

Finance Inquiry

MISD Information Services for MACOMB ISD DEMO - DEMOISD1

Macomb Intermediate School District
budget/finance

Finance Inquiry

Select ASN *Or* Position To October 2000 Working {01} 2nd Original {0} Prior YTD As Of Selected Month

ASN List Favorites Sort/Filter

ASN	Description	Budget - Working {01}	MTD Activity {10}	YTD Activity	Encumbrance	Total Committed	Remain/End Balance	2nd Budget - Original {0}
1114520	HARDWOOD ELEMENTARY CAP OUT - ...	4,000.00	0.00	3,500.00	0.00	3,500.00	500.00	0.00
1114525	BUSH ELEMENTARY CAP OUT - REPL...	9,000.00	941.30	7,716.00	0.00	7,716.00	1,284.00	0.00
1114530	HILLS ELEMENTARY CAP OUT - REPL ...	2,400.00	0.00	2,000.00	0.00	2,000.00	400.00	0.00
1114540	BUSH ELEMENTARY CAP OUT - REPL...	2,000.00	0.00	1,340.00	0.00	1,340.00	660.00	0.00
1115110	Smith Middle School SUP - TEXTBOOKS	20,163.00	3,239.62	11,135.51	18,224.03	29,359.54	-9,196.54	18,440.00
1115111	Bush Elem	500.00	0.00	0.00	573.00	573.00	-73.00	0.00
1115120	HARDWOOD ELEMENTARY	15,899.00	441.58	8,332.46	1,417.14	9,749.60	6,149.40	14,826.00
1115121	HARDWOOD ELEMENTARY	500.00	0.00	0.00	0.00	0.00	500.00	0.00
1115125	BUSH ELEMENTARY	19,703.00	464.43	9,126.10	23,329.41	32,455.51	-12,752.51	19,620.00
1115126	BUSH ELEMENTARY	500.00	327.04	327.04	445.13	772.17	-272.17	0.00

Page Down Page Up Export Transaction Report Calc Totals Remove Sort/Filter Save Sort/Filter

1115110 2000 Smith Middle School SUP - TEXTBOOKS

ASN Detail Transaction Rpt Journals Checks POs A/R Enc Budget History Narrative Monthly Summary WH Reqs

ASN 1115110 Refresh Remove Fiscal Year 2000 Add 5 Prior Years 5

Expense Account - Active ***Account Over Budget*** Remove All

Description Smith Middle School SUP - TEXTBOOKS

Fund 11 GENERAL FUND

		Working {01}	1999	1998	1997	1996	1995
Function/Class	111 Elementary Instr.	20,163.00	18,000.00	15,774.00	14,106.00	17,742.00	15,372.00
Object/Suffix	5210	Beginning Balance	0.00	0.00	0.00	0.00	0.00
Program	0010 MOORE	July-October	11,135.51	5,007.90	15,000.00	0.00	0.00
Location	0021 Smith Middle School	Encumbrance	18,224.03	0.00	0.00	0.00	0.00
Responsibility	1001 Steven Robertson						
Other		Total Committed	29,359.54	5,007.90	15,000.00	0.00	0.00
State Code							
Misc Code		Remaining Balance	-9,196.54	12,992.10	774.00	14,106.00	17,742.00
Authorization File Encumbrance	8,820.06						
		Remaining Percent	-45.61%	72.18%	4.91%	100.00%	100.00%

ASN Detail

Finance Inquiry – ASN List

Select ASN 'Or' Position To
October
2000
Working {01}
2nd
Original {0}
 Prior YTD As Of Selected Month

ASN List | Favorites | Sort/Filter

ASN	Description	Budget - Working {01}	MTD Activity {10}	YTD Activity	Encumbrance	Total Committed	Remain/End Balance	2nd Budget - Original {0}
1114520	HARDWOOD ELEMENTARY CAP OUT - ...	4,000.00	0.00	3,500.00	0.00	3,500.00	500.00	0.00
1114525	BUSH ELEMENTARY CAP OUT - REPL...	9,000.00	941.30	7,716.00	0.00	7,716.00	1,284.00	0.00
1114530	HILLS ELEMENTARY CAP OUT - REPL...	2,400.00	0.00	2,000.00	0.00	2,000.00	400.00	0.00
1114540	BUSH ELEMENTARY CAP OUT - REPL...	2,000.00	0.00	1,340.00	0.00	1,340.00	660.00	0.00
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1115121	HARDWOOD ELEMENTARY	500.00	0.00	0.00	0.00	0.00	500.00	0.00
1115125	BUSH ELEMENTARY	19,703.00	464.43	9,126.10	23,329.41	32,455.51	-12,752.51	19,620.00
1115126	BUSH ELEMENTARY	500.00	327.04	327.04	445.13	772.17	-272.17	0.00

Positions the list at the ASN entered.

MTD Activity; defaults to "13th."

Fiscal year; defaults to current.

Budget selections.

Prior YTD only through selected month.

Red indicates the ASN is over budget.

Exports the ASN List as a .csv file.

Produce a PDF Transaction Report or export as a .csv file.

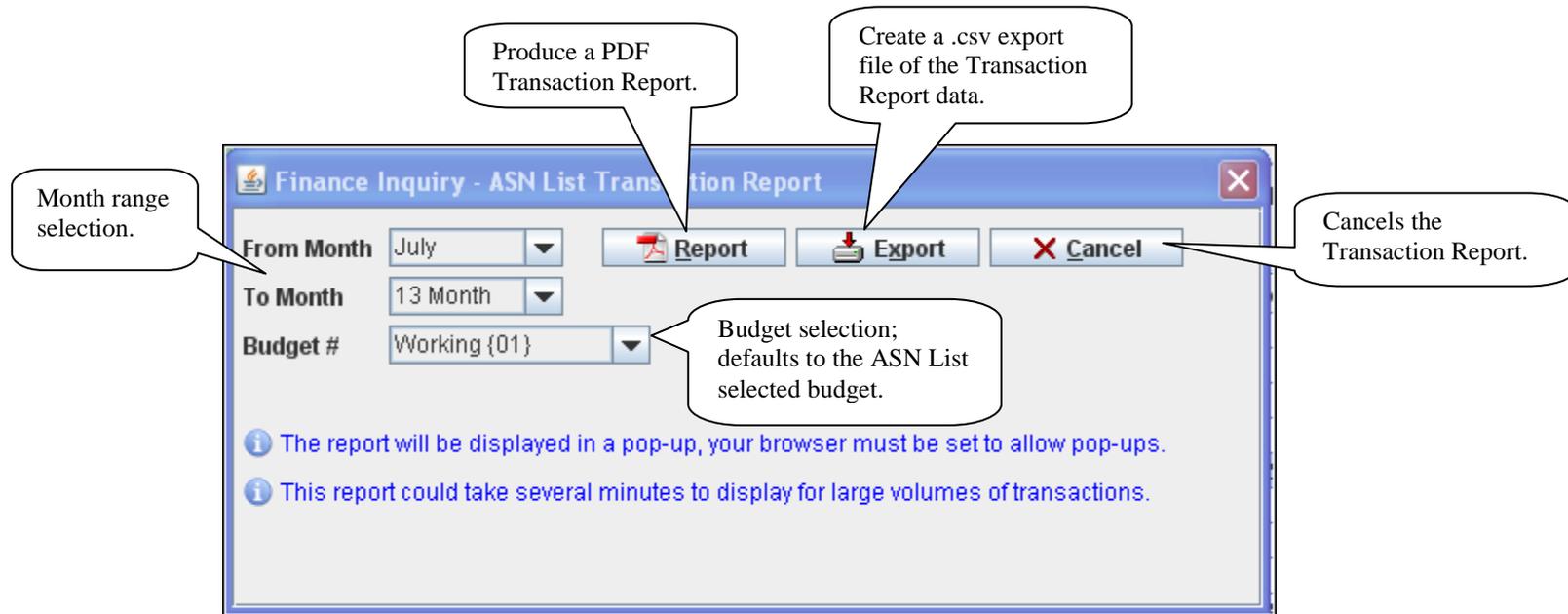
Calculate totals for ASN List.

Remove Sort/Filter and return to ASN List defaults.

Save a changed Sort/Filter.

- The ASN List defaults to the ASNs that the user is authorized to and is limited to 50 per page.
- Click the selected line to load the ASN to the ASN Detail or current tab.
- The level description can be viewed by hovering over the selected level.
- The Export and Transaction Report includes *all* ASNs that the user is authorized to, *not* just the current page.
- Use Page Down/Page Up to view additional/previous ASNs.
- The ASN List, Export and Transaction Report can be limited by using the Sort/Filter option.
- Calculated totals, if selected, are loaded to the first row in the ASN List table.

Finance Inquiry – ASN List Transaction Report



- The report option produces a PDF that is displayed in a pop-up window.
- The export option gives the ability to open or save the .csv file.
- The Transaction Report option is also available for the selected ASN.

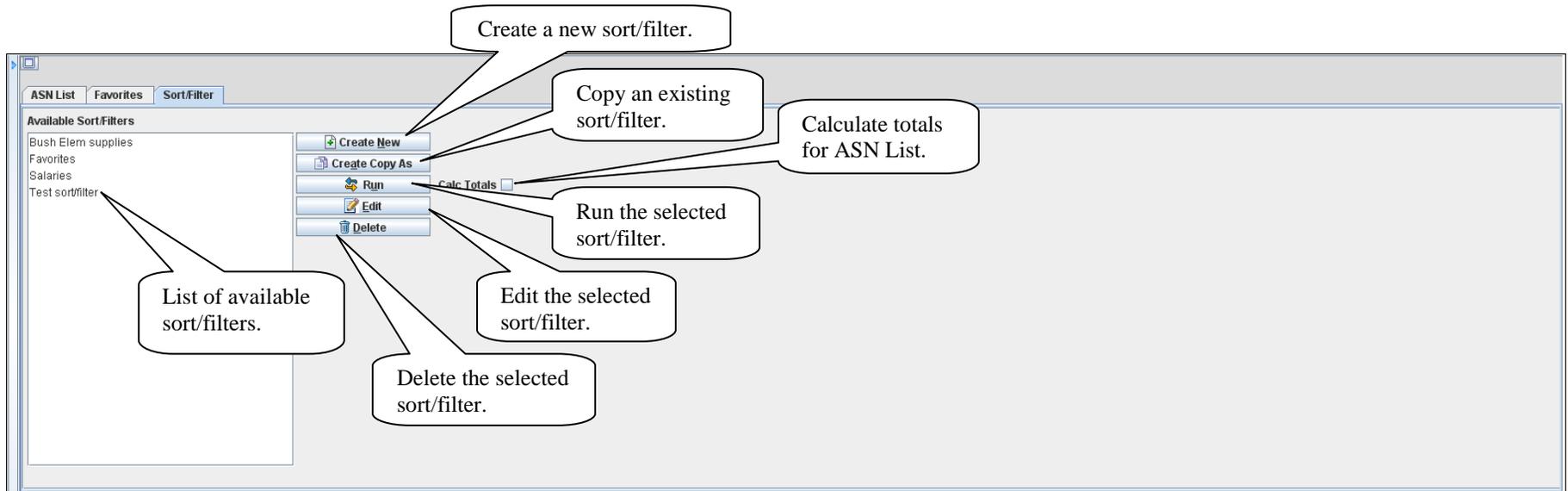
Finance Inquiry – Favorites

The screenshot displays a software interface with three tabs: "ASN List", "Favorites", and "Sort/Filter". The "Favorites" tab is currently selected. Below the tabs, there are two sections:

- ASN Favorites:** A dropdown menu with the text "Select an ASN to load". A callout box points to this menu with the text: "Select a favorite ASN to load to the current ASN tab."
- Sort/Filter Favorites:** A dropdown menu with the text "Select a Sort/Filter to run". A callout box points to this menu with the text: "Select a Sort/Filter to load to the ASN List."

- Favorite ASNs are maintained on the ASN Detail tab.
- Sort/Filters are maintained, and can also be run, on the Sort/Filter tab.

Finance Inquiry – Sort/Filter



- Sort/filters are used to sort and select the ASNs that are loaded to the ASN List.
- The user *must* be authorized to the ASN for it to be loaded.

Finance Inquiry – Sort/Filter Edit

The screenshot shows the 'Sort/Filter' tab of a software interface. At the top, there are buttons for 'Run', 'Save', 'Clear', and 'Cancel'. Below these are fields for 'Description' (containing 'Bush Elem supplies') and 'Account Types' (with radio buttons for All, Revenue, Expense, Asset, and Liability). The main area is divided into two sections: 'Selection Criteria' and 'Sort Criteria'.

Selection Criteria: This section contains a table with columns for 'Select', 'Relation', and 'Value(s)'. It features several rows for defining conditions, each with a 'Values' button. The first row shows 'Location' selected, with a relation of '= equal to' and a value of '4000'. A callout points to the 'Values' button, stating 'Lookup ASN level values.' Another callout points to the '4000' value, stating 'Selected value(s)'. A callout points to the 'Relation' dropdown, stating 'Level relationship selection.' A callout points to the 'Select' dropdown, stating 'ASN level selections.' Below the table, there are radio buttons for 'All conditions listed above are true' (selected) and 'Any of the conditions listed above are true', with callouts for '“And” condition selection.' and '“Or” condition selection.' respectively.

Sort Criteria: This section is titled 'Sort selections.' and contains a list of 'Sort by' and 'Then by' options. Each option is a dropdown menu set to 'None', followed by radio buttons for 'Ascending' and 'Descending'.

- Multiple Value selections are separated by a comma (,).
- ASN level value lookup replaces the Sort Criteria screen.
- Up to six level selections and sorts are allowed.

Selected ASN, fiscal year
and ASN description.

Finance Inquiry – ASN Tab



- ASN Detail: Displays summary ASN information.
- Transaction Report: Provides the ability to produce a PDF Transaction Report or export the report as a .csv file.
- Journals: Displays the posted journal entries with drilldown and export capabilities.
- Checks: Displays the updated A/P checks with drilldown and export capabilities.
- Purchase Orders: Ability to display all purchase orders including the Authorization file with export capability.
- Accounts Receivable Encumbrance: Displays the current A/R encumbrance with export capability.
- Budget History: Displays all budget and beginning balance changes with export capability.
- Narrative: Displays the ASN narrative.
- Monthly Summary: Summarizes the debits and credits and displays the ending balance for each fiscal month.
- Warehouse Requisitions: Ability to display all requisitions including the Authorization file with export capability.

Finance Inquiry – ASN Detail

The screenshot shows the 'ASN Detail' window for ASN 1115110. The interface includes a top menu bar with options like 'ASN Detail', 'Transact', 'Rpt', 'Journal', 'Checks', 'POS', 'A/R Enc', 'Budget History', 'Narrative', 'Monthly Summary', and 'WH Reqs'. Below the menu, there are fields for 'ASN' (1115110), 'Fiscal Year' (2000), and 'Add 5 Prior Years' (5). A 'Refresh' button and a 'Remove' button are also present. The main area displays a table with columns for years 1999 through 1995. A 'Remove All' button is located above the table. Callout boxes provide the following information:

- ASN lookup.** Points to the ASN input field.
- Refresh (or load) the ASN entered.** Points to the Refresh button.
- Click to Remove (or Add) this ASN from (to) your favorites.** Points to the Remove button.
- Fiscal year; defaults to the current year.** Points to the Fiscal Year dropdown.
- Adds the summary information for the selected number of years.** Points to the 'Add 5 Prior Years' dropdown.
- Budget selection.** Points to the 'Working (01)' dropdown.
- Select the period for YTD Activity.** Points to the 'July-October' dropdown.
- Removes all prior years.** Points to the 'Remove All' button.

	1999	1998	1997	1996	1995
Working (01)	20,163.00	18,000.00	15,774.00	14,106.00	15,372.00
Beginning Balance	0.00	0.00	0.00	0.00	0.00
July-October	11,135.51	5,007.90	15,000.00		
Encumbrance	18,224.03	0.00	0.00		
Total Committed	29,359.54	5,007.90	15,000.00	0.00	0.00
Remaining Balance	-9,196.54	12,992.10	774.00	14,106.00	15,372.00
Remaining Percent	-45.61%	72.18%	4.91%	100.00%	100.00%

- To lookup an ASN, enter the starting ASN value or precede the value with an “*” to use the Contains lookup selection.
- The prior year summary information is limited to nine years. The summary information is recalculated based on the YTD Activity selection.

Finance Inquiry – Transaction Report

The screenshot shows a web application interface for generating a Transaction Report. The page title is "1114520 2000 DWOOD ELEMENTARY AP OUT - REPL F &". The navigation tabs include "ASN Detail", "Transaction Rpt", "Journals", "Checks", "POs", "Enc", "Budget History", "Narrative", "Monthly Summary", and "WH Reqs". The "Transaction Rpt" tab is active. Below the tabs, there are three input fields: "From Month" (set to "July"), "To Month" (set to "13 Month"), and "Budget #" (set to "Amended {02}"). To the right of these fields are two buttons: "Report" (with a printer icon) and "Export" (with a download icon). Three callout boxes provide instructions: one for the "From Month" field, one for the "Report" button, and one for the "Export" button. A blue information icon and text at the bottom left state: "The report will be displayed in a pop-up, your browser must be set to allow pop-ups."

Month range selection.

Produce a PDF Transaction Report.

Create a .csv export file of the Transaction Report data.

Budget selection; defaults to the ASN Detail selected budget.

The report will be displayed in a pop-up, your browser must be set to allow pop-ups.

- The report option produces a PDF that is displayed in a pop-up window.
- The export option gives the ability to open or save the .csv file.