GAAA.ECBB	0.00	1,697.58	1,697.58
ECBJ	Bakery: Sandwiches	ZZEE.GAAA.ECBJ	0.00	2.00	2.00
ECCA	Milk	ZZEE.GAAA.ECCA	0.00	322.51	322.51
ECKA	Tableware, Crockery, Cutlery, Table	ZZEE.GAAA.ECKA	0.00	15.99	15.99