



**HARRIS**  
School Solutions

# QSSUG Finance/Personnel Committee

*Financial Reports*  
*April 8, 2020*

# Overview

# Webinar Agenda

Understanding when and how to use the following reports:

- Budget Report Writer (BDX110)
- Budget Transfer Report (BT0200)
- Comparative Budget Report (BDR110)
- Financial Activity Report (FAR110)
- Cash Transfer Report (TF0100)
- General Ledger Report (GLD110/115/125)
- Financial Summary Report (FAR300)
- Financial Statement Report (GLD400)
- Summary Report by Resource (GLD320)

# Job Menu

# Job Menu – Tree View

Job Menu 39-QSS DEMONSTRATION DISTRICT QSS/O... - □ ×

File View Options Help+Video Description (F1) Example (Ctrl+F1)

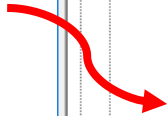
Search found 427 lines.

View:  Tree  Grid Show:  Show All  Show Only Favorites

Search: \_\_\_\_\_

- Favorites
- Absence Tracking
- Finance
  - Accounts Payable Reports
  - Accounts Payable Processes
  - Accounts Receivable Reports (No Invoicing)
  - Budget Reports / Processes
    - Budget Development Processes
    - Budget Development Reports
      - Benefit Mapping Values (BDR011) - bdr011.jobbde
      - Budget Actions Report (BDR200)
      - Budget/Actuals Model Report (BDR210)
      - Comparative Budget Report (BDR110)
      - Projection Summary Report (BUD300)
      - Pseudo Code Report (BDR240) - bdr240.jobbde
    - Budget Processes
    - Budget Reports
      - Account Report Writer (ACX110)
      - Budget Report Writer (BDX110)
      - Budget Transfers (BT) Report (BT0100)
      - Budget Transfers Report (BT0200)
      - Budget Revision Report (FAR350)
      - Budget Summary Report (FAR357)
      - Chart of Accounts Listing (FD0100)
      - Chart of Accounts Listing - All fields (Coming soon!)
      - Comparative Budget Report (BDR110)
      - Financial Activity Report (FAR110)
      - Request Budget Control Status Report (B00100)
      - Summary/Lockout Maint Settings (ACS100) - acs100.jobgld
- General Ledger Reports / Processes
  - General Ledger Processes
  - General Ledger Reports
    - Account Report Writer (ACX110)
    - Beginning Balances Report (BB0100)
    - Cash Deposit (DC) Report (DC0100)
    - Cash Flow Report (GLD310)
    - Cash in County Treasury Report (GLD300)
    - Cash Transfers (TF) Report (TF0100)

Double Click to select an entry



# Job Menu – Grid View

Job Menu 39-QSS DEMONSTRATION DISTRICT QSS/O... - □ ×

File View Options Help+Video Description (F1) Example (Ctrl+F1)

Search found 427 lines.

View:  Tree  Grid Show:  Show All  Show Only Favorites

Search:

Job Title	JCL Name
Employee Deferred Pay History/Select DI (DED580)	DED580SD.DED580
Employee Payroll/Benefit Fact Sheet (PAY690)	HRS118.PAY690
Employee Vacation/Sick Leave Log Entries (ABT045)	HRS119.ABT045
Employee Voluntary Deduction History Report (PYS630)	HRS113.PYS630
Employee Voluntary Deduction Listing (PYS611)	HRS112.PYS611
Estimated Payables Transactions (PCL100)	PCL100.JOBGLD
Excess TSA Contributions (PYS850)	HRS102.PYS850
Extract / Print / Update Purchase Orders (logon site)	POPRTILS.JOBPOX
Extract / Print / Update Purchase Orders (site selection)	POPRTISS.JOBPOX
Extract PO Detail and Create CSV File	POXEXT.POXEXT
Extract/Print/Update PO Change Orders (Detail Format)	POX700.JOBPOX
Extract/Print/Update PO Change Orders (PO Format)	POX800.JOBPOX
Financial Activity Report (FAR110)	FARSUB.JOBGLD
Financial Encumbrance Report/Correction (FY1300)	FY1300.JOBSTR
Financial Statement (GLD400/500)	GLDSB45.JOBGLD
Financial Summary Report (FAR300)	FARSB3.JOBGLD

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# Job Menu – Grid View

Job Menu 39-QSS DEMONSTRATION DISTRICT QSS/O... - □ ×

File View Options Help+Video Description (F1) Example (Ctrl+F1)

Search found 427 lines.

View:  Tree  Grid Show:  Show All  Show Only Favorites

Search:

Job Title	JCL Name
Employee Deferred Pay History/Select DI (DED580)	DED580SD.DED580
Employee Payroll/Benefit Fact Sheet (PAY690)	HRS118.PAY690
Employee Vacation/Sick Leave Log Entries (ABT045)	HRS119.ABT045
Employee Voluntary Deduction History Report (PYS630)	HRS113.PYS630
Employee Voluntary Deduction Listing (PYS611)	HRS112.PYS611
Estimated Payables Transactions (PCL100)	PCL100.JOBGLD
Excess TSA Contributions (PYS850)	HRS102.PYS850
Extract / Print / Update Purchase Orders (logon site)	POPRTILS.JOBPOX
Extract / Print / Update Purchase Orders (site selection)	POPRTISS.JOBPOX
Extract PO Detail and Create CSV File	POXEXT.POXEXT
Extract/Print/Update PO Change Orders (Detail Format)	POX700.JOBPOX
Extract/Print/Update PO Change Orders (PO Format)	POX800.JOBPOX
Financial Activity	FARSUB.JOBGLD
Financial Encumb	FY1300.JOBSTR
Financial Statem	GLDSB45.JOBGLD
Financial Summa	FARSB3.JOBGLD

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Help in Requesting the Report

Double Click or Right Click

- Load Job Screen
- Show Item on Tree View
- Add
- Report Description F1

# Job Menu – Report Description

The screenshot shows a window titled "QCC Document Reader" with a menu bar (File, Option, Close Current, Close All, Help Main, Jump to Key...) and a toolbar with various icons. The main content area displays the following text:

## Financial Activity Report Writer (FARSUB) Window

The instructions for launching this report focus on the following areas:

- ◆ Purpose of Report
- ◆ Launching the Report
- ◆ Main Selection Tab
- ◆ Sorts/Rollups Tab
- ◆ Sample Financial Activity Report (FAR110)

### Purpose of Report

The *Financial Activity Report Writer (FARSUB)* window allows you to create the Financial Activity Report (FAR110). This report provides a detailed listing of financial activity by object for subsidiary revenue and expense objects. By default, it lists every transaction that effects the budgets for revenue and expense accounts for the date range and accounts that you select. However, you can select the transaction types and transaction number ranges in the report.

The report is organized like an income statement. It begins with the revenue objects, listing the detailed transactions for each object. Then it lists all transactions associated with each of the expense objects. The report concludes with a summary page that presents totals for revenues and expenses.

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**NOTE:** This report can be very long. It lists *all* financial activity for the date range you select. At a large site, a report for the full year can be thousands of pages long.

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The report includes the following information for each object:



# Budget Report Writer (BDX110)

# Budget Report Writer (BDX110)

## *Budget Activity Report Writer (BDX110)*

The Budget Activity Report Writer (BDX110) is a basic tool for monitoring the status of an organization's budget. Through the many options offered on its launch screens this report can be tailored to suit a wide variety of purposes.

This report can be found on **Finance Reports/Processes** under **Budget Reports**. The line item for the Budget Activity Report Writer reads "Budget Report Writer (BDX110)".

### *Report Structure Summary*

The Budget Activity Report Writer summarizes financial activity for the subsidiary revenue (8000's) and expenditure (1000 - 7000's) accounts. It includes the following information for each account selected for reporting:

- Object or account string
- Budget (working, revised, or approved)
- Expenditures or receipts for the budget period on the report
- Year-to-Date expenditures or receipts
- Percentage of budget expended or received year-to-date
- Encumbrances outstanding
- Unencumbered balance of budget
- Percentage of budget that remains unencumbered

The following pages contain an explanation of how to complete the launch screens for the Budget Activity Report Writer (BDX110) followed by examples of various reports. These sample reports will be used to illustrate the flexibility of this particular report and how it can be customized to provide many different views of a site's budget.

# Budget Report Writer (BDX110)

Budget Report Writer (BDXSUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection |  Reference Types |  Sorts/Rollups |  Accounts\* |  District(s)

### Budget Report Writer

District:  THE TRAIN USD

FY start:  From date:  To date:

Report title:

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Budget source:

Include budget transfers:

Include budget detail:

Print budget warnings ONLY?:

Include Approved/Unapproved GL trans:

Exclude pre-encumbrances:

Print account description:

Print revenue sub totals:

Use Reference Values:

Detail line format:

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# Budget Report Writer (BDX110)

Budget Report Writer (BDXSUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection  Reference Types  Sorts/Rollups  Accounts\*  District(s)

	Reference Type	Low Value	High Value
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

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# Budget Report Writer (BDX110)

The screenshot displays the 'Budget Report Writer (BDX110)' application window. The main window title is 'Budget Report Writer (BDXSUB)' and the current report is '39-QSS DEMONSTRATION DISTRICT'. The 'QSS/OASIS' window is also visible. The 'Edit Report Sorts and Rollups' dialog box is open, showing a table with columns for 'Sort Sequence', 'Rollup Level', and 'Page Break'. The 'Sort Sequence' column contains dropdown menus with values: F3 - Fund, RS - Resource, YY - ProjYear, GO - Goal, and several empty dropdowns. The 'Rollup Level' column contains checkboxes, and the 'Page Break' column contains checkboxes. The 'RS - Resource' row has a checked checkbox in the 'Page Break' column. The background window shows a menu bar with 'File' and 'Options', a toolbar with various icons, and a main area with tabs for 'Main Selection', 'Reference Types', and 'Sorts/Rollups'. The 'Sorts/Rollups' tab is active, showing 'Restricted/Unrestricted: C - Combine Re' and 'Restricted Field: RS - Resource'. The status bar at the bottom shows 'Usersec: Y11', 'Yr:2008 Dist:39 Site:0', '5/2/2017 1:44 PM'.

Sort Sequence	Rollup Level	Page Break
F3 - Fund	<input type="checkbox"/>	<input type="checkbox"/>
RS - Resource	<input type="checkbox"/>	<input checked="" type="checkbox"/>
YY - ProjYear	<input type="checkbox"/>	<input type="checkbox"/>
GO - Goal	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

# Budget Report Writer (BDX110)

Budget Report Writer (BDXSUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Reference Types | **Sorts/Rollups\*** | Accounts\* | District(s)

Restricted/Unrestricted: C - Combine Restricted/Unrestricted

Restricted Field: RS - Resource

	Sort	Rollup	Page
▶ 1	F3 - Fund		
2	RS - Resource		✓
3	YY - ProjYear		
4	GO - Goal		
5			
6			
7			
8			
9			
10			

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# Budget Report Writer (BDX110)

Budget Report Writer (BDXSUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Reference Types | Sorts/Rollups\* | **Accounts\*** | District(s)

Fnd Resc Y	Objt SO	Goal Func	CstCtr	Ste Mngr	Field	Range	
						Low	High
010-0000-0-4	????-??-????-????-????-????-????-????-????-????						
???	????-?-????-??-????-????-????-????-????-????-????						
???	????-?-????-??-????-????-????-????-????-????-????						
???	????-?-????-??-????-????-????-????-????-????-????						
???	????-?-????-??-????-????-????-????-????-????-????						
???	????-?-????-??-????-????-????-????-????-????-????						
???	????-?-????-??-????-????-????-????-????-????-????						
???	????-?-????-??-????-????-????-????-????-????-????						
???	????-?-????-??-????-????-????-????-????-????-????						
???	????-?-????-??-????-????-????-????-????-????-????						

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# Budget Report Writer (BDX110)

07 QSS DEMONSTRATION DISTRICT SAMPLE FORMAT 1		BUDGET REPORT FROM 11/01/2005 TO 11/02/2005			J1701	BDX110	H.00.05	09/23/98	PAGE	1
Fund	:01	GENERAL FUND		EXPENDED/RECEIVED			UNENCUMBERED			
OBJECT CLASSIFICATION	WORKING BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%			
8000	BEGINNING FUND BALANCE	879,004.00	0.00	0.00	.0	0.00	879,004.00	100.0		
8011	REV LIMIT STATE AID-CURR YEAR	631,681.00	0.00	265,198.00	41.9	0.00	366,483.00	58.0		
8019	REV LIMIT STATE AID-PROR YEAR	2,561.00	0.00	0.00	.0	0.00	2,561.00	100.0		
8021	HOME OWNERS EXEMPTION	51,176.00	0.00	40.00	.0	0.00	51,136.00	99.9		
8029	OTHER SUBVENTIONS/IN-LIEU TAX	6,665.00	0.00	0.00	.0	0.00	6,665.00	100.0		
8041	SECURED TAX ROLLS	2,103,635.00	0.00	2,732.13-	.0	0.00	2,106,367.13	100.0		
8042	UNSECURED ROLL TAXES	116,939.00	0.00	11,554.51	9.8	0.00	105,384.49	90.1		
8043	PRIOR YEARS TAXES	7,648.00	0.00	371.15	4.8	0.00	7,276.85	95.1		
8044	SUPPLEMENTAL TAXES	40,422.00	0.00	677.49-	.0	0.00	41,099.49	100.0		
8045	EDUC REV AUGMENTATION FUND	6,554,329.00	0.00	0.00	.0	0.00	6,554,329.00	100.0		
8082	OTHER IN-LIEU TAXES	590.00	0.00	0.00	.0	0.00	590.00	100.0		
8089	LESS: NON-RL (50%) ADJUSTMENT	295.00-	0.00	0.00	100.0***	0.00	295.00-	.0		
8091	REVENUE LIMIT TRANSFERS	499,877.00-	0.00	0.00	100.0***	0.00	499,877.00-	.0		
8092	PERS REDUCTION TRANSFER	154,539.00	0.00	49,328.63	31.9	0.00	105,210.37	68.0		
8096	TAX REVENUES	518,145.00	0.00	0.00	.0	0.00	518,145.00	100.0		
8097	PROPERTY TAXES TRANSFERS	3,470,918.00-	0.00	0.00	100.0***	0.00	3,470,918.00-	.0		
8181	SPEC EDUC-ENT PER UDC	184,228.00	0.00	1.00-	.0	0.00	184,229.00	100.0		
8182	SPEC ED-DISCRETIONARY GRANTS	349,646.00	0.00	26,666.00	7.6	0.00	322,980.00	92.3		
8290	ALL OTHER FEDERAL REVENUES	766,354.00	0.00	31,294.00	4.0	0.00	735,060.00	95.9		
8311	OTHER STATE APPORT-CURR YEAR	1,654,548.00	0.00	642,464.00	38.8	0.00	1,012,084.00	61.1		
8319	OTHER STATE APPORT-PROR YEAR	17,755.00	0.00	1,276.00	7.1	0.00	16,479.00	92.8		
8550	MANDATED COST REIMBURSEMENTS	52,127.00	0.00	11,797.00	22.6	0.00	40,330.00	77.3		
8560	STATE LOTTERY REVENUE	71,136.00	0.00	0.00	.0	0.00	71,136.00	100.0		
8590	ALL OTHER STATE REVENUES	1,235,355.00	0.11-	179,535.07	14.5	0.00	1,055,819.93	85.4		
8631	SALE OF EQUIPMENT/SUPPLIES	1,969.00	0.00	0.00	.0	0.00	1,969.00	100.0		
8634	FOOD SERVICE SALES	12,655.00	0.00	619.75	4.8	0.00	12,035.25	95.1		
8650	LEASES & RENTALS	56,059.00	0.00	23,114.56	41.2	0.00	32,944.44	58.7		
8660	INTEREST	303,623.00	0.00	52,459.05	17.2	0.00	251,163.95	82.7		
8676	MISC TRANSFERS AND CONTRACTS	5,103.00	0.00	927.81	18.1	0.00	4,175.19	81.8		
8677	INTERAGENCY SERV BETWN LEA'S	423,122.00	0.00	50,900.92	12.0	0.00	372,221.08	87.9		
8689	ALL OTHER FEES AND CONTRACTS	87,017.00	179.45-	19,488.08	22.3	0.00	67,528.92	77.6		
8691	PLUS:MISC FUNDS NON-RL(50%)ADJ	295.00	0.00	0.00	.0	0.00	295.00	100.0		
8699	ALL OTHER LOCAL REVENUES	586,482.00	0.00	34,043.26	5.8	0.00	552,438.74	94.1		
8710	TUITION	957,060.00	0.00	0.00	.0	0.00	957,060.00	100.0		
8799	OTHER TRANSFER IN FROM ALL OTH	49,260.00	0.00	0.00	.0	0.00	49,260.00	100.0		
8979	ALL OTHER FINANCING SOURCES	32,021.00	0.00	1,780.80	5.5	0.00	30,240.20	94.4		
8980	CONTRIBUTIONS FR UNRESTR REV	3,420.00	0.00	0.00	.0	0.00	3,420.00	100.0		
8990	CONTRIBUTIONS FR RESTR REVENUE	3,420.00-	0.00	0.00	100.0***	0.00	3,420.00-	.0		
<b>TOTAL: 8xxxx</b>		<b>13,942,059.00</b>	<b>179.56-</b>	<b>1,399,447.97</b>	<b>10.0</b>	<b>0.00</b>	<b>12,542,611.03</b>	<b>89.9</b>		



# Budget Transfers Report (BT0200)

# Budget Transfers Report (BT0200)

## *Budget Transfer Report (BT2SUB) Window*

The instructions for this report focus on the following areas:

- ◆ Purpose of Report
- ◆ Launching the Report
- ◆ Main Selection Tab
- ◆ Sorts/Rollups Tab
- ◆ Sample Budget Transfer Transactions w/ Acct Sort & Select Report (BT0200)

### *Purpose of Report*

The *Budget Transfer Report (BT2SUB)* window is the launch program for the Budget Transfer Transactions w/ Acct Sort & Select Report (BT0200). This report provides a listing of selected budget transfers with their detail lines sorted by the account fields specified on the launch screens. For example, a report sorted by the fund and school fields will list the budget transfers and detail lines that effect the budget for each Fund/School combination (Fund 10/School 030, Fund 10/School 040, Fund 10/School 050, and so on).

The same transfer may be listed in several places in the report. Since each budget transfer can have up to 500 detail lines, a single budget transfer can effect many different account fields. For example, budget transfer 100343 may have some detail lines that effect the budget for Fund 10/School 030, other lines that effect Fund 10/School 040, and yet other lines that effect Fund 10/School 050. For each fund/school combination, the report lists only the applicable detail lines from that budget transfer.

For each budget transfer, the report includes a header line and as many detail lines as are needed. The header line includes the following information:

- ◆ Reference number
- ◆ Date
- ◆ Date entered
- ◆ Description
- ◆ Audit ID of the person who entered the transfer
- ◆ Audit ID of the person who approved the transfer and date of approval

The report includes the following information for each detail line:

- ◆ Line number
- ◆ Description for each line
- ◆ Financial account
- ◆ Debit or credit amount

The report lists total debits and credits for each sort item that you select on the launch screen.

# Budget Transfers Report (BT0200)

Budget Transfer Report (BT2SUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Sorts/Rollups | Accounts | Districts

### Budget Transfer Report

District: 39 THE TRAIN USD

Report Title:

From Date: 07/01/2007 to: 06/30/2008

Transfer # Range:  to:

Date Entered: / / to: / /

Sort By: 1 - Date

Report Type: 1 - Approved Only

Default Usersec: Y0 Yr:2008 Dist:39 Site:0 5/2/2017 1:52 PM

# Budget Transfers Report (BT0200)

Budget Transfer Report (BT2SUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection  Sorts/Rollups  Accounts  Districts

Restricted/Unrestricted: C - Combine Restricted/Unrestricted

Restricted Field: RS - Resource

	Sort	Page
▶ 1	F3 - Fund	
2		
3		
4		
5		
6		
7		
8		
9		
10		

Default Usersec: Y0 Yr:2008 Dist:39 Site:0 5/2/2017 1:53 PM

# Budget Transfers Report (BT0200)

Budget Transfer Report (BT2SUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Sorts/Rollups | **Accounts** | Districts

Fnd	Resc	Y	Objt	SO	Goal	Func	CstCtr	Ste	Mngr	Field	Range	
											Low	High
?	?	?	?	?	?	?	?	?	?			
?	?	?	?	?	?	?	?	?	?			
?	?	?	?	?	?	?	?	?	?			
?	?	?	?	?	?	?	?	?	?			
?	?	?	?	?	?	?	?	?	?			
?	?	?	?	?	?	?	?	?	?			
?	?	?	?	?	?	?	?	?	?			
?	?	?	?	?	?	?	?	?	?			
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?	?	?	?	?	?	?	?	?	?			
?	?	?	?	?	?	?	?	?	?			

Default Usersec: Y0 Yr:2008 Dist:39 Site:0 5/2/2017 1:53 PM

# Budget Transfers Report (BT0200)

07 QSS DEMONSTRATION DISTRICT		Budget Transfer Transactions w/ Acct Sort & Select		J4388	BT0200	H.00.00	04/23/99	PAGE	5					
SAMPLE FOR DOCUMENTATION														
Date last used from: 04/01/2006 To 04/10/2006														
Transaction Number from: To 999999														
Date entered from: 00/00/0000 To 99/99/9999														
Detail Sorted by: Date														
Approved Transactions Only														
School	:500	PINEDALE		Resource:4230	BILINGUAL ED-DISCR GRANTS									
Number	Date	Date Entered	Description	Fd	Bdr	Sch	Resc	Y	Goal	Func	Objt	Type	Debit	Credit
000566	CONTINUED													
2.							01-800-500-4230-0-4760-2490-4300-0000						850.00	
3.							01-800-500-4230-0-4760-2490-5200-1265							700.00
000569	04/09/2006	04/09/2006	Open Line for interprogram	Srv			Entered by: DW7		Approved: 06/02/2006			KLD7		
1.							01-800-500-4230-0-4760-2490-5710-0094						70.00	
2.							01-800-500-4230-0-4760-2490-4300-0000							
							Resource 4230		TOTAL:				20,204.00*	20,204.00*
School	:500	PINEDALE		Resource:6500	SPECIAL EDUCATION									
000556	04/07/2006	04/07/2006	Tsf funds to opn acct f/ Mbrsp				Entered by: DW7		Approved: 06/02/2006			KLD7		
1.							01-012-500-6500-0-5050-1000-6400-0000						300.00	
2.							01-012-500-6500-0-5050-1000-5300-0000							300.00
							Resource 6500		TOTAL:				300.00*	300.00*
School	:500	PINEDALE		Resource:7270	STAFF DEV-MENTOR TEACHER PGM									
000551	04/02/2006	04/02/2006	ADJ BUDGET TO ACTUAL RECEIVED				Entered by: ns07		Approved: 06/02/2006			KLD7		
1.							01-100-500-7270-0-0000-0000-8590-0000						549.00	
2.							01-100-500-7270-0-0000-2140-5800-0281							506.00
3.							01-100-500-7270-0-0000-7205-7320-0840							43.00
							Resource 7270		TOTAL:				549.00*	549.00*
School	:500	PINEDALE		Resource:9010	OTHER LOCAL									
000623	04/01/2006	04/29/2006	TO CLOSE SITE 80				Entered by: ns07		Approved: 06/02/2006			KLD7		
1.							01-120-500-9010-0-8100-5000-4300-0000						173.00	
2.							01-120-500-9010-0-8100-5000-5800-0530						300.00	
3.							01-120-500-9010-0-8100-5000-5800-0000						84.00	
4.							01-120-500-9010-0-8100-7205-7320-0840						48.00	
5.							01-120-500-9010-0-8100-5000-8699-1876							605.00
							Resource 9010		TOTAL:				605.00*	605.00*
School	:500	PINEDALE		Resource:9018	SWITP									
000544	04/01/2006	04/01/2006	Tsf Funds frm CO to New Equip				Entered by: DW7		Approved: 06/02/2006			KLD7		
1.							01-012-500-9018-0-5050-2160-5800-0209						400.00	
2.							01-012-500-9018-0-5050-2160-6400-0000							400.00
000559	04/07/2006	04/07/2006	Tsf funds frm Subseptn to Supp				Entered by: DW7		Approved: 06/02/2006			KLD7		
1.							01-012-500-9018-0-5050-2160-4300-1882						500.00	
CONTINUED														

# Comparative Budget Report (BDR110)

# Comparative Budget Report (BDR110)

## *Comparative Budget Report Writer (BDR001) Window*

The instructions for this report focus on the following areas:

- ◆ Purpose of Report
- ◆ Launching the Report
- ◆ Main Selection Tab
- ◆ Additional Options Tab
- ◆ Sorts/Rollups Tab
- ◆ Sample Comparative Budget Report (BDR110)

### *Purpose of Report*

The *Comparative Budget Report Writer (BDR001)* window allows you to launch the Comparative Budget Report (BDR110). This report provides a summary of financial activity by object that can span two or more fiscal years. For prior years, the report covers the entire year. For the current fiscal year, the report includes year-to-date budget balances, expenses, and revenues.

The report includes up to seven columns of data about each object. There is no pre-set format. When designing this report, you can select any one of the following sources for each column: working budget, revised budget, approved budget, actual revenues and expenses, encumbrances, or a budget model from the QSS/OASIS Budget Development System. For each column, you can draw on financial records from any fiscal year for which there is data in the General Ledger database.

Once you design a report that you like, you can save it as a preset. Later on, you can retrieve the preset the next time you want the same report. You can use presets to create a library of report formats that you can use over and over again.

There are six detail line formats for the report:

- ◆ **Object.** This format summarizes financial activity by object. First, the report lists revenue objects, then it lists expense objects. The same pattern applies to the other four report formats that are organized around objects.
- ◆ **Object--significant fields only.** Under each object, this format breaks out financial activity by the account fields marked as significant for budgeting.
- ◆ **Object--all fields.** Under each object, this format breaks out financial activity for each financial account that includes the object.



# Comparative Budget Report (BDR110)

- ◆ **Object--detail sort item.** Under each object, this format breaks out financial activity by the detail sort item that you select on the launch screen. For example, the detail sort item is the resource field. Under each object, the report itemizes financial activity by resource code.
- ◆ **Summarize object.** This report format allows you to summarize objects by digits of significance from left to right. For example, a report summarizes objects to 2 digits of significance. Only the first two digits of the object are reported. Thus, the report summarizes financial activity for objects 80xx (8000 to 8099), 81xx (8100 to 8199), 11xx (1100 to 1199), and so on.
- ◆ **Summarize last sort item.** This report format allows you to summarize by any account field. If the last sort item is fund, the report summarizes financial activity by fund. If the last sort item is resource, the report summarizes activity by resource.

Here are two examples of what you can do with this report:

- ◆ **Budget versus actuals report.** The first three columns are based on budgets.
  - ◇ Column 1 contains the approved budget.
  - ◇ Column 2 contains the working budget.
  - ◇ Column 3 is a calculated column that shows the year-to-date budget changes (Column 1 less Column 2).
  - ◇ Column 4 is blank to provide a visual break.

Columns 5 and 6 are based on year-to-date actuals.

  - ◇ Column 5 reports year-to-date actuals.
  - ◇ Column 6 is a calculated column that reports the budget balance (working budget in Column 2 less year-to-date actuals in Column 5).
- ◆ **Multi-year budget comparison.** If you have several years of data in the general ledger, you can compare budgets across years.
  - ◇ Column 1 reports the working budget from two years ago.
  - ◇ Column 2 reports the working budget from one year ago.
  - ◇ Column 3 reports the approved budget for the current year.
  - ◇ Columns 4 and 5 are calculated columns that show changes in budgets. Column 4 shows the difference between the current year's budget and that of two years ago (Column 3 minus Column 1). Column 5 shows the difference between this year's and last year's budget (Column 3 minus Column 2).

# Comparative Budget Report (BDR110)

Comparative Budget Report Writer (BDR001)      39-QSS DEMONSTRATION DISTRICT      QSS/OASIS

File Options

Main Selection\*    Additional Options    Sorts/Rollups    Accounts    District(s)

**Comparative Budget Report**

District: 39 THE TRAIN USD

Report Title:

Detail line format: 1 - Object

Account Status: B - Open and closed accounts (Recommended)    Use Second Description: Never

Restricted field: RS - Resource

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
▶ Title1							
Title2	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Year	2005	2005	2006	2006	2007	2007	2008
Source	Dev M: 00	Dev M: 00	Dev M: 00	Dev M: 00	Dev M: 00	Dev M: 00	Dev M: 00
Bud/Act	Budget	Actuals	Budget	Actuals	Budget	Actuals	Budget
Detail	No	No	No	No	No	No	No
Zero amt	Blank	Blank	Blank	Blank	Blank	Blank	Blank
Rest/Unr	Both	Both	Both	Both	Both	Both	Both
Bud Tfr							
Bud TDate							
GL Trans							
GL TDate							
Hide	No	No	No	No	No	No	No

Usersec: Y    YYNY      \$GLOBAL    N      Yr:2008 Dist:39 Site:0    5/2/2017 2:03 PM

# Comparative Budget Report (BDR110)

Comparative Budget Report Writer (BDR001) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

**Edit Column 1**

File Options

District: \_\_\_\_\_  
 Report Title: \_\_\_\_\_  
 Detail line format: \_\_\_\_\_  
 Account Status: \_\_\_\_\_  
 Restricted field: \_\_\_\_\_

1 2 3 4 5 6 7

	Column 1
Title1	Webinar
Title2	Budget
Year	2008
Source	Dev M: 00
Bud/Act	Budget
Detail	No
Zero amt	\$0.00
Rest/Unr	Both
Bud Tfr	
Bud TDate	
GL Trans	
GL TDate	
Hide	No

Title1: Webinar  
 Title2: Budget  
 Year: 08  
 Source: D - Development budget Model: 00  
 Adj By: \_\_\_\_\_ %  
 Bud/Act: B - Budgets only  
 Detail:   
 Print zero amts as:  \$0.00  Blank  Underlines  
 Restricted/Unrestricted:  Both  Restricted  Unrestricted  
 Include budget transfers: N - None  
 Budget transfer cutoff: 06/30/2008  
 Include Approved/Unapproved GL trans: A - Approved transactions only  
 GL trans cutoff: 06/30/2008  
 Hide:

Usersec: Y YNY \$GLOBAL N Yr:2008 Dist:39 Site:0 5/2/2017 2:05 PM

# Comparative Budget Report (BDR110)

Comparative Budget Report Writer (BDR001) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection\* **Additional Options** | Sorts/Rollups | Accounts | District(s)

Year to standardize acct format on: 08

Suppress rpt lines with no values:

Show pennies:

Print 80 column mode:

Lines per page: 63

Blank lines after details: 0 - Single spaced

Sort detail lines: 1 - Alphabetical order

Replace Fiscal Year field with:

Usersec: Y YNY \$GLOBAL N Yr:2008 Dist:39 Site:0 5/2/2017 2:06 PM

# Comparative Budget Report (BDR110)

Comparative Budget Report Writer (BDR001) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection\* Additional Options **Sorts/Rollups** Accounts District(s)

	Sort	Rollup	Page
▶ 1	F3 - Fund		
2			
3			
4			
5			
6			
7			
8			
9			
10			

Usersec: Y YNY \$GLOBAL N Yr:2008 Dist:39 Site:0 5/2/2017 2:07 PM

# Comparative Budget Report (BDR110)

Comparative Budget Report Writer (BDR001) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection\* | Additional Options | Sorts/Rollups |  Accounts | District(s)

End	Resc	Y	Objt	SO	Goal	Func	CstCtr	Ste	Mngr	Field	Range	
											Low	High
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			
???	?????	-?	?????	-??	?????	-?????	?????????	-???	?????			

Usersec: Y YNY \$GLOBAL N Yr:2008 Dist:39 Site:0 5/2/2017 2:09 PM

# Comparative Budget Report (BDR110)

040 QSS DEMONSTRATION DISTRICT FORMAT 1		COMPARATIVE BUDGET REPORT			J1634	BDR110	L.00.17	06/09/17	PAGE	1
Fund	:01	GENERAL FUND			CALC: 1-2					
		2016-2017 FY'17 Budget	2016-2017 FY'17 Actual	2016-2017 FY'17 Diff						
8560	STATE LOTTERY REVENUE	3,338,984	3,251,665	87,319						
TOTAL: 8000 - 8899 Current year revenue		3,338,984	3,251,665	87,319						
8980	CONT FROM UNREST/RES	2,875,935-	2,933,563-	57,628						
TOTAL: 8900 - 8999 Other financing sources		2,875,935-	2,933,563-	57,628						
TOTAL: 8000 - 8999 Total Revenue		463,049	318,103	144,946						
1120	TEACHERS TEMP ASSIGN	1,172	749	423						
1150	TEACHERS SUBSTITUTES	6,289	1,945	4,344						
TOTAL: 1000 - 1999 Expense - Cert. Payroll		7,461	2,694	4,767						
2120	PARAEDUCATOR/TEMP ASSGN	469	599	130-						
2130	PARAEDUCATOR/OVERTIME	80	0	80						
2230	CLASS SUPPORT/OVERTIME	53	53	0						
2250	CLASS SUPPORT SUBS	9,328	14,796	5,468-						
2330	SUPERVISORS OVERTIME	0	1,295	1,295-						
2400	CLERICAL, TECHNICAL, OFFICE	84,830	62,883	21,947						
2420	CLERICAL TEMP ASSIGN	8,569	11,209	2,640-						
2430	CLERICAL OVERTIME	2,884	3,093	209-						
2450	CLERICAL SUBSTITUTES	6,453	25,338	18,885-						
TOTAL: 2000 - 2999 Class. Payroll		112,666	119,267	6,601-						
3101	STRS, CERTIFICATED	616	126	490						
3103	STRS, CERTIFICATED-AB2700	0	62	62-						
3202	PERS, CLASSIFIED	10,622	6,725	3,897						
3301	QASDI, MEDICARE, ALTER-CERT	109	51	58						
3302	QASDI, MEDICARE, ALTER, CLAS	8,618	7,623	995						
3402	H & W BENEFITS, CLASS	16,493	12,035	4,458						
3501	UNEMPLOY INS, CERT	25	8	17						
3502	UNEMPLOY INS, CLASS	338	358	20-						
3601	WORKERS COMP, CERT	151	55	96						
3602	WORKERS COMP, CLASS	2,308	2,445	137-						
3701	OPEB, ALLOCATED - CERTIF	49	18	31						
3702	OPEB, ALLOCATED - CLASS	755	716	39						
3752	OPEB, ACTIV EMPLOY -CLASS	765	0	765						
3802	PERS REDUCTION, CLASS	3,407	2,152	1,255						
TOTAL: 3000 - 3999 Employee Benefits		44,256	32,373	11,883						
4200	BKS & OTHER REF MTRLS	28,752	6,724	22,028						
4300	MATERIALS AND SUPPLIES	175,525	58,893	116,632						

# Comparative Budget Report (BDR110)

040 QSS DEMONSTRATION DISTRICT FORMAT 2 (FUNCTION ABER)		COMPARATIVE BUDGET REPORT		J1635	BDR110	L.00.17	06/09/17	PAGE	1
Fund	:01	GENERAL FUND							
				2016-2017 FY'17 Budget	2016-2017 FY'17 Actual	CALC: 1-2 2016-2017 FY'17 Diff			
-----									
8560	STATE LOTTERY REVENUE								
01.1100.0.0000.0000.8560.890.7300.00	UNASSIGN	3,338,984	3,251,665	87,319					
TOTAL:				3,338,984	3,251,665	87,319			
TOTAL: 8000 - 8899 Current year revenue				3,338,984	3,251,665	87,319			
8980	CONT FROM UNREST/RES								
01.1100.0.0000.0000.8980.890.5510.00	UNASSIGN	2,875,935-	2,933,563-	57,628					
TOTAL: 8900 - 8999 Other financing sources				2,875,935-	2,933,563-	57,628			
TOTAL: 8000 - 8999 Total Revenue				463,049	318,103	144,946			
01.1100.0.1110.1001.1120.290.1100.61	K/6 INST	1,172	98	1,074					
01.1100.0.1110.1001.1120.340.1100.61	K/6 INST	0	651	651-					
TOTAL:				2,874,763-	2,932,814-	58,051			
1150	TEACHERS SUBSTITUTES								
01.1100.0.1110.1001.1150.040.1100.61	K/6 INST	400	0	400					
01.1100.0.1110.1001.1150.160.1100.61	K/6 INST	0	300	300-					
01.1100.0.1110.1001.1150.180.1100.61	K/6 INST	200	0	200					
01.1100.0.1110.1001.1150.190.1100.61	K/6 INST	600	0	600					
01.1100.0.1110.1001.1150.205.1100.61	K/6 INST	500	150	350					
01.1100.0.1110.1001.1150.230.1100.61	K/6 INST	500	0	500					
01.1100.0.1110.1001.1150.270.1100.61	K/6 INST	0	200	200-					
01.1100.0.1110.1001.1150.340.1100.61	K/6 INST	600	0	600					
01.1100.0.1110.1001.1150.385.1100.61	K/6 INST	885	0	885					
01.1100.0.1110.1002.1150.400.2100.61	7/12INST	60	0	60					
01.1100.0.1110.1002.1150.410.2100.61	7/12INST	500	100	400					
01.1100.0.1110.1002.1150.430.2100.61	7/12INST	0	100	100-					
01.1100.0.1110.1002.1150.440.2100.61	7/12INST	0	995	995-					
01.1100.0.1110.1002.1150.560.2200.61	7/12INST	2,044	0	2,044					
01.1100.0.3200.1002.1150.580.2300.61	7/12INST	0	100	100-					
TOTAL:				6,289	1,945	4,344			
TOTAL: 1000 - 1999 Expense - Cert. Payroll				7,461	2,694	4,767			
2120	PARAEDUCATOR/TEMP ASSGN								
01.1100.0.1110.1001.2120.080.1100.21	K/6 INST	250	0	250					
01.1100.0.1110.1001.2120.260.1100.21	K/6 INST	219	599	380-					
TOTAL:				469	599	130-			
2130	PARAEDUCATOR/OVERTIME								
01.1100.0.3550.1002.2130.420.2600.21	7/12INST	80	0	80					
TOTAL:				80	0	80			
2230	CLASS SUPPORT-OVERTIME								



# Comparative Budget Report (BDR110)

07 QSS DEMONSTRATION DISTRICT		COMPARATIVE BUDGET REPORT			J2058	BDR110	H.00.03	04/15/06	PAGE	2
SAMPLE FORMAT 4										
Fund	:01	GENERAL FUND								
		2005-2006	2005-2006	2005-2006	CALC: 2-1		2005-2006	2005-2006	CALC: 2-5	
		Approved	Working	Wrk - App			Actuals	Balance		
8043	PRIOR YEARS TAXES									
0000	NO REPORTING REQUIREMENT	7,648	7,648				7,648	0		
	TOTAL: 8043	7,648	7,648				7,648	0		
8044	SUPPLEMENTAL TAXES									
0000	NO REPORTING REQUIREMENT	40,422	40,422				40,422	0-		
	TOTAL: 8044	40,422	40,422				40,422	0-		
8045	EDUC REV AUGMENTATION FUND									
0000	NO REPORTING REQUIREMENT	6,554,329	6,554,329				6,554,329	0		
	TOTAL: 8045	6,554,329	6,554,329				6,554,329	0		
8082	OTHER IN-LIEU TAXES									
0000	NO REPORTING REQUIREMENT	590	590				590	0		
	TOTAL: 8082	590	590				590	0		
8089	LESS: NON-RL (50%) ADJUSTMENT									
0000	NO REPORTING REQUIREMENT	295-	295-				295-	0-		
	TOTAL: 8089	295-	295-				295-	0-		
8091	REVENUE LIMIT TRANSFERS									
2400	ALTERNATIVE SCHOOLS	632,951	0	632,951-			0			
2410	JUVENILE HALL	316,476-	0	316,476			0			
2420	COURT COMMUNITY SCHOOLS	316,476-	0	316,476			0			
2500	PREGNANT MINORS	518,145-	518,145-				518,145-			
2900	OTHER RESTR REV LIM SOURCES	580,826	0	580,826-			0			
6500	SPECIAL EDUCATION	18,268	18,268				18,268			
	TOTAL: 8091	80,949	499,877-	580,826-			499,877-			
8092	PERS REDUCTION TRANSFER									
0000	NO REPORTING REQUIREMENT	336,969	154,539	182,430-			154,529	10		
	TOTAL: 8092	336,969	154,539	182,430-			154,529	10		
8095	OTHER TRANSFERS									
2400	ALTERNATIVE SCHOOLS	668,659-	668,659-				668,659-			
2420	COURT COMMUNITY SCHOOLS	668,659	668,659				668,659			
	TOTAL: 8095	0	0				0			
8096	TAX REVENUES									
2500	PREGNANT MINORS	518,145	518,145				518,145			
	TOTAL: 8096	518,145	518,145				518,145			
8097	PROPERTY TAXES TRANSFERS									
0000	NO REPORTING REQUIREMENT	3,060,860	0	3,060,860-			0			
6500	SPECIAL EDUCATION	3,470,918-	3,470,918-				3,470,918-			

# Comparative Budget Report (BDR110)

040 QSS DEMONSTRATION DISTRICT FORMAT 5 (2 DIGITS OF SIG)		COMPARATIVE BUDGET REPORT		J1637	BDR110	L.00.17	06/17/17	PAGE	1
Fund	:01	GENERAL FUND							
		2016-2017 FY'17 Budget	2016-2017 FY'17 Actual	CALC: 1-2 2016-2017 FY'17 Diff					
8500	STATE REVENUE	3,338,984	3,251,665	87,319					
TOTAL: 8000 - 8899 Current year revenue		3,338,984	3,251,665	87,319					
8900	OTHER FINANCING SOURCES	2,875,935-	2,933,563-	57,628					
TOTAL: 8900 - 8999 Other financing sources		2,875,935-	2,933,563-	57,628					
TOTAL: 8000 - 8999 Total Revenue		463,049	318,103	144,946					
1100	TEACHERS SALARIES	7,461	2,694	4,767					
TOTAL: 1000 - 1999 Expense - Cert. Payroll		7,461	2,694	4,767					
2100	PARAEDUCATOR SALARIES	549	599	50-					
2200	CLASS SUPPORT SALARIES	9,381	14,850	5,469-					
2300	CLASS ADMINISTRATORS	0	1,295	1,295-					
2400	CLERICAL, TECHNICAL, OFFICE	102,736	102,523	213					
TOTAL: 2000 - 2999 Class. Payroll		112,666	119,267	6,601-					
3100	STPS	616	188	428					
3200	PERS	10,622	6,725	3,897					
3300	QASDI & MEDICARE	8,727	7,674	1,053					
3400	HEALTH & WELFARE	16,493	12,035	4,458					
3500	UNEMPLOYMENT INSURANCE	363	366	3-					
3600	WORKER'S COMP	2,459	2,500	41-					
3700	OPER	1,569	734	835					
3800	PERS REDUCTION	3,407	2,152	1,255					
TOTAL: 3000 - 3999 Employee Benefits		44,256	32,373	11,883					
4200	BKS & OTHER REF MTRLS	28,752	6,724	22,028					
4300	MATERIALS AND SUPPLIES	178,428	69,403	109,025					
4400	EQUIPMENT \$500-\$9999	17,319	28,054	10,735-					
TOTAL: 4000 - 4999 Books and Supplies		224,499	104,182	120,317					
5200	TRAVEL & CONFERENCES	3,306	1,684	1,622					
5300	DUES & MEMBERSHIPS	352	425	73-					
5500	OPER & HSKP SERV	1,836	764	1,072					
5600	RENTALS, LEASES, REPAIRS	38,575	34,905	3,670					
5700	INTERPROGRAM / INTERFUND	19,382	13,120	6,262					
5800	PROFESS & OPERATING	7,435	7,034	401					
5900	COMMUNICATIONS	3,281	1,656	1,625					

# Comparative Budget Report (BDR110)

040 QSS DEMONSTRATION DISTRICT FORMAT 6		COMPARATIVE BUDGET REPORT			J1638	BDR110	L.00.17	06/17/17	PAGE	1
Fund	:01	GENERAL FUND			CALC: 1-2					
		2016-2017 FY'17 Budget	2016-2017 FY'17 Actual	2016-2017 FY'17 Diff						
0000	UNASSIGNED	463,049-	318,103-	144,946-						
1000	INSTRUCTION	249,390	129,084	120,306						
2100	INSTRUCTIONAL SUPERVISION & AD	13,891	14,016	125-						
2400	INST LIBRARY/MEDIA/TECH	95,370	59,465	35,905						
2700	SCHOOL ADMINISTRATION	37,855	43,706	5,851-						
3100	HEALTH SERVICES	57,242	53,450	3,792						
4200	SCHOOL-SPONS ATHLETICS	6,200	0	6,200						
8200	OPERATIONS	1,901	15,688	13,787-						
8300	SECURITY	1,200	2,694	1,494-						
8700	FACILITIES RENTS & LEASES	0	0	0						
*SUB-TOTAL:		0	0	0						
TOTAL		0	0	0						

# Financial Activity Report (FAR110)

# Financial Activity Report (FAR110)

## *Financial Activity Report Writer (FARSUB) Window*

The instructions for launching this report focus on the following areas:

- ◆ Purpose of Report
- ◆ Launching the Report
- ◆ Main Selection Tab
- ◆ Sorts/Rollups Tab
- ◆ Sample Financial Activity Report (FAR110)

### *Purpose of Report*

The *Financial Activity Report Writer (FARSUB)* window allows you to create the Financial Activity Report (FAR110). This report provides a detailed listing of financial activity by object for subsidiary revenue and expense objects. By default, it lists every transaction that effects the budgets for revenue and expense accounts for the date range and accounts that you select. However, you can select the transaction types and transaction number ranges in the report.

The report is organized like an income statement. It begins with the revenue objects, listing the detailed transactions for each object. Then it lists all transactions associated with each of the expense objects. The report concludes with a summary page that presents totals for revenues and expenses.

---

**NOTE:** This report can be very long. It lists *all* financial activity for the date range you select. At a large site, a report for the full year can be thousands of pages long.

---

The report includes the following information for each object:

- ◆ Balance forward for:
  - ◇ Working, revised, or approved budget.
  - ◇ Monies received or expended.
  - ◇ Encumbrances.
  - ◇ Budget available at start of reporting period.
- ◆ Transactions for the object. For the date range that you select, the report lists every individual transaction for each account that effects the budget balance for the object.
- ◆ The ending balances for:
  - ◇ Percentage of budget remaining at the end of the reporting period.
  - ◇ Working, revised, or approved budget.

# Financial Activity Report (FAR110)

- ◇ Monies expended or received.
- ◇ Encumbrances.
- ◇ Balance remaining at the end of the reporting period.

There are two formats for this report. This option determines how much information is reported for individual transactions.

- ◆ **Format 1 - Single line printed reports each transaction on a single line that includes the following:**
  - ◇ Account
  - ◇ Reference number
  - ◇ Date
  - ◇ Abbreviated description of transaction
  - ◇ Budget balance
  - ◇ Expenditures or receipt
  - ◇ Encumbrance
  - ◇ Budget balance
- ◆ **Format 2 - Two lines printed provides more information about each transaction.**

The first line provides the following information:

- ◇ Account
- ◇ Reference number
- ◇ Date
- ◇ Budget balance
- ◇ Expenditures or receipt
- ◇ Encumbrance
- ◇ Budget balance

The second line provides the following information:

- ◇ Account description
- ◇ Full description of transaction
- ◇ Vendor number
- ◇ Warrant number

# Financial Activity Report (FAR110)

Financial Activity Report Writer (FARSUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection |
  Reference Types |
  Sorts/Rollups |
  Accounts |
  District(s)

### Financial Activity Report Writer

District: 39 THE TRAIN USD

From date: 07/01/2007 To date: 06/30/2008

Report title: \_\_\_\_\_

Budget source: A - Approved

Include budget transfers: A - Approved transfers only

Include Approved/Unapproved GL trans: A - Approved transactions only.

Exclude pre-encumbrances:

Print account description:

Use reference values:

Detail sort: 0 - Date

---

Detail line Format: 1 - Single line printed

1 = Single Line Printed Per Transaction  
 The Vendor Number, Warrant Number and Account Description fields are omitted and Transaction Description is truncated (depending on acct size)

2 = Two Lines Printed For Transaction  
 Includes the fields listed as omitted in format 1 and the Transaction Desc is not truncated.

Usersec: Y      \$GLOBAL      N      Yr:2008 Dist:39 Site:0      5/2/2017 2:42 PM

# Financial Activity Report (FAR110)

Financial Activity Report Writer (FARSUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection  Reference Types  Sorts/Rollups  Accounts  District(s)

	Reference Type	Low Value	High Value
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Usersec: Y \$GLOBAL N Yr:2008 Dist:39 Site:0 5/2/2017 2:42 PM



# Financial Activity Report (FAR110)

Financial Activity Report Writer (FARSUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Reference Types | **Sorts/Rollups** | Accounts | District(s)

Restricted/Unrestricted: C - Combine Restricted/Unrestricted

Restricted Field: RS - Resource

	Sort	Rollup	Page
▶ 1	F3 - Fund		
2			
3			
4			
5			
6			
7			
8			
9			
10			

Usersec: Y \$GLOBAL N Yr:2008 Dist:39 Site:0 5/2/2017 2:43 PM

# Financial Activity Report (FAR110)

Financial Activity Report Writer (FARSUB)
39-QSS DEMONSTRATION DISTRICT
QSS/OASIS

File Options

Main Selection | Reference Types | Sorts/Rollups | **Accounts** | District(s)

	Fnd	Resc	Y	Objt	SO	Goal	Func	CstCtr	Ste	Mngr
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????
<input type="checkbox"/>	???	?????	-?	?????	??	?????	?????	???????	???	?????

Program messages are displayed here

Field	Range	
	Low	High
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Usersec: Y
\$GLOBAL
N
Yr:2008 Dist:39 Site:0
5/2/2017
2:43 PM

# Financial Activity Report (FAR110)

07 QSS UNIFIED SCHOOL DISTRICT SAMPLE FORMAT 1		FINANCIAL ACTIVITY REPORT 02/05/2006 TO 02/06/2006		J261	FAR110	H.00.09 02/11/06 PAGE 1					
				39.5	% REMAINS IN FISCAL YEAR 06						
Fund	:01	GENERAL FUND									
Fd Bdr	Sch Resc	Y Goal	Func	Objt	Type	REFERENCE DATE	DESC	WRK BUDGET	RECEIVED/ EXPENDED	ENCUMBERED	BALANCE
4300	SUPPLIES										
BALANCE FORWARD 02/05/2006								451,390.17	251,326.49	133,667.67	66,396.01
01-240-500-0000-0-0000-7570-4300-0000	DC-700053 02/05/06 CK#1145 D M								44.34-		66,440.35
01-012-500-9018-0-5050-2160-4300-1894	JE-000240 02/05/06 CORR JE#144								378.13-		66,818.48
01-240-500-0000-0-0000-7530-4300-0000	JE-000240 02/05/06 CORR JE#144								378.13		66,440.35
01-270-110-0000-0-0000-8230-4300-1886	PO-001058 02/05/06 EASTERDAY J									3,115.69	63,324.66
01-240-500-0000-0-0000-7530-4300-0000	PO-001059 02/05/06 MICRO BIO-M									1,995.49	61,329.17
01-240-500-0000-0-0000-7530-4300-0000	PO-001060 02/05/06 SEATTLE DIS									308.88	61,020.29
01-270-110-0000-0-0000-8230-4300-1886	PO-001061 02/05/06 NELSON SUPP									616.47	60,403.82
01-650-110-6500-0-5160-1000-4300-0000	PO-001062 02/06/06 BLASIE ENGI									163.96	60,239.86
01-840-500-2500-0-3110-1000-4300-0000	PO-001063 02/06/06 BRODERBUND									89.75	60,150.11
01-840-500-2500-0-3110-1000-4300-0000	PO-001064 02/06/06 MORNING GLO									15.00	60,135.11
01-870-301-2500-0-3110-1000-4300-0000	PO-001065 02/06/06 ALBERTSONS									150.00	59,985.11
01-870-301-2500-0-3110-1000-4300-0000	PO-001066 02/06/06 FOOD BANK O									100.00	59,885.11
01-840-500-2500-0-3110-1000-4300-0000	PO-001067 02/06/06 HEALTH ENCO									76.37	59,808.74
01-840-500-2500-0-3110-1000-4300-0000	PO-001068 02/06/06 FOOD BANK O									100.00	59,708.74
01-240-500-0000-0-0000-7530-4300-0000	PO-001070 02/06/06 GLOBAL REAL									427.93	59,280.81
TOTAL ACTIVITY								0.00	44.34-	7,159.54	
**** 13.1%	ENDING BALANCE 02/06/2006							451,390.17	251,282.15	140,827.21	59,280.81
4310	INSTRUCTION MATERIALS & SUPPLY										
BALANCE FORWARD 02/05/2006								1,234,548.54-	300.00	0.00	1,234,848.54-
** NO ACTIVITY THIS PERIOD **											
****OVERDRAWN	ENDING BALANCE 02/06/2006							1,234,548.54-	300.00	0.00	1,234,848.54-
4321	*** NOT ON FILE ***										
BALANCE FORWARD 02/05/2006								1,234,567.89	0.00	0.00	1,234,567.89
** NO ACTIVITY THIS PERIOD **											
****100.0%	ENDING BALANCE 02/06/2006							1,234,567.89	0.00	0.00	1,234,567.89
4500	OTHER SUPPLIES										
BALANCE FORWARD 02/05/2006								140.00	40.32	200.00	100.32-
** NO ACTIVITY THIS PERIOD **											
****OVERDRAWN	ENDING BALANCE 02/06/2006							140.00	40.32	200.00	100.32-
4700	FOOD										
BALANCE FORWARD 02/05/2006								1,162.00	1,161.87	0.00	0.13
** NO ACTIVITY THIS PERIOD **											
**** 0.0%	ENDING BALANCE 02/06/2006							1,162.00	1,161.87	0.00	0.13
****4000 TOTALS:								452,711.52	252,784.34	141,027.21	58,899.97
Fund	: 01	TOTALS (EXPENDITURE)						452,711.52	252,784.34	141,027.21	58,899.97
Fund	: 01	TOTALS (INCOME)						0.00	0.00	0.00	0.00

# Financial Activity Report (FAR110)

07 QSS UNIFIED SCHOOL DISTRICT		FINANCIAL ACTIVITY REPORT		J260	FAR110	H.00.09 02/11/06	PAGE 1						
SAMPLE FORMAT 2		02/05/2006 TO 02/06/2006		39.5 % REMAINS IN FISCAL YEAR 06									
Fund	:01	GENERAL FUND											
Fd	Bdr	Sch	Resc	Y	Goal	Func	Objt	Type	REFERENCE DATE	WRK BUDGET	RECEIVED/ EXPENDED	ENCUMBERED	BALANCE
									DESCRIPTION	VENDOR	WR-NO		
4300	SUPPLIES												
BALANCE FORWARD 02/05/2006										451,390.17	251,326.49	133,667.67	66,396.01
01-240-500-0000-0-0000-7570-4300-0000	DC 700053 02/05/2006										44.34-		66,440.35
01-012-500-9018-0-5050-2160-4300-1894	CK#1145 J.JONES-SANTA ANA												
JE 000240 02/05/2006											378.13-		66,818.48
CORR JE#144 OBJECT CODING													
01-240-500-0000-0-0000-7530-4300-0000	JE 000240 02/05/2006										378.13		66,440.35
CORR JE#144 OBJECT CODING													
01-270-110-0000-0-0000-8230-4300-1886	PO 001058 02/05/2006											3,115.69	63,324.66
EASTERDAY JANITORIAL SUPPLY										006857			
01-240-500-0000-0-0000-7530-4300-0000	PO 001059 02/05/2006											1,995.49	61,329.17
MICRO BIO-MEDICS INC										008433			
01-240-500-0000-0-0000-7530-4300-0000	PO 001060 02/05/2006											308.88	61,020.29
SEATTLE DISK										000563			
01-270-110-0000-0-0000-8230-4300-1886	PO 001061 02/05/2006											616.47	60,403.82
NELSON SUPPLY CO, J C										007962			
01-650-110-6500-0-5160-1000-4300-0000	PO 001062 02/06/2006											163.96	60,239.86
BLASIE ENGINEERING INC										007951			
01-840-500-2500-0-3110-1000-4300-0000	PO 001063 02/06/2006											89.75	60,150.11
BRODERBUND										000161			
01-840-500-2500-0-3110-1000-4300-0000	PO 001064 02/06/2006											15.00	60,135.11
MORNING GLORY PRESS										003173			
01-870-301-2500-0-3110-1000-4300-0000	PO 001065 02/06/2006											150.00	59,985.11
ALBERTSONS										000048			
01-870-301-2500-0-3110-1000-4300-0000	PO 001066 02/06/2006											100.00	59,885.11
FOOD BANK OF ELKO COUNTY										000275			
01-840-500-2500-0-3110-1000-4300-0000	PO 001067 02/06/2006											76.37	59,808.74
HEALTH EDCC										000409			
01-840-500-2500-0-3110-1000-4300-0000	PO 001068 02/06/2006											100.00	59,708.74
FOOD BANK OF ELKO COUNTY										000275			
01-240-500-0000-0-0000-7530-4300-0000	PO 001070 02/06/2006											427.93	59,280.81
GLOBAL HEALTH & HYGIENE										000425			
TOTAL ACTIVITY										0.00	44.34-	7,159.54	
**** 13.1%	ENDING BALANCE 02/06/2006									451,390.17	251,282.15	140,827.21	59,280.81
4310	INSTRUCTION MATERIALS & SUPPLY												
BALANCE FORWARD 02/05/2006										1,234,548.54-	300.00	0.00	1,234,848.54-
** NO ACTIVITY THIS PERIOD **													
****OVERDRAWN	ENDING BALANCE 02/06/2006									1,234,548.54-	300.00	0.00	1,234,848.54-
4321	*** NOT ON FILE ***												
BALANCE FORWARD 02/05/2006										1,234,567.89	0.00	0.00	1,234,567.89
** NO ACTIVITY THIS PERIOD **													
****100.0%	ENDING BALANCE 02/06/2006									1,234,567.89	0.00	0.00	1,234,567.89

# Cash Transfer Report (TF0100)

# Cash Transfer Report (TF0100)



## *Cash Transfer Report Windows*

The instructions focus on the following areas:

- ◆ Purpose of Report
- ◆ Launching the Report
- ◆ Main Selection Tab
- ◆ Sample Reports

### *Purpose of Report*

These instructions tell how to create transaction reports for the Cash Xfer (FI02TF/TV) subtab. The instructions for the following windows are identical:

- ◆ *Cash Transfer Report - TF (TFRQST)* window that opens when you click the  (Report [Ctrl+F11]) icon while maintaining a TF cash transfer on the Cash Xfer (FI02TF/TV) subtab. This window launches a Transfer Transactions (TF0100) report.
- ◆ *Cash Transfer Report - TV (TVRQST)* window that opens when you click the  (Report [Ctrl+F11]) icon while maintaining a TV cash transfer. This window launches a Transfer Transactions TV0100 report.

You can also open these windows from the *Job Menu* window.

The TF0100 and TV0100 reports have the same format. The only difference between them is that TF0100 lists only TF cash transfers and that TV0100 lists only TV cash transfers. Each site can decide how to use the different types, such as using TF transfers for transferring cash from one district to another and using TV transactions for transferring cash within the same district.

For each cash transfer, the report includes the following:

- ◆ A header line that lists the reference number, date, date entered, and approval date.
- ◆ One detail line for each account in the cash transfer. The minimum number of detail lines is 1, and the maximum is 500.

# Cash Transfer Report (TF0100)

Cash Transfer Report - TF (TFRQST) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS ...

File Options

Main Selection District(s)

### Cash Transfer Report - TF

District: 39 THE TRAIN USD

Report Title:

Date range: // - //

Transfer # range:  -

Date entered range: // - //

Report format: 1 - District Transfers

Sort by:  Date  Transfer #  Date Entered

Report type:  Approved  Unapproved  All

Default Usersec: YOY Yr:2008 Dist:39 Site:0 5/2/2017 2:48 PM

# Cash Transfer Report (TF0100)

07 QSS DEMONSTRATION DISTRICT		TRANSFER TRANSACTIONS										J9716	TF0100	H.00.03	06/27/07	PAGE	54					
TF transactions		Date last used from: 00/00/0000 To 99/99/9999										Transaction Number from: To 999999		Date entered from: 00/00/0000 To 99/99/9999								
APPROVED TRANSACTIONS ONLY																						
Number	Date	Entered	Description	Fd	Bdr	Sch	Resc	Y	Goal	Func	Objt	Type	Debit	Credit								
LN.	Di	Detail	descr																			
700669	06/30/2007	06/30/2007	075708 3rd quarter lottery	Entered by: JMF7 Approved: 07/22/2007 JMF7																		
7.	07			01-220-500-0000-0-0000-0000-8560-0000														20,346.42				
												TOTAL AMOUNT	0.00*	20,346.42*								
700670	06/30/2007	06/30/2007	075662 96/7 pl94-142 lcl asstn	Entered by: cd Approved: 07/22/2007 JMF7																		
1.	07			79-255-500-0000-0-0000-0000-9510-0000														214,342.00				
												TOTAL AMOUNT	0.00*	214,342.00*								
700672	06/30/2007	06/30/2007	refnd oasdi/medi pd to irs err	Entered by: cd Approved: 07/22/2007 JMF7																		
1.	07			86-250-500-0000-0-0000-0000-9589-0000														104.71				
2.	07			86-250-500-0000-0-0000-0000-9589-0000														104.71				
3.	07			86-250-500-0000-0-0000-0000-9589-0000														552.99				
4.	07			86-250-500-0000-0-0000-0000-9589-0000														552.99				
5.	07			01-220-500-0000-0-0000-0000-9210-0000															104.71			
6.	07			01-220-500-0000-0-0000-0000-9210-0000															104.71			
7.	07			01-220-500-0000-0-0000-0000-9210-0000															552.99			
8.	07			01-220-500-0000-0-0000-0000-9210-0000															552.99			
												TOTAL AMOUNT	1,315.40*	1,315.40*								
700673	06/30/2007	06/30/2007	jc000142 pri yr unsec tx	Entered by: cd Approved: 07/22/2007 JMF7																		
4.	07			01-220-500-0000-0-0000-0000-8043-0000														307.16				
												TOTAL AMOUNT	0.00*	307.16*								
700674	06/30/2007	06/30/2007	je007207 eraf final misc 96/97	Entered by: cd Approved: 07/22/2007 JMF7																		
2.	07			01-220-500-0000-0-0000-0000-8045-0000														424,947.88				
												TOTAL AMOUNT	0.00*	424,947.88*								
700676	06/30/2007	06/30/2007	UTOPIA CO TAXES	Entered by: JMF7 Approved: 07/22/2007 JMF7																		
4.	07			01-220-500-0000-0-0000-0000-8041-0000														73.00				
5.	07			01-220-500-0000-0-0000-0000-8021-0000														147.00				
												TOTAL AMOUNT	0.00*	220.00*								
700677	06/30/2007	06/30/2007	H/W J. SMITH NONPAY	Entered by: CB07 Approved: 07/31/2007 CB07																		
1.	07			01-220-500-0000-0-0000-0000-9514-0000														130.00				
2.	07			67-280-500-0000-0-0000-0000-8674-0000															130.00			
												TOTAL AMOUNT	130.00*	130.00*								
												DISTRICT TOTAL	57,491,470.54**	10,366,709.55**								
												GRAND TOTAL	57,491,470.54***	10,366,709.55***								



# General Ledger Reports (GLD110/115/125)

# General Ledger Reports (GLD110/115/125)

## *General Ledger Report Writer (GLDSUB) Window*

The instructions for launching this report focus on the following areas:

- ◆ Purpose of Report
- ◆ Launching the Report
- ◆ Main Selection Tab
- ◆ Sorts/Rollups Tab
- ◆ Sample Detailed General Ledger (GLD110)
- ◆ Sample General Ledger Recap Report (GLD115)
- ◆ Sample Trial Balance Report (GLD125)

### *Purpose of Report*

The *General Ledger Report Writer (GLDSUB)* window allows you to produce a variety of reports that break out financial activity by object. You can produce these reports for any range of dates within the current fiscal year. Some reports list only the general ledger objects, and other reports also include revenue and expense objects.

This report writer allows you to create the following reports:

- ◆ Detail GL (GLD110)
- ◆ GL Recap (GLD115)
- ◆ Trial Balance (GLD115)

### *Detail GL (GLD110)*

The Detailed General Ledger (GLD110) breaks out financial activity by object. The pattern for each object is the same: beginning balance at the start of the date range, financial transactions during the date range, and the ending balance. First, the report lists the general ledger objects; after that, it lists subsidiary revenue and expense objects (for report formats that include subsidiary objects). There are summaries of activity for each group of objects and for the entire report. This report can be hundreds of pages long, especially if you list the full detail of an entire year's worth of transactions for a large fund.

### *Report Formats*

When you launch this report, there are five choices of how to report the transactions for each object:

- ◆ **Format 1 - Detail including subsidiary ledgers** shows every transaction individually. For example, a purchase order has 25 encumbrances and partial payments. The report lists a separate detail line for every one of the transactions when it affects both a general ledger and a subsidiary object.

# General Ledger Reports (GLD110/115/125)

- ◆ **Format 2 - Detail without subsidiary ledgers** shows full detail only for the general ledger objects. It does not report the subsidiary revenue and expense objects. If a PO has 25 encumbrances and partial payments, the report itemizes only the transactions that effect the balance of GL objects.
- ◆ **Format 3 - Summarize, include sub. ledgers and collapse by Reference type** summarizes only the general ledger objects. For each object, the report summarizes activity for each reference type, such as PV for pay voucher, AP for Accounts Payable, or LB for liability payment. The report prints full detail for subsidiary objects.
- ◆ **Format 4 - Summarize, include sub. ledgers and collapse by Date within Type** summarizes only the general ledger objects. For each object, the report lists the activity for each day during the reporting period. The report prints full details for the subsidiary objects.
- ◆ **Format 5 - Summarize, include sub. ledgers and collapse by Reference number** summarizes only the general ledger objects. For each object, the report summarizes all transactions for a reference number. For example, purchase order 004832 has 25 individual payment transactions. Seven of the transactions effect the balance of Object 9110. All seven transactions are summarized into a single line for PO 004832.

## *Single- and Double-Line Format*

The *General Ledger Report Writer (GLDSUB)* window allows you to select whether to report each transaction on one or two detail lines in the **Lines per detail** box.

- ◆ If you select **1 - Line per detail**, each transaction is reported on a single line that includes the date, transaction type and number, description, vendor number, and warrant number. The description may be truncated to allow enough room for the vendor and warrant numbers.
- ◆ If you select **2 - Lines per detail**, each transaction is reported on a pair of lines. The first detail line reports the date, transaction type and number, vendor number, and account. The second detail line reports the transaction description and optional account description.

For a sample of these formats, see [page 9-266](#).

## *Balance Forward Options*

There are two ways for the report to show the balance forward for each object.

- ◆ By default, the report lists the balance forward for both the debit and credit columns.

# General Ledger Reports (GLD110/115/125)

- ◆ Your site can set up the report to show only a single balance forward amount for each object. If debits are greater than credits, the debit column shows the excess of debits over credits. If credits are greater than debits, the credit column shows the credit balance for the object.

For more information:

- ◆ See [page 9-266](#) for a sample of the two options.
- ◆ See [page 4-13](#) for instructions on using the GLD110 program option to select the format for the balance forward.

## *GL Recap GLD115*

The General Ledger Recap Report (GLD115) shows summarized financial activity for the reporting period you select. For each general ledger object, the report lists beginning balance, debits and credits for the reporting period, and the ending balance.

## *Trial Balance (GL125)*

The Trial Balance Report (GLD125) looks like a trial balance on an accounting worksheet. The report lists the total debits and credits posted to each object during the reporting period. For each sort group, the footers list the total debits and credits, so you can verify that the books are in balance.

# General Ledger Reports (GLD110/115/125)

General Ledger Report Writer (GLDSUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Reference Types | Sorts/Rollups | Accounts | District(s)

### General Ledger Report Writer

District: 39 THE TRAIN USD

From date: 07/01/2007 To date: 06/30/2008

Report title:

Include Approved/Unapproved GL trans: A - Approved transactions only.

Summarize revolving cash transactions:

Print account description:

Use reference values:

Combine GL sub-objects:

Select reports:

Detail GL (GLD110):  Settings:

Report format: 1 - Detail including subsidiary ledgers

Lines per detail: 1 - Line per detail Sort: 1 - Date

GL Recap (GLD115):  GL Recap - Grouping: 0 - Combined

Trial Balance (GLD125):

Usersec: Y010 \$USER DEA11 N Yr:2008 Dist:39 Site:0 5/2/2017 4:27 PM

# General Ledger Reports (GLD110/115/125)

General Ledger Report Writer (GLDSUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection  Reference Types  Sorts/Rollups  Accounts  District(s)

	Reference Type	Low Value	High Value
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
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14			
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16			
17			
18			
19			

Usersec: Y010 \$USER DEA11 N Yr:2008 Dist:39 Site:0 5/2/2017 4:28 PM

# General Ledger Reports (GLD110/115/125)

General Ledger Report Writer (GLDSUB) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Reference Types | **Sorts/Rollups** | Accounts | District(s)

Restricted/Unrestricted: C - Combine Restricted/Unrestricted

Restricted Field: RS - Resource

	Sort	Rollup	Page
▶ 1	F3 - Fund		
2			
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Usersec: Y010 \$USER DEA11 N Yr:2008 Dist:39 Site:0 5/2/2017 4:28 PM

# General Ledger Reports (GLD110/115/125)

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File Options

Main Selection | Reference Types | Sorts/Rollups | **Accounts** | District(s)

Fnd	Resc	Y	Objt	SO	Goal	Func	CstCtr	Ste	Mngr	Field	Range	
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# General Ledger Reports (GLD110/115/125)

## Sample of One Line Per Detail

07 QSS UNIFIED SCHOOL DISTRICT		DETAILED GENERAL LEDGER				J1118	GLD110	H.00.20	02/18/05	PAGE	6				
SAMPLE 1 DETAIL LINE		07/01/2005 TO 06/30/2006													
Fund :01		GENERAL FUND													
DATE	REFERENCE	Fd	Bdr	Sch	Resc	Y	Goal	Func	Objt	Type	TRANS	DESC	VENDOR WARRANT	DEBIT	CREDIT
9110	CASH IN COUNTY TREASURY														
07/31/05	TF 700057	01	220	500	0000	0	0000	0000	8043	0000	jc000060	prior year unsecured		619.55	0.00
07/31/05	TF 700018	01	220	500	0000	0	0000	0000	9161	0000	outlawed warrants 12/31/04			22,285.48	0.00
08/01/05	<AP 503569>	01	000	000	0000	0	0000	0000	9110	0000	29034	AMERICAN FIDELITY	3503569	0.00	6,939.07
08/01/05	<AP 503548>	01	000	000	0000	0	0000	0000	9110	0000	24018	AMERICAN FIDELITY LIFE	3503548	0.00	1,513.70
08/01/05	<AP 503546>	01	000	000	0000	0	0000	0000	9110	0000	24014	AMERICAN FIEDLITY	3503546	0.00	2,521.05

## Sample of Two Lines Per Detail

07 QSS UNIFIED SCHOOL DISTRICT		DETAILED GENERAL LEDGER				J1117	GLD110	H.00.20	02/18/05	PAGE	11			
SAMPLE 2 DETAIL LINES		07/01/2005 TO 06/30/2006												
Fund :01		GENERAL FUND												
DATE	REFERENCE	VENDOR WARRANT	Fd	Bdr	Sch	Resc	Y	Goal	Func	Objt	Type	DEBIT	CREDIT	
9110	CASH IN COUNTY TREASURY													
07/31/2005	TF 700057		01	220	500	0000	0	0000	0000	8043	0000	619.55	0.00	
	jc000060 prior year unsecured													
07/31/2005	TF 700018		01	220	500	0000	0	0000	0000	9161	0000	22,285.48	0.00	
	outlawed warrants 12/31/04													
08/01/2005	<AP 503569>	29034	3503569	01	000	000	0000	0	0000	0000	9110	0000	0.00	6,939.07
	AMERICAN FIDELITY													
08/01/2005	<AP 503548>	24018	3503548	01	000	000	0000	0	0000	0000	9110	0000	0.00	1,513.70
	AMERICAN FIDELITY LIFE													
08/01/2005	<AP 503546>	24014	3503546	01	000	000	0000	0	0000	0000	9110	0000	0.00	2,521.05
	AMERICAN FIEDLITY													

# General Ledger Reports (GLD110/115/125)

## Sample GL Objects Page

07 QSS UNIFIED SCHOOL DISTRICT J274		DETAILED GENERAL LEDGER				GLD110	H.00.22	02/01/06	16:14	PAGE	6			
SAMPLE FOR DOCUMENTATION		04/28/2006 TO 05/03/2006												
Fund	:01	GENERAL FUND												
DATE	REFERENCE	VENDOR	WARRANT	Fd	Bdr	Sch	Resc	Y	Goal	Func	Objt	Type	DEBIT	CREDIT
-----														
9514	HEALTH & WELFARE													
	TOTAL ACTIVITY											51,901.73	51,667.60	
	ENDING BALANCE 05/03/2006												9,606.16	
9515	UNEMPLOYMENT INSURANCE													
	BALANCE FORWARD 04/28/2006											4,399.45	3,596.38	
	04/30/2006	PY 043006		01-220-500-0000-0-0000-0000-9515-0000									0.00	277.79
		BN-ECM	04/30/06											
	TOTAL ACTIVITY											0.00	277.79	
	ENDING BALANCE 05/03/2006											525.28		
9516	WORKERS COMPENSATION													
	BALANCE FORWARD 04/28/2006											117,007.00	84,851.84	
	04/30/2006	PY 043006		01-220-500-0000-0-0000-0000-9516-0000									0.00	9,695.05
		BN-ECM	04/30/06											
	TOTAL ACTIVITY											0.00	9,695.05	
	ENDING BALANCE 05/03/2006											22,460.11		
9518	SALES/USE TAX													
	BALANCE FORWARD 04/28/2006											2,040.68	2,411.94	
	04/29/2006	PO 001280	1113	3535895	01-220-500-0000-0-0000-0000-9518-0000								0.00	9.06
		COMPUTER OPTIONS FOR												
	04/29/2006	PO 001129	1036	3535902	01-220-500-0000-0-0000-0000-9518-0000								0.00	5.00
		K-LOG												
	04/29/2006	PO 001111	1025	3535908	01-220-500-0000-0-0000-0000-9518-0000								0.00	2.72
		REGENTS OF UC												
	05/02/2006	PO 001276	9557	3536354	01-220-500-0000-0-0000-0000-9518-0000								0.00	51.72
		MAC WAREHOUSE												
	05/02/2006	PO 001272	7911	3536359	01-220-500-0000-0-0000-0000-9518-0000								0.00	3.63
		TOYS FOR SPECIAL CHILDREN												
	TOTAL ACTIVITY											0.00	72.13	
	ENDING BALANCE 05/03/2006												443.39	

# General Ledger Reports (GLD110/115/125)

## Sample Subsidiary Objects Page (Format 1 Only)

07 QSS UNIFIED SCHOOL DISTRICT		J274	DETAILED GENERAL LEDGER				GLD110	H.00.22	02/01/06	16:14	PAGE	61		
SAMPLE FOR DOCUMENTATION			04/28/2006 TO 05/03/2006											
Fund	:01	GENERAL FUND												
DATE	REFERENCE	VENDOR	WARRANT	Fd	Bdr	Sch	Resc	Y	Goal	Func	Objt	Type	DEBIT	CREDIT
		TRANSACTION DESCRIPTION												
3311	OASDI-CERTIFICATED													
04/30/2006	FY 043006			01	800	445	2420	0	3500	1000	3311	4280	75.71	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	800	430	2410	0	3600	1000	3311	9050	10.65	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	650	110	6500	0	5160	1000	3311	9020	1.62	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	600	110	6500	0	5160	1000	3311	2815	115.45	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	600	110	6500	0	5110	1000	3311	9050	66.43	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	600	110	6500	0	5001	3120	3311	9050	18.60	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	650	120	6500	0	5160	1000	3311	9050	88.49	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	650	130	6500	0	5160	1000	3311	9050	27.14	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	800	444	2420	0	3500	1000	3311	4034	68.21	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	800	444	2420	0	3500	1000	3311	9050	11.79	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	800	442	2420	0	3500	1000	3311	9050	4.96	0.00
	BN-ECM	04/30/06												
	TOTAL ACTIVITY												489.05	0.00
	ENDING BALANCE 05/03/2006												5,847.76	
3312	OASDI-CLASSIFIED													
	BALANCE FORWARD 04/28/2006												166,381.46	13,590.36
04/29/2006	JE 000400			01	800	500	4230	0	4760	2150	3312	0047	490.00	0.00
	Charge Americorps Expenses													
04/29/2006	JE 000400			01	110	600	5811	8	8100	5000	3312	0047	0.00	490.00
	Charge Americorps Expenses													
04/30/2006	FY 043006			01	220	500	0000	0	0000	7300	3312	2825	278.66	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	220	500	0000	0	0000	7350	3312	4315	166.22	0.00
	BN-ECM	04/30/06												
04/30/2006	FY 043006			01	220	500	0000	0	0000	7350	3312	4345	103.06	0.00
	BN-ECM	04/30/06												

# General Ledger Reports (GLD110/115/125)

07 QSS DEMONSTRATION DISTRICT SAMPLE FORMAT 3		SUMMARY GENERAL LEDGER 04/28/2006 TO 05/04/2006				J4684	GLD110	H.00.05	05/04/99	PAGE	1		
Fund	:01	GENERAL FUND											
DATE	REFERENCE	VENDOR WARRANT	Fd	Bdr	Sch	Resc	Y	Goal	Func	Objt	Type	DEBIT	CREDIT
-----													
9110	CASH IN COUNTY TREASURY												
	BALANCE FORWARD 04/28/2006											12,458,243.38	9,549,943.12
05/04/2006	AR-xxxxxx		01	000	000	6500	0	0000	0000	9110	0000	254.00	0.00
	A/R Received Summary												
05/04/2006	AP-xxxxxx		01	000	000	0000	0	0000	0000	9110	0000	0.00	265,473.32
	Accts. Payable Summary												
05/04/2006	DC-xxxxxx		01	000	000	0000	0	0000	0000	9110	0000	1,380.25	0.00
	Deposit Summary												
05/04/2006	DC-xxxxxx		01	000	000	0001	0	0000	0000	9110	0000	280.00	0.00
	Deposit Summary												
05/04/2006	DC-xxxxxx		01	000	000	6500	0	0000	0000	9110	0000	100.80	0.00
	Deposit Summary												
05/04/2006	DC-xxxxxx		01	000	000	9010	0	0000	0000	9110	0000	31.74	0.00
	Deposit Summary												
05/04/2006	DC-xxxxxx		01	000	000	9010	8	0000	0000	9110	0000	1,500.00	0.00
	Deposit Summary												
05/04/2006	PY-xxxxxx		01	000	000	0000	0	0000	0000	9110	0000	80.00	0.00
	Payroll Summary												
05/04/2006	PY-xxxxxx		01	000	000	5811	8	0000	0000	9110	0000	808.10	0.00
	Payroll Summary												
05/04/2006	TF-xxxxxx		01	000	000	0000	0	0000	0000	9110	0000	3,625,115.39	516,420.48
	Transfer Summary												
05/04/2006	TF-xxxxxx		01	000	000	5575	0	0000	0000	9110	0000	13,188.00	0.00
	Transfer Summary												
05/04/2006	TF-xxxxxx		01	000	000	6350	0	0000	0000	9110	0000	50,599.00	0.00
	Transfer Summary												
05/04/2006	TF-xxxxxx		01	000	000	6500	0	0000	0000	9110	0000	12,906.00	23,451.00
	Transfer Summary												
05/04/2006	TF-xxxxxx		01	000	000	7005	0	0000	0000	9110	0000	0.00	3.00
	Transfer Summary												
05/04/2006	TF-xxxxxx		01	000	000	7240	0	0000	0000	9110	0000	58,347.00	0.00
	Transfer Summary												
	TOTAL ACTIVITY											3,764,590.28	805,347.80
	ENDING BALANCE 05/04/2006											5,867,542.74	
9130	REVOLVING CASH ACCOUNT												
	BALANCE FORWARD 04/28/2006											50.00	0.00
05/04/2006	RC-xxxxxx		01	000	000	0000	0	0000	0000	9130	0000	0.00	315.00
	RC PENDING REIMBURSEMENT												
	TOTAL ACTIVITY											0.00	315.00
	ENDING BALANCE 05/04/2006												265.00
9135	CASH W/ FISCAL AGENT												
	BALANCE FORWARD 04/28/2006											3,402,265.97	0.00
	TOTAL ACTIVITY											0.00	0.00
	ENDING BALANCE 05/04/2006											3,402,265.97	

# General Ledger Reports (GLD110/115/125)

07 QSS DEMONSTRATION DISTRICT SAMPLE FORMAT 4		SUMMARY GENERAL LEDGER 04/28/2006 TO 05/04/2006				J4683	GLD110	E.00.05	05/04/99	PAGE	1	
Fund	:01	GENERAL FUND										
DATE	REFERENCE VENDOR WARRANT TRANSACTION DESCRIPTION	Fd	Bdr	Sch	Resc	Y	Goal	Func	Objt	Type	DEBIT	CREDIT
9110	CASH IN COUNTY TREASURY											
	BALANCE FORWARD 04/28/2006										12,458,243.38	9,549,943.12
04/28/2006	AR-xxxxxx A/R Received Summary	01-000-000-6500-0-0000-0000-9110-0000									254.00	0.00
04/28/2006	TF-xxxxxx Transfer Summary	01-000-000-0000-0-0000-0000-9110-0000									80,754.88	2,802.00
04/28/2006	TF-xxxxxx Transfer Summary	01-000-000-6350-0-0000-0000-9110-0000									50,599.00	0.00
04/28/2006	TF-xxxxxx Transfer Summary	01-000-000-6500-0-0000-0000-9110-0000									12,906.00	23,451.00
04/28/2006	TF-xxxxxx Transfer Summary	01-000-000-7005-0-0000-0000-9110-0000									0.00	3.00
04/28/2006	TF-xxxxxx Transfer Summary	01-000-000-7240-0-0000-0000-9110-0000									58,347.00	0.00
04/29/2006	AP-xxxxxx Accts. Payable Summary	01-000-000-0000-0-0000-0000-9110-0000									0.00	177,236.07
04/29/2006	TF-xxxxxx Transfer Summary	01-000-000-0000-0-0000-0000-9110-0000									3,525,868.94	0.00
04/30/2006	DC-xxxxxx Deposit Summary	01-000-000-0000-0-0000-0000-9110-0000									1,380.25	0.00
04/30/2006	DC-xxxxxx Deposit Summary	01-000-000-0001-0-0000-0000-9110-0000									280.00	0.00
04/30/2006	DC-xxxxxx Deposit Summary	01-000-000-6500-0-0000-0000-9110-0000									100.80	0.00
04/30/2006	DC-xxxxxx Deposit Summary	01-000-000-9010-0-0000-0000-9110-0000									31.74	0.00
04/30/2006	DC-xxxxxx Deposit Summary	01-000-000-9010-8-0000-0000-9110-0000									1,500.00	0.00
04/30/2006	TF-xxxxxx Transfer Summary	01-000-000-0000-0-0000-0000-9110-0000									17,628.64	500,457.20
05/01/2006	PY-xxxxxx Payroll Summary	01-000-000-0000-0-0000-0000-9110-0000									80.00	0.00
05/01/2006	PY-xxxxxx Payroll Summary	01-000-000-5811-8-0000-0000-9110-0000									808.10	0.00
05/01/2006	TF-xxxxxx Transfer Summary	01-000-000-0000-0-0000-0000-9110-0000									787.93	13,130.00
05/02/2006	AP-xxxxxx Accts. Payable Summary	01-000-000-0000-0-0000-0000-9110-0000									0.00	88,237.25
05/02/2006	TF-xxxxxx Transfer Summary	01-000-000-0000-0-0000-0000-9110-0000									75.00	31.28
05/02/2006	TF-xxxxxx Transfer Summary	01-000-000-5575-0-0000-0000-9110-0000									13,188.00	0.00
	TOTAL ACTIVITY										3,764,590.28	805,347.80
	ENDING BALANCE 05/04/2006										5,867,542.74	

# General Ledger Reports (GLD110/115/125)

07 QSS DEMONSTRATION DISTRICT		SUMMARY GENERAL LEDGER				J4686	GLD110	H.00.05	05/04/99	PAGE	1			
SAMPLE FORMat 5		04/28/2006 TO 05/04/2006												
Fund	:01	GENERAL FUND												
DATE	REFERENCE	VENDOR	WARRANT	Fd	Bdr	Sch	Resc	Y	Goal	Func	Objt	Type	DEBIT	CREDIT
-----														
9110	CASH IN COUNTY TREASURY													
	BALANCE FORWARD 04/28/2006													
	04/28/2006	AR-960408		01-000-000-6500-0-0000-0000-9110-0000									12,458,243.38	9,549,943.12
		074363 special ed											254.00	0.00
	04/28/2006	TF-700526		01-000-000-0000-0-0000-0000-9110-0000									80,430.00	2,802.00
		074363 principal apportionment												
	04/28/2006	TF-700526		01-000-000-6350-0-0000-0000-9110-0000									50,599.00	0.00
		074363 principal apportionment												
	04/28/2006	TF-700526		01-000-000-6500-0-0000-0000-9110-0000									12,906.00	23,451.00
		074363 principal apportionment												
	04/28/2006	TF-700526		01-000-000-7005-0-0000-0000-9110-0000									0.00	3.00
		074363 principal apportionment												
	04/28/2006	TF-700526		01-000-000-7240-0-0000-0000-9110-0000									58,347.00	0.00
		074363 principal apportionment												
	04/28/2006	TF-700505		01-000-000-0000-0-0000-0000-9110-0000									324.88	0.00
		CORRECT DC#700074 POSTING												
	04/29/2006	AP-042906		01-000-000-0000-0-0000-0000-9110-0000									0.00	177,236.07
		ACCOUNTS PAYABLE 04/29/06												
	04/29/2006	TF-700537		01-000-000-0000-0-0000-0000-9110-0000									2,458,571.80	0.00
		jc000081 eraf dist 50% 2nd ins												
	04/29/2006	TF-700531		01-000-000-0000-0-0000-0000-9110-0000									1,067,273.87	0.00
		jc000081 secured prop taxes												
	04/29/2006	TF-700519		01-000-000-0000-0-0000-0000-9110-0000									23.27	0.00
		pers final march 06												
	04/30/2006	DC-700076		01-000-000-0000-0-0000-0000-9110-0000									1,380.25	0.00
		074433 CREDENTIAL LUNCH,GG LUN												
	04/30/2006	DC-700076		01-000-000-0001-0-0000-0000-9110-0000									280.00	0.00
		074433 CREDENTIAL LUNCH,GG LUN												
	04/30/2006	DC-700076		01-000-000-6500-0-0000-0000-9110-0000									100.80	0.00
		074433 CREDENTIAL LUNCH,GG LUN												
	04/30/2006	DC-700076		01-000-000-9010-0-0000-0000-9110-0000									31.74	0.00
		074433 CREDENTIAL LUNCH,GG LUN												
	04/30/2006	DC-700076		01-000-000-9010-8-0000-0000-9110-0000									1,500.00	0.00
		074433 CREDENTIAL LUNCH,GG LUN												
	04/30/2006	TF-700522		01-000-000-0000-0-0000-0000-9110-0000									0.00	500,000.00
		final trans repayment												
	04/30/2006	TF-700527		01-000-000-0000-0-0000-0000-9110-0000									0.00	457.20
		jc000096 96/06 sec tax refund												
	04/30/2006	TF-700528		01-000-000-0000-0-0000-0000-9110-0000									17,628.64	0.00
		jc000101 96/06 howners tx relf												
	05/01/2006	TF-700520		01-000-000-0000-0-0000-0000-9110-0000									0.00	13,130.00
		DELTA PR/RET 4/06												
	05/01/2006	PY-013525		01-000-000-5811-8-0000-0000-9110-0000									808.10	0.00
		JOHN SMITH-JONES												
	05/01/2006	TF-700521		01-000-000-0000-0-0000-0000-9110-0000									787.93	0.00
		SP?? ??????RE 4/06 BEN												

# General Ledger Reports (GLD110/115/125)

## Sample Body Page

07 QSS UNIFIED SCHOOL DISTRICT SEGREGATED OPTION		GENERAL LEDGER RECAP REPORT 07/01/2005 TO 06/30/2006		J282	GLD115	H.00.06	02/01/06	PAGE	37
Fund	:01	GENERAL FUND	Resource:1030	TRANS					
DESCRIPTION			BEG BALANCE	DEBIT	CREDIT	BALANCE			
9110		CASH IN COUNTY TREASURY ENDING BALANCE 9110 :	0.00	5,985.58	0.00	5,985.58			
9209		ACCOUNTS RECEIVABLE-SETUP ENDING BALANCE 9209 :	0.00	12,269.92	0.00	12,269.92			
9210		ACCOUNTS RECEIVABLE ENDING BALANCE 9210 :	0.00	0.00	5,985.58	5,985.58-			
9330		PREPAID EXPENDITURES ENDING BALANCE 9330 :	0.00	0.00	13,804.21	13,804.21-			
9650		DEFERRED REVENUE ENDING BALANCE 9650 :	0.00	15,790.25	0.00	15,790.25			
9710		RESERVES NONEXPENDIBLE ASSETS ENDING BALANCE 9710 :	0.00	390,562.00	419,072.00	28,510.00-			
9790		FUND BAL-UNDESIG/UNAPPROP ENDING BALANCE 9790 :	0.00	248,503.00	272,876.00	24,373.00-			
9810		ESTIMATED REVENUES ENDING BALANCE 9810 :	0.00	691,948.00	0.00	691,948.00			
9820		APPROPRIATIONS ENDING BALANCE 9820 :	0.00	0.00	639,065.00	639,065.00-			
9840		REVENUES ENDING BALANCE 9840 :	0.00	40,207.96	265,534.07	225,326.11-			
9850		EXPENDITURES ENDING BALANCE 9850 :	0.00	222,888.32	13,804.21	209,084.11			

## Sample Summary Page

07 QSS UNIFIED SCHOOL DISTRICT SEGREGATED OPTION		GENERAL LEDGER RECAP REPORT 07/01/2005 TO 06/30/2006		J282	GLD115	H.00.06	02/01/06	PAGE	38
Fund	:01	GENERAL FUND	Resource:1030	TRANS					
DESCRIPTION			BEG BALANCE	DEBIT	CREDIT	BALANCE			
TOTAL ASSETS ( 9100 - 9499 )				0.00	1,534.29				
TOTAL LIABILITIES ( 9500 - 9699 )				15,790.25	0.00				
TOTAL FUND BALANCE ( 9700 - 9789 ) ( 9790 - 9799 )				0.00	52,883.00				

# General Ledger Reports (GLD110/115/125)

## Sample Combined Format (Balance Sheet Fields Only)

07 QSS UNIFIED SCHOOL DISTRICT COMBINED OPTION		GENERAL LEDGER RECAP REPORT 07/01/2005 TO 06/30/2006		J281	GLD115	H.00.06	02/01/06	PAGE	5
Fund	:01	GENERAL FUND							
DESCRIPTION		BEG BALANCE	DEBIT	CREDIT	BALANCE				
9509	ACCOUNTS PAYABLE-SETUP								
Resource:2500	PREGNANT MINORS	0.00	0.00	54,648.49	54,648.49-				
Resource:3315	SP ED-PRSCH ENT NON RIS	0.00	0.00	1,933.06	1,933.06-				
Resource:3330	SP ED-INFANT DISCRETIONARY	0.00	0.00	923.49	923.49-				
Resource:3340	SP ED-INSERVICE TRAINING	0.00	0.00	222.33	222.33-				
Resource:3345	SP ED-PRSCH STAFF DEVELOPMENT	0.00	0.00	121.56	121.56-				
Resource:3385	SP ED-EARLY INTERVENTION GRNTS	0.00	0.00	13,765.96	13,765.96-				
Resource:3710	IASA-DRUG FREE SCH-ENTITLEMENT	0.00	0.00	373.70	373.70-				
Resource:4230	BILINGUAL ED-DISCR GRANTS	0.00	0.00	1,856.72	1,856.72-				
Resource:5575	CALSERVE-LEARN & SERVE AMERICA	0.00	0.00	314.62	314.62-				
Resource:5811	AMERICORPS	0.00	0.00	356.47	356.47-				
Resource:6350	ROC/P APPORTIONMENT	0.00	0.00	469,748.89	469,748.89-				
Resource:6500	SPECIAL EDUCATION	0.00	0.00	45,065.17	45,065.17-				
Resource:7160	INSTR MAT-GRADES 9-12	0.00	0.00	917.46	917.46-				
Resource:7235	TRANSPORTATION-BUS REPLACEMENT	0.00	0.00	59,917.10	59,917.10-				
Resource:7240	TRANSPORTATION-SPECIAL ED	0.00	0.00	3,772.92	3,772.92-				
Resource:7270	STAFF DEV-MENTOR TEACHER PGM	0.00	0.00	66.31	66.31-				
Resource:9010	OTHER LOCAL	0.00	0.00	100.00	100.00-				
Resource:9014	YOLO FLOOD CONTROL	0.00	0.00	876.47	876.47-				
Resource:9017	BUS REPLACEMENT	0.00	0.00	36,757.77	36,757.77-				
Resource:9018	SWITP	0.00	0.00	4,263.77	4,263.77-				
Resource:9025	DISTRICTS	0.00	0.00	107.33	107.33-				
Resource:9026	MINIGRANTS	0.00	0.00	25.53	25.53-				
	ENDING BALANCE 9509	0.01	69,069.45	4,808,444.18	4,739,374.72-				
9510	ACCOUNTS PAYABLE 9510								
Resource:0000	NO REPORTING REQUIREMENT	3,519,886.22-	2,945,048.42	80,191.01	655,028.81-				
Resource:0001	STRIVING FOR EXCELLENCE	0.00	2,317.11	520,415.61	518,098.50-				
Resource:0002	ACADEMIC DECATHALON	0.00	236.50	1,873.56	1,637.06-				
Resource:0003	AB 1200 FISCAL OVERSIGHT	0.00	0.00	7,132.09	7,132.09-				
Resource:0005	MULTIMEDIA	0.00	0.00	14,622.48	14,622.48-				
Resource:0006	COPY CENTER	0.00	0.00	18,211.04	18,211.04-				
Resource:0007	CONFERENCE CENTER	0.00	0.00	22,852.01	22,852.01-				
Resource:0008	COVEY	0.00	0.00	7,422.78	7,422.78-				
Resource:1100	STATE LOTTERY	0.00	869.09	0.00	869.09				
Resource:2410	JUVENILE HALL	0.00	98.42	0.00	98.42				
Resource:2420	COURT COMMUNITY SCHOOLS	0.00	1,113.83	0.00	1,113.83				



# General Ledger Reports (GLD110/115/125)

040 QSS DEMONSTRATION DISTRICT SAMPLE FOR DOCUMENTATION		TRIAL BALANCE REPORT 05/15/2017 TO 05/25/2017		J1615	GLD125	L.00.01	06/07/17	PAGE	1
CNTL ACCT	ACCOUNT DESCRIPTION	DEBIT AMOUNT	CREDIT AMOUNT						
9110	CASH IN COUNTY TREASURY	22,155,300.28	2,140,897.95						
9111	FV ADJ. TO CASH CNTY. TREA		121,096.05						
9120	CASH IN BANK(S)	42,247.04	2,579.04						
9130	REVOLVING CASH ACCOUNT	70,000.00							
9135	CASH WITH FISCAL AGENT	6,874,586.33							
9200	ACCOUNTS RECEIVABLE	917,791.03	17,280.40						
9205	INVOICE RECEIVABLES	183,248.60							
9207	DOUBTFUL ACCT ALLOWANCE		94,604.00						
9290	DUE FROM GRANTOR GOV	11,891,030.11	381,650.00						
9310	DUE FROM OTHER FUNDS	212,179.80							
9320	STORES	311,216.21							
9321	OVERHEAD	3.21	1,237.99						
9322	PURCHASES	9,555.46							
9323	ISSUES	160.38	61,897.12						
9330	PREPAID EXPENDITURES	38,450.07							
9331	PREPAID POSTAGE (PRESORT)	12,024.00							
9500	ACCOUNTS PAYABLE		5,850,037.66						
9517	PAYABLES	1,530.66							
9519	SALES TAX LIABILITY		344.52						
9530	CA STATE WITHHOLDING	578.95	208.94						
9554	WORKERS COMPENSATION	129.50	87,554.96						
9556	RETIREMENT		8,625.76						
9557	HEALTH INSURANCE		744,255.69						
9558	ANNUITIES		132,292.64						
9560	WAGE GARNISHMENTS		11,130.50						
9561	MISC PAYABLES		35,627.35						
9563	CREDIT UNIONS		28,165.97						
9565	PAYROLL TAXES		733,444.80						
9573	OPER- PAYABLES		54,020.02						
9610	DUE TO OTHER FUNDS		1,538,805.74						
9640	CURRENT LOANS		6,860,975.52						
9650	DEFERRED REVENUE		1,246,798.00						
9790	UNDESIGNATED/UNAPPROP	16,299,255.00	8,387,735.00						
9791	BEGINNING FUND BALANCE		23,824,078.48						
9810	ESTIMATED REVENUE	8,387,735.00							
9820	APPROPRIATIONS		16,299,255.00						
9840	REVENUES	19,527.99	40,643.30						
9850	EXPENDITURES	1,278,712.78	20.00						
<b>TOTAL</b>		<b>68,705,262.40</b>	<b>68,705,262.40</b>						

# Financial Summary Report (FAR300)

# Financial Summary Report (FAR300)

## *Financial Summary Report Writer (FARSB3) Window*

The instructions for launching this report focus on the following areas:

- ◆ Purpose of Report
- ◆ Launching the Report
- ◆ Main Selections Tab
- ◆ Sorts/Rollups Tab
- ◆ Sample Financial Summary Report (FAR300)

### *Purpose of Report*

The *Financial Summary Report Writer (FARSB3)* window allows you to launch four different formats of the Financial Summary Report (FAR300). This report summarizes financial activity by object. You can produce this report for any date range during the current fiscal year. The report includes financial activity for the reporting period and year-to-date. It also includes the percentage of budget spent for expense accounts.

There are four report formats. You can choose any one of the following each time you produce a Financial Summary Report (FAR300):

- ◆ **Format 1: BUD-86.** This format summarizes financial activity by object for the following:
  - ◇ Beginning balance
  - ◇ Current year revenues
  - ◇ Total beginning balance and revenue
  - ◇ Expenses
  - ◇ Ending balance
  - ◇ Fund balance (beginning balance + revenues - expenses)
- ◆ **Format 2: GL Summary Report.** This format summarizes financial activity by object for the following:
  - ◇ Assets
  - ◇ Liabilities
  - ◇ Fund balance
  - ◇ Budgetary accounts
  - ◇ Control accounts
  - ◇ Total for assets through control accounts
  - ◇ Current year revenue
  - ◇ Expense

# Financial Summary Report (FAR300)

- ◆ **Format 3: GL Summary with Expense Breakout.** This format summarizes financial activity by object for the following:
  - ◇ Assets
  - ◇ Liabilities
  - ◇ Fund balance
  - ◇ Budgetary accounts
  - ◇ Control accounts
  - ◇ Total for assets through control accounts
  - ◇ Current year revenue
  - ◇ Certificated payroll expense
  - ◇ Classified payroll expense
  - ◇ Employee benefits expense
  - ◇ Books and supplies expense
  - ◇ Services and other operations expense
  - ◇ Capital outlay
  - ◇ Other outgo
  - ◇ Total expense for certificated payroll through other outgo
  
- ◆ **Format 4: BUD-86 with Expense Breakout.** This format summarizes financial activity by object for the following:
  - ◇ Beginning balance
  - ◇ Current year revenue
  - ◇ Total beginning balance plus revenue
  - ◇ Certificated payroll expense
  - ◇ Classified payroll expense
  - ◇ Employee benefit expense
  - ◇ Books and supplies expense
  - ◇ Services and other operating expense
  - ◇ Capital outlay
  - ◇ Other outgo
  - ◇ Total expense for certificated payroll through other outgo
  - ◇ Ending balance
  - ◇ Fund balance (beginning balance + revenues - expenses)

The list of formats at your site may vary. The format of this report is controlled by format files that can be customized for different sites. For more information, see [page 4-7](#).

All of these report formats have the same detail line. For each object, the report presents the following information:

# Financial Summary Report (FAR300)

- ◆ Object and description
- ◆ Beginning balance (for general ledger control accounts) or budget
- ◆ Current activity for reporting period specified on launch screen
- ◆ Year to date activity
- ◆ Encumbrances
- ◆ Balance remaining
- ◆ Percentage used for expense accounts

This report allows you to select transactions by reference type. Each transaction has a reference type code and a transaction number, such as PO-004434 (purchase order 4434) or TC-113327 (travel claim number 113327). You can specify that only certain types of transactions, such as purchase orders, pay vouchers, or tax warrants be included in the report. For more information, see “Reference Types Tab” on [page 9-30](#).

# Financial Summary Report (FAR300)

## Control file CTFARSB3

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\$QSS_DATA/data/CTFAR300	Report in 'BUD-86' format
\$QSS_DATA/data/CTGLREP	GL Summary report
\$QSS_DATA/data/CTGLEXP	GL Summary with exp. breakout
\$QSS_DATA/data/CTB860BJ	'BUD-86' with expense breakout
:EOD	

Col. 1 - 30 = File name of report template  
 31 - 60 = Description  
 61 - 80 = Reserved

# Financial Summary Report (FAR300)

Control file CTFAR300

```

1 BUD86 control file.  Template created 10/14/92.  Last edit: 05/03/03
109100      9499      9500      9699      Beginning balance
208000      8019
218020      8079      Revenue Limit - Property Tax
228080      8099      Revenue Limit - Other
238100      8299      Federal Revenues
248300      8599      Other State Revenues
258600      8799      Other Local Revenues
268800      8899
278900      8929      Interfund Transfers In
288930      8999      All Other Financing Sources
301000      7999      Expense
409700      9799      Ending balance
:EOD
XYLLLLLLLLHHHHHHHLLLLLLLLHHHHHHHTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTTT
^^\_____/_____/_____/_____/_____/_____
|| ^Low  ^High ^Lo  ^Hi  ^Section title
||  Object Object Object Object
||
||-----> Sub-section
|
|----> Section number

```

# Financial Summary Report (FAR300)

Financial Summary Report Writer (FARSB3) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection |  Reference Types |  Sorts/Rollups |  Accounts |  District(s)

**Financial Summary Report Writer**

District: 39 THE TRAIN USD

From Date: 07/01/2007 To Date: 06/30/2008

Report Title:

	Report Format	Template	Last Updated
▶ 1	Report in 'BUD-86' format	\$QSS_DATA/data/CT	WED, JAN 09, 2008, 01:14 PM
2	GL Summary report	\$QSS_DATA/data/CT	WED, JAN 09, 2008, 01:14 PM
3	GL Summary with exp. breakout	\$QSS_DATA/data/CT	WED, JAN 09, 2008, 01:14 PM
4	'BUD-86' with expense breakout	\$QSS_DATA/data/CT	WED, JAN 09, 2008, 01:14 PM

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Budget source: R - Revised

Include Budget Transfers: N - No Budget Transfers

Include Approved/Unapproved GL Trans: A - Approved transactions only.

Exclude Pre-Encumbrances:

Use Reference Values:

Default Usersec: YYRNANNO

Yr:2008 Dist:39 Site:0 5/2/2017 4:37 PM



# Financial Summary Report (FAR300)

Financial Summary Report Writer (FARSB3) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection  Reference Types |  Sorts/Rollups |  Accounts |  District(s)

	Reference Type	Low Value	High Value
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Default Usersec: YYRNANNO Yr:2008 Dist:39 Site:0 5/2/2017 4:38 PM

# Financial Summary Report (FAR300)

Financial Summary Report Writer (FARSB3) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Reference Types | **Sorts/Rollups** | Accounts | District(s)

Restricted/Unrestricted: C - Combine Restricted/Unrestricted  
 Restricted Field: RS - Resource

Summarize income OBJT to [ ] digits  
 Summarize expense OBJT to [ ] digits

	Sort	Rollup	Income	Rollup	Expense	Rollup
▶ 1	F3 - Fund					
2						
3						
4						
5						
6						
7						
8						
9						
10						

Default Usersec: YYRNANO Yr:2008 Dist:39 Site:0 5/2/2017 4:38 PM

# Financial Summary Report (FAR300)

Financial Summary Report Writer (FARSB3) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Reference Types | Sorts/Rollups | **Accounts** | District(s)

Fld	Resc	Y	Objt	SO	Goal	Func	CstCtr	Ste	Mngr	Field	Range	
											Low	High
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			
L	???	?????	-?	?????	-??	?????	-?????	?????	?????			

Default Usersec: YYRNANO Yr:2008 Dist:39 Site:0 5/2/2017 4:39 PM

# Financial Summary Report (FAR300)

040 QSS UNIFIED SCHOOL DISTRICT J1658		Financial Summary Report		FAR300	L.00.05	06/12/17 19:29	PAGE	1
SAMPLE FORMAT 1		07/01/2016 - 04/14/2017						
Object	Fund :01 GENERAL FUND	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	#used	
Beginning balance								
9110	CASH IN COUNTY TREASURY	21,706,851.80	16,752,035.08-	16,752,035.08-	0.00	4,954,816.72		
9111	FV ADJ. TO CASH CNTY. TREA	121,096.05-	0.00	0.00	0.00	121,096.05-		
9120	CASH IN BANK(S)	2,579.04	0.00	0.00	0.00	2,579.04		
9130	REVOLVING CASH ACCOUNT	70,000.00	297.76-	297.76-	0.00	69,702.24		
9135	CASH WITH FISCAL AGENT	6,874,586.33	0.00	0.00	0.00	6,874,586.33		
9200	ACCOUNTS RECEIVABLE	67,791.03	1,700,398.00	1,700,398.00	0.00	1,768,189.03		
9204	Invoice Receivables	0.00	34,231.04	34,231.04	0.00	34,231.04		
9205	INVOICE RECEIVABLES	183,248.60	0.00	0.00	0.00	183,248.60		
9207	DOUBTFUL ACCT ALLOWANCE	94,604.00-	0.00	0.00	0.00	94,604.00-		
9290	DUE FROM GRANTOR GOV	11,891,030.11	0.00	0.00	0.00	11,891,030.11		
9310	DUE FROM OTHER FUNDS	212,179.80	0.00	0.00	0.00	212,179.80		
9320	STORES	311,216.21	0.00	0.00	0.00	311,216.21		
9321	OVERHEAD	0.00	12,122.12-	12,122.12-	0.00	12,122.12-		
9322	PURCHASES	0.00	770,773.73	770,773.73	0.00	770,773.73		
9323	ISSUES	0.00	613,306.18-	613,306.18-	0.00	613,306.18-		
9330	PREPAID EXPENDITURES	38,450.07	0.00	0.00	0.00	38,450.07		
9331	PREPAID POSTAGE (PRESORT)	12,024.00	0.00	0.00	0.00	12,024.00		
9500	ACCOUNTS PAYABLE	5,850,037.66-	4,477.16	4,477.16	0.00	5,845,560.50-		
9517	PAYABLES	1,530.66	0.00	0.00	0.00	1,530.66		
9519	SALES TAX LIABILITY	234.43	0.00	0.00	0.00	234.43		
9530	CA STATE WITHHOLDING	208.94-	8,213.26	8,213.26	0.00	8,004.32		
9554	WORKERS COMPENSATION	87,554.96-	0.00	0.00	0.00	87,554.96-		
9556	RETIREMENT	8,625.76-	0.00	0.00	0.00	8,625.76-		
9557	HEALTH INSURANCE	744,255.69-	0.00	0.00	0.00	744,255.69-		
9558	ANNUITIES	132,292.64-	452.00	452.00	0.00	131,840.64-		
9560	WAGE GARNISHMENTS	11,130.50-	14,082.25	14,082.25	0.00	2,951.75		
9561	MISC PAYABLES	35,627.35-	0.00	0.00	0.00	35,627.35-		
9563	CREDIT UNIONS	28,165.97-	1,139.11	1,139.11	0.00	27,026.86-		
9565	PAYROLL TAXES	733,444.80-	0.00	0.00	0.00	733,444.80-		
9573	OPEB- PAYABLES	54,020.02-	0.00	0.00	0.00	54,020.02-		
9610	DUE TO OTHER FUNDS	1,538,805.74-	0.00	0.00	0.00	1,538,805.74-		
9640	CURRENT LOANS	6,860,975.52-	0.00	0.00	0.00	6,860,975.52-		
9650	DEFERRED REVENUE	1,246,798.00-	0.00	0.00	0.00	1,246,798.00-		
TOTAL Beginning balance		23,824,078.48	14,843,994.59-	14,843,994.59-	0.00	8,980,083.89		
Revenue Limit - State Aid								
80xx	REVENUE	107,694,655.00	0.00	0.00	0.00	107,694,655.00	0.0	
TOTAL Revenue Limit - State Aid		107,694,655.00	0.00	0.00	0.00	107,694,655.00		
Revenue Limit - Property Tax								
80xx	REVENUE	43,525,328.00	0.00	0.00	0.00	43,525,328.00	0.0	
TOTAL Revenue Limit - Property Tax		43,525,328.00	0.00	0.00	0.00	43,525,328.00		

# Financial Summary Report (FAR300)

040 QSS UNIFIED SCHOOL DISTRICT J1662		Financial Summary Report		FAR300	L.00.05	06/12/17	19:49	PAGE	1
SAMPLE FORMAT 2		07/01/2016 - 04/14/2017							
Fund	:01	GENERAL FUND							
Object	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	used			
<b>Assets</b>									
9110	CASH IN COUNTY TREASURY	21,706,851.80	16,752,035.08-	16,752,035.08-	0.00	4,954,816.72			
9111	FV ADJ. TO CASH CNTY. TREA	121,096.05-	0.00	0.00	0.00	121,096.05-			
9120	CASH IN BANK(S)	2,579.04	0.00	0.00	0.00	2,579.04			
9130	REVOLVING CASH ACCOUNT	70,000.00	297.76-	297.76-	0.00	69,702.24			
9135	CASH WITH FISCAL AGENT	6,874,586.33	0.00	0.00	0.00	6,874,586.33			
9200	ACCOUNTS RECEIVABLE	67,791.03	1,700,398.00	1,700,398.00	0.00	1,768,189.03			
9204	Invoice Receivables	0.00	34,231.04	34,231.04	0.00	34,231.04			
9205	INVOICE RECEIVABLES	183,248.60	0.00	0.00	0.00	183,248.60			
9207	DOUBTFUL ACCT ALLOWANCE	94,604.00-	0.00	0.00	0.00	94,604.00-			
9290	DUE FROM GRANTOR GOV	11,891,030.11	0.00	0.00	0.00	11,891,030.11			
9310	DUE FROM OTHER FUNDS	212,179.80	0.00	0.00	0.00	212,179.80			
9320	STORES	311,216.21	0.00	0.00	0.00	311,216.21			
9321	OVERHEAD	0.00	12,122.12-	12,122.12-	0.00	12,122.12-			
9322	PURCHASES	0.00	770,773.73	770,773.73	0.00	770,773.73			
9323	ISSUES	0.00	613,306.18-	613,306.18-	0.00	613,306.18-			
9330	PREPAID EXPENDITURES	38,450.07	0.00	0.00	0.00	38,450.07			
9331	PREPAID POSTAGE (PRESORT)	12,024.00	0.00	0.00	0.00	12,024.00			
<b>TOTAL Assets</b>		<b>41,154,256.94</b>	<b>14,872,358.37-</b>	<b>14,872,358.37-</b>	<b>0.00</b>	<b>26,281,898.57</b>			
<b>Liabilities</b>									
9500	ACCOUNTS PAYABLE	5,850,037.66-	4,477.16	4,477.16	0.00	5,845,560.50-			
9517	PAYABLES	1,530.66	0.00	0.00	0.00	1,530.66			
9519	SALES TAX LIABILITY	234.43	0.00	0.00	0.00	234.43			
9530	CA STATE WITHHOLDING	208.94-	8,213.26	8,213.26	0.00	8,004.32			
9554	WORKERS COMPENSATION	87,554.96-	0.00	0.00	0.00	87,554.96-			
9556	RETIREMENT	8,625.76-	0.00	0.00	0.00	8,625.76-			
9557	HEALTH INSURANCE	744,255.69-	0.00	0.00	0.00	744,255.69-			
9558	ANNUITIES	132,292.64-	452.00	452.00	0.00	131,840.64-			
9560	WAGE GARNISHMENTS	11,130.50-	14,082.25	14,082.25	0.00	2,951.75			
9561	MISC PAYABLES	35,627.35-	0.00	0.00	0.00	35,627.35-			
9563	CREDIT UNIONS	28,165.97-	1,139.11	1,139.11	0.00	27,026.86-			
9565	PAYROLL TAXES	733,444.80-	0.00	0.00	0.00	733,444.80-			
9573	OPER- PAYABLES	54,020.02-	0.00	0.00	0.00	54,020.02-			
9610	DUE TO OTHER FUNDS	1,538,805.74-	0.00	0.00	0.00	1,538,805.74-			
9640	CURRENT LOANS	6,860,975.52-	0.00	0.00	0.00	6,860,975.52-			
9650	DEFERRED REVENUE	1,246,798.00-	0.00	0.00	0.00	1,246,798.00-			
<b>TOTAL Liabilities</b>		<b>17,330,178.46-</b>	<b>28,363.78</b>	<b>28,363.78</b>	<b>0.00</b>	<b>17,301,814.68-</b>			
<b>Fund balance (Unreserved)</b>									
9790	UNDESIGNATED/UNAPPROP	13,159,203.00	0.00	0.00	0.00	13,159,203.00			
9791	BEGINNING FUND BALANCE	23,824,078.48-	0.00	0.00	0.00	23,824,078.48-			
<b>TOTAL Fund balance (Unreserved)</b>		<b>10,664,875.48-</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,664,875.48-</b>			

040 QSS UNIFIED SCHOOL DISTRICT J1662		Financial Summary Report		FAR300	L.00.05	06/12/17	19:49	PAGE	2
SAMPLE FORMAT 2		07/01/2016 - 04/14/2017							
Fund	:01	GENERAL FUND							
Object	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	used			
<b>Budgetary accounts</b>									
9810	ESTIMATED REVENUES	3,428,587.00	0.00	0.00	0.00	3,428,587.00			
9820	APPROPRIATIONS	16,587,790.00-	0.00	0.00	0.00	16,587,790.00-			
<b>TOTAL Budgetary accounts</b>		<b>13,159,203.00-</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,159,203.00-</b>			
<b>Control accounts</b>									
9840	REVENUE	0.00	15,431.05-	15,431.05-	0.00	15,431.05-			
9850	EXPENDITURES	0.00	14,859,425.64	14,859,425.64	0.00	14,859,425.64			
<b>TOTAL Control accounts</b>		<b>0.00</b>	<b>14,843,994.59</b>	<b>14,843,994.59</b>	<b>0.00</b>	<b>14,843,994.59</b>			
<b>TOTAL Assets : Control accounts</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			

# Financial Summary Report (FAR300)

040 QSS UNIFIED SCHOOL DISTRICT J1663		Financial Summary Report		FAR300	L.00.05	06/12/17 19:49	PAGE 1
SAMPLE FORMAT 3		07/01/2016 - 04/14/2017					
Fund :01 GENERAL FUND							
Object	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	used	
<b>Assets</b>							
9110	CASH IN COUNTY TREASURY	21,706,851.80	16,752,035.08-	16,752,035.08-	0.00	4,954,816.72	
9111	FV ADJ. TO CASH CNTY. TREA	121,096.05-	0.00	0.00	0.00	121,096.05-	
9120	CASH IN BANK(S)	2,579.04	0.00	0.00	0.00	2,579.04	
9130	REVOLVING CASH ACCOUNT	70,000.00	297.76-	297.76-	0.00	69,702.24	
9135	CASH WITH FISCAL AGENT	6,874,586.33	0.00	0.00	0.00	6,874,586.33	
9200	ACCOUNTS RECEIVABLE	67,791.03	1,700,398.00	1,700,398.00	0.00	1,768,189.03	
9204	Invoice Receivables	0.00	34,231.04	34,231.04	0.00	34,231.04	
9205	INVOICE RECEIVABLES	183,248.60	0.00	0.00	0.00	183,248.60	
9207	DOUBTFUL ACCT ALLOWANCE	94,604.00-	0.00	0.00	0.00	94,604.00-	
9290	DUE FROM GRANTOR GOV	11,891,030.11	0.00	0.00	0.00	11,891,030.11	
9310	DUE FROM OTHER FUNDS	212,179.80	0.00	0.00	0.00	212,179.80	
9320	STORES	311,216.21	0.00	0.00	0.00	311,216.21	
9321	OVERHEAD	0.00	12,122.12-	12,122.12-	0.00	12,122.12-	
9322	PURCHASES	0.00	770,773.73	770,773.73	0.00	770,773.73	
9323	ISSUES	0.00	613,306.18-	613,306.18-	0.00	613,306.18-	
9330	PREPAID EXPENDITURES	38,450.07	0.00	0.00	0.00	38,450.07	
9331	PREPAID POSTAGE (PRESORT)	12,024.00	0.00	0.00	0.00	12,024.00	
<b>TOTAL Assets</b>		<b>41,154,256.94</b>	<b>14,872,358.37-</b>	<b>14,872,358.37-</b>	<b>0.00</b>	<b>26,281,898.57</b>	
<b>Liabilities</b>							
9500	ACCOUNTS PAYABLE	5,850,037.66-	4,477.16	4,477.16	0.00	5,845,560.50-	
9517	PAYABLES	1,530.66	0.00	0.00	0.00	1,530.66	
9519	SALES TAX LIABILITY	234.43	0.00	0.00	0.00	234.43	
9530	CA STATE WITHHOLDING	208.94-	8,213.26	8,213.26	0.00	8,004.32	
9554	WORKERS COMPENSATION	87,554.96-	0.00	0.00	0.00	87,554.96-	
9556	RETIREMENT	8,625.76-	0.00	0.00	0.00	8,625.76-	
9557	HEALTH INSURANCE	744,255.69-	0.00	0.00	0.00	744,255.69-	
9558	ANNUITIES	132,292.64-	452.00	452.00	0.00	131,840.64-	
9560	WAGE GARNISHMENTS	11,130.50-	14,082.25	14,082.25	0.00	2,951.75	
9561	MISC PAYABLES	35,627.35-	0.00	0.00	0.00	35,627.35-	
9563	CREDIT UNIONS	28,165.97-	1,139.11	1,139.11	0.00	27,026.86-	
9565	PAYROLL TAXES	733,444.80-	0.00	0.00	0.00	733,444.80-	
9573	OPER- PAYABLES	54,020.02-	0.00	0.00	0.00	54,020.02-	
9610	DUE TO OTHER FUNDS	1,538,805.74-	0.00	0.00	0.00	1,538,805.74-	
9640	CURRENT LOANS	6,860,975.52-	0.00	0.00	0.00	6,860,975.52-	
9650	DEFERRED REVENUE	1,246,798.00-	0.00	0.00	0.00	1,246,798.00-	
<b>TOTAL Liabilities</b>		<b>17,330,178.46-</b>	<b>28,363.78</b>	<b>28,363.78</b>	<b>0.00</b>	<b>17,301,814.68-</b>	
<b>Fund balance (Unresrvd)</b>							
9790	UNDESIGNATED/UNAPPROP	13,159,203.00	0.00	0.00	0.00	13,159,203.00	
9791	BEGINNING FUND BALANCE	23,824,078.48-	0.00	0.00	0.00	23,824,078.48-	
<b>TOTAL Fund balance (Unresrvd)</b>		<b>10,664,875.48-</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,664,875.48-</b>	

# Financial Summary Report (FAR300)

040 QSS UNIFIED SCHOOL DISTRICT J1664 Financial Summary Report FAR300 L.00.05 06/12/17 19:49 PAGE 1  
 SAMPLE FORMAT 4 Fund :01 GENERAL FUND 07/01/2016 - 04/14/2017

Object	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	Used
<b>Beginning balance</b>						
9110 CASH IN COUNTY TREASURY	21,706,851.80	16,752,035.08-	16,752,035.08-	0.00	4,954,816.72	
9111 FV ADJ. TO CASH CNTY. TREA	121,096.05-	0.00	0.00	0.00	121,096.05-	
9120 CASH IN BANK(S)	2,579.04	0.00	0.00	0.00	2,579.04	
9130 REVOLVING CASH ACCOUNT	70,000.00	297.76-	297.76-	0.00	69,702.24	
9135 CASH WITH FISCAL AGENT	6,874,586.33	0.00	0.00	0.00	6,874,586.33	
9200 ACCOUNTS RECEIVABLE	67,791.03	1,700,398.00	1,700,398.00	0.00	1,768,189.03	
9204 Invoice Receivables	0.00	34,231.04	34,231.04	0.00	34,231.04	
9205 INVOICE RECEIVABLES	183,248.60	0.00	0.00	0.00	183,248.60	
9207 DOUBTFUL ACCT ALLOWANCE	94,604.00-	0.00	0.00	0.00	94,604.00-	
9290 DUE FROM GRANTOR GOV	11,891,030.11	0.00	0.00	0.00	11,891,030.11	
9310 DUE FROM OTHER FUNDS	212,179.80	0.00	0.00	0.00	212,179.80	
9320 STORES	311,216.21	0.00	0.00	0.00	311,216.21	
9321 OVERHEAD	0.00	12,122.12-	12,122.12-	0.00	12,122.12-	
9322 PURCHASES	0.00	770,773.73	770,773.73	0.00	770,773.73	
9323 ISSUES	0.00	613,306.18-	613,306.18-	0.00	613,306.18-	
9330 PREPAID EXPENDITURES	38,450.07	0.00	0.00	0.00	38,450.07	
9331 PREPAID POSTAGE (PRESORT)	12,024.00	0.00	0.00	0.00	12,024.00	
9500 ACCOUNTS PAYABLE	5,850,037.66-	4,477.16	4,477.16	0.00	5,845,560.50-	
9517 PAYABLES	1,530.66	0.00	0.00	0.00	1,530.66	
9519 SALES TAX LIABILITY	234.43	0.00	0.00	0.00	234.43	
9530 CA STATE WITHHOLDING	208.94-	8,213.26	8,213.26	0.00	8,004.32	
9554 WORKERS COMPENSATION	87,554.96-	0.00	0.00	0.00	87,554.96-	
9556 RETIREMENT	8,625.76-	0.00	0.00	0.00	8,625.76-	
9557 HEALTH INSURANCE	744,255.69-	0.00	0.00	0.00	744,255.69-	
9558 ANNUITIES	132,292.64-	452.00	452.00	0.00	131,840.64-	
9560 WAGE GARNISHMENTS	11,130.50-	14,082.25	14,082.25	0.00	2,951.75	
9561 MISC PAYABLES	35,627.35-	0.00	0.00	0.00	35,627.35-	
9563 CREDIT UNIONS	28,165.97-	1,139.11	1,139.11	0.00	27,026.86-	
9565 PAYROLL TAXES	733,444.80-	0.00	0.00	0.00	733,444.80-	
9573 OPEB- PAYABLES	54,020.02-	0.00	0.00	0.00	54,020.02-	
<b>TOTAL Beginning balance</b>	<b>33,470,657.74</b>	<b>14,843,994.59-</b>	<b>14,843,994.59-</b>	<b>0.00</b>	<b>18,626,663.15</b>	
<b>Current year revenue</b>						
80xx REVENUE	144,414,175.00	110.00-	110.00-	0.00	144,414,285.00	0.0
83xx STATE REVENUE	1,969,322.00	0.00	0.00	0.00	1,969,322.00	0.0
85xx STATE REVENUE	111,706.00	0.00	0.00	0.00	111,706.00	0.0
86xx OTHER LOCAL REVENUE	1,849,240.00	15,541.05	15,541.05	0.00	1,833,698.95	0.8
89xx OTHER FINANCING SOURCES	151,063,269.00-	0.00	0.00	0.00	151,063,269.00-	N/A
<b>TOTAL Current year revenue</b>	<b>2,718,826.00-</b>	<b>15,431.05</b>	<b>15,431.05</b>	<b>0.00</b>	<b>2,734,257.05-</b>	
<b>*TOTAL Beginning balance + Revenue</b>	<b>30,751,831.74</b>	<b>33,486,088.79</b>	<b>33,486,088.79</b>			<b>*</b>

# Financial Summary Report (FAR300)

## *How to Read the BUD-86 Format Reports*

There are two BUD-86 formats which share the same basic organization. The only difference between the two formats is that the 'BUD-86 with Expense Breakout' format provides subtotaling of the expenses. You can use the same set of rules for both BUD-86 formats to determine whether the balance sheet objects are in balance.

The report format documented below uses object ranges based on the California chart of accounts. If you are in another state, you can adjust the format files to include the appropriate ranges for your state.

The numbers in the list below refer to the sample report on page 162. This sample summarizes the revenues and expenses to a high level so that the entire report will fit on a single page for easy reference.

<u>NOTE NUMBER</u>	<u>EXPLANATION</u>
Note 1	The Beg. Balance column reflects beginning balances for the current fiscal year in the 9XXX asset and liability objects. This report allows you to readily see the amount of deferred revenue, accounts payable, or receivables that were set up in the prior year.
Note 2	The Current Activity column shows the net activity in the 9XXX objects for the reporting period, which is listed on the top of each page.
Note 3	The Year to date activity column shows the net activity in the 9XXX object accounts.
Note 4	The Balance column shows the balance in the 9XXX objects as of the end of the reporting period.
Note 5	The TOTAL Beginning balance shows the net beginning balance (assets minus liabilities). In this example, it is positive (a credit balance to Object 9791). A negative amount would be a debit balance to 9791.
Note 6	The TOTAL Beginning balance reflects the balance (assets minus liabilities) as of the end of the reporting period. At the end of the fiscal year, it is the amount to be posted to 9791 as the Beginning Balance for the next fiscal year.



# Financial Summary Report (FAR300)

## Note 7

This column is set up to tell if the budget is “in balance.” Beg. balance (7A) plus Current year revenue (7B) minus TOTAL Expense (7C) equals Ending balance (7D).

If (7D) is positive, this amount should match an equivalent credit balance in 9790/9791 after you roll the working budget to revised and/or approved budget.

If (7D) is negative, budgeted expenses exceed budgeted revenue plus beginning balance amounts.

## Note 8

The TOTAL Ending balance is the budgeted fund balance as of the last roll. The total is the net of accounts 9791 and 9790. It should match the total in (7D).

## Note 9

The current actual balance is shown for each group by which the report is sorted. The same formula applies to both the Current Activity and Year to date Activity columns. TOTAL Beginning balance (9A) plus TOTAL Current year revenue (9B) minus TOTAL Expense (9C) equals Fund balance (9D).

## Note 10

The Fund balance in the Year to date Activity column (10) should equal the total of the Beginning balances in the Balance column (6).

This balance indicates that changes in the General Ledger balance (column 6) are equal to the ending balance amount (column 10, which is beginning balances plus revenues minus expenses).

If these amounts match, the General Ledger and subsidiary accounts should be in balance.

# Financial Summary Report (FAR300)

07 Q68 DEMONSTRATION DISTRICT SAMPLE 1 AND 2		Financial Summary Report 12/01/1998 - 12/31/1998		J5872 FAR300 H.00.05 05/17/99 PAGE 1	
FUND	:01	GENERAL FUND	RESOURCE:0000	NO REPORTING REQUIREMENT	
OBJECT	Beq. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance Used
Beginning balance					
9110 CASH IN COUNTY TREASURY	56,286.13	313,504.24	2,447,649.63	0.00	2,391,363.50
9171 STORES DPOF DONT USE VER G ADJ	0.00	0.00	21.61	0.00	21.61
9209 ACCOUNTS RECEIVABLE SET UP	0.00	0.00	4,102.64	0.00	4,102.64
9210 ACCOUNTS RECEIVABLE PRIOR YEAR	42,386.42	0.00	54,047.93	0.00	11,661.51
9320 STORES	83,552.27	114,400.35	80,730.86	0.00	164,283.13
9510 ACCOUNTS PAYABLE CURRENT LIAB	77,489.08	0.00	77,689.08	0.00	199.00
9511 STAS	0.00	0.00	0.00	0.00	0.00
9513 GASOIL	0.00	0.00	0.00	0.00	0.00
9514 E & W	0.00	0.00	0.00	0.00	0.00
9515 SUI	0.00	0.00	0.00	0.00	0.00
9516 W/COMP	0.00	0.00	0.00	0.00	0.00
9518 MEDICARE	0.00	0.00	0.00	0.00	0.00
9550 USE TAX LIABILITY	0.00	0.00	194.01	0.00	194.01
9554 INSURANCE	52.42	0.00	0.00	0.00	52.42
9569 STATE DATED PAYROLL WARRANTS	0.00	83.98	83.98	0.00	83.98
<b>TOTAL Beginning balance</b>	<b>104,683.32</b>	<b>399,187.87</b>	<b>2,339,432.36</b>	<b>0.00</b>	<b>2,734,749.04</b>
Current year revenue					
80xx REVENUE	0.00	0.00	1,081.95	0.00	1,081.95
85xx OTHER STATE REVENUE 3	67,344.00	2,033.00	61,588.00	0.00	5,756.00
86xx OTHER LOCAL REVENUE 1	337,734.00	803.30	33,378.39	0.00	304,355.61
87xx OTHER LOCAL REVENUE 2	61,200.00	5,000.00	3,000.00	0.00	56,200.00
89xx OTHER FINANCING SOURCES	2,326,612.00	0.00	0.00	0.00	2,326,612.00
<b>TOTAL Current year revenue</b>	<b>2,792,890.00</b>	<b>7,836.30</b>	<b>98,884.44</b>	<b>0.00</b>	<b>2,694,005.56</b>
Contributions from restricted Resources					
89xx OTHER FINANCING SOURCES	3,353.00	0.00	0.00	0.00	3,353.00
<b>TOTAL Contributions from restricted Resou</b>	<b>3,353.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,353.00</b>
<b>TOTAL Current year revenue : Contributions</b>	<b>2,789,537.00</b>	<b>7,836.30</b>	<b>98,884.44</b>	<b>0.00</b>	<b>2,690,652.56</b>
<b>*TOTAL Beginning balance + Revenue</b>	<b>2,894,220.32</b>	<b>112,519.62</b>	<b>203,567.76</b>		
Expense					
1xxx CERTIFICATED PERSONNEL	531,183.00	43,680.49	267,830.05	0.00	263,352.95
2xxx CLASSIFIED PERSONNEL	2,088,669.00	167,375.15	1,037,235.23	0.00	1,051,433.77
3xxx EMPLOYEE BENEFITS	912,416.00	75,943.84	390,798.04	0.00	521,617.96
4xxx BOOKS AND SUPPLIES	258,084.00	18,274.37	160,399.45	118,432.98	20,748.43
5xxx OTH OPERATING EXPEND	1,524,781.00	91,345.75	582,025.22	684,209.13	338,546.65
6xxx CAPITAL OUTLAY	362,988.00	10,404.57	190,576.81	154,978.07	17,433.12
7xxx TUITION AND TRSPS	2,888,584.00	0.00	110,548.00	0.00	2,778,036.00
<b>TOTAL Expense</b>	<b>2,789,537.00</b>	<b>207,024.17</b>	<b>2,438,316.90</b>	<b>957,620.18</b>	<b>606,399.98</b>
Ending balance					
9790 FUND BAL-UNDESIG/UNAPPROP	0.00	0.00	0.00	0.00	0.00
9791 FUND BAL-BEGINNING BALANCE	104,683.32	0.00	0.00	0.00	104,683.32
<b>TOTAL Ending balance</b>	<b>104,683.32</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>104,683.32</b>
<b>**Fund balance</b>	<b>104,683.32</b>	<b>294,504.55</b>	<b>2,234,749.04</b>		

# Financial Summary Report (FAR300)

## How to Read GL Summary Format Reports

The GL Summary formats of the FAR300 report present a balance sheet followed by a summary of revenues and expenses. The balance sheet portion of both formats is the same, but the subsidiary accounts have subtotaling of revenues and expenses in the 'GL Summary with Expense Breakout'.

The note numbers in the list below refer to the following sample report.

NOTE NUMBER	EXPLANATION
Note 1 through Note 6	The first six sections of the report are a balance sheet. They break out the objects in the G/L range by their categories, which are based on the <i>California School Accounting Manual</i> . If your state requires different G/L ranges, you can modify them in the format file for this report.
Note 1	The Assets section summarizes the G/L asset objects (9100 to 9499).
Note 2	The Liabilities section summarizes the G/L liabilities objects (9500 to 9699).
Note 3	The Fund balance (Unreserved) section summarizes G/L fund balance range in the G/L (9700 to 9799).
Note 4	The Budgetary accounts section summarizes the G/L budgetary account objects (9800 to 9829).
Note 5	The Control accounts section summarizes the G/L control objects (9830 to 9899).
Note 6	The Total Assets : Control accounts line is the bottom line for the balance sheet. It is the sum of sections (1) through (5). If the G/L accounts are in balance, this total is 0.00.
Note 7	The Current year revenues section summarizes the subsidiary revenue objects (8000 to 8999). In this sample, they are summarized to 2 digits of significance to create a small report sample. You can report revenues with 3 or 4 digits of significance to get a more detailed breakout.
Note 8	The Expense section summarizes the subsidiary expense objects (1000 to 7999). In this sample, they are summarized to 1 digit of significance to produce a small report sample. You can report expenses with 2, 3, or 4 digits of significance to get a more detailed breakout.

# Financial Summary Report (FAR300)

07 QSB DEMONSTRATION DISTRICT SAMPLE 3 AND 4		Financial Summary Report 12/01/1998 - 12/31/1998		J5873	FAR300	H.00.05 05/17/99	PAGE 1
FUND	:01	GENERAL FUND	RESOURCE:0000	NO REPORTING REQUIREMENT			
OBJECT		Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	Used
<b>Assets</b>							
9110	CASH IN COUNTY TREASURY	56,286.13	513,504.24-	2,447,649.63-	0.00	2,391,363.50-	
9171	STORES DPOF DONT USE VER G ADJ	0.00	0.00	21.61	0.00	21.61	
9209	ACCOUNTS RECEIVABLE SET UP	0.00	0.00	4,102.64	0.00	4,102.64	
9210	ACCOUNTS RECEIVABLE PRIOR YEAR	42,386.42	0.00	54,047.93-	0.00	11,661.51-	
9320	STORES	83,552.27	114,400.35	80,730.86	0.00	164,283.13	
<b>TOTAL Assets</b>		<b>182,224.82</b>	<b>399,103.89-</b>	<b>2,416,842.45-</b>	<b>0.00</b>	<b>2,234,617.43-</b>	
<b>Liabilities</b>							
9510	ACCOUNTS PAYABLE CURRENT LIAB	77,489.08-	0.00	77,688.08	0.00	199.00	
9511	STRS	0.00	0.00	0.00	0.00	0.00	
9513	GRDHI	0.00	0.00	0.00	0.00	0.00	
9514	H & W	0.00	0.00	0.00	0.00	0.00	
9515	SUI	0.00	0.00	0.00	0.00	0.00	
9516	W/COMP	0.00	0.00	0.00	0.00	0.00	
9518	MEDICARE	0.00	0.00	0.00	0.00	0.00	
9550	USE TAX LIABILITY	0.00	0.00	194.01-	0.00	194.01-	
9554	INSURANCE	52.42-	0.00	0.00	0.00	52.42-	
9569	STALE DATED PAYROLL WARRANTS	0.00	83.98-	83.98-	0.00	83.98-	
<b>TOTAL Liabilities</b>		<b>77,541.50-</b>	<b>83.98-</b>	<b>77,410.09</b>	<b>0.00</b>	<b>131.41-</b>	
<b>Fund balance (Unreserved)</b>							
9790	FUND BAL-UNDESIG/UNAPPROP	0.00	0.00	0.00	0.00	0.00	
9791	FUND BAL-BEGINNING BALANCE	104,683.32-	0.00	0.00	0.00	104,683.32-	
<b>TOTAL Fund balance (Unreserved)</b>		<b>104,683.32-</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>104,683.32-</b>	
<b>Budgetary accounts</b>							
9810	ESTIMATED REVENUES	2,771,797.00	0.00	0.00	0.00	2,771,797.00	
9820	APPROPRIATIONS	2,771,797.00-	0.00	0.00	0.00	2,771,797.00-	
<b>TOTAL Budgetary accounts</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Control accounts</b>							
9840	REVENUES	0.00	7,836.30-	98,884.44-	0.00	98,884.44-	
9850	EXPENDITURES	0.00	407,024.17	2,438,316.80	0.00	2,438,316.80	
<b>TOTAL Control accounts</b>		<b>0.00</b>	<b>399,187.87</b>	<b>2,339,432.36</b>	<b>0.00</b>	<b>2,339,432.36</b>	
<b>TOTAL Assets : Control accounts</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Current year revenue</b>							
80xx	REVENUE	0.00	0.00	1,081.95-	0.00	1,081.95	N/A
85xx	OTHER STATE REVENUE 3	67,344.00	2,033.00	61,388.00	0.00	5,756.00	91.5
86xx	OTHER LOCAL REVENUE 1	337,734.00	803.30	33,378.39	0.00	304,355.61	9.9
87xx	OTHER LOCAL REVENUE 2	61,200.00	5,000.00	5,000.00	0.00	56,200.00	8.2
89xx	OTHER FINANCING SOURCES	2,323,259.00	0.00	0.00	0.00	2,323,259.00	0.0
<b>TOTAL Current year revenue</b>		<b>2,789,537.00</b>	<b>7,836.30</b>	<b>98,884.44</b>	<b>0.00</b>	<b>2,690,652.56</b>	
<b>Expense</b>							
1xxx	CERTIFICATED PERSONNEL	531,183.00	43,680.49	267,830.05	0.00	263,352.95	50.4
2xxx	CLASSIFIED PERSONNEL	2,088,669.00	167,375.15	1,037,235.23	0.00	1,051,433.77	49.7
3xxx	EMPLOYEE BENEFITS	912,416.00	75,943.84	390,798.04	0.00	521,617.96	42.8
4xxx	BOOKS AND SUPPLIES	258,084.00	18,274.37	160,399.45	118,432.98	20,748.43-	108.0
5xxx	OTH OPERATING EXPEND	1,524,781.00	91,345.75	502,025.22	684,209.13	338,546.65	77.8
6xxx	CAPITAL OUTLAY	362,988.00	10,404.57	190,576.81	154,978.07	17,433.12	95.2
7xxx	TUITION AND TRSFS	2,888,584.00-	0.00	110,548.00-	0.00	2,778,036.00-	N/A
<b>TOTAL Expense</b>		<b>2,789,537.00</b>	<b>407,024.17</b>	<b>2,438,316.80</b>	<b>957,620.18</b>	<b>606,399.98-</b>	

# Financial Statement Report (GLD400)

# Financial Statement Report (GLD400)

## *Request Financial Statement (GLDSB45) Window*

The instructions for this window focus on the following areas:

- ◆ Purpose of Report
- ◆ Launching the Report
- ◆ Main Selection Tab
- ◆ Sample Financial Statement (GLD400)
- ◆ Sample Board Financial Summary (GLD500)7

### *Purpose of Report*

The discussion of the purpose focuses on the following areas:

- ◆ Reports Launched from the *Request Financial Statement (GLDSB45) Window*
- ◆ Purpose of the Financial Statement (GLD400)
- ◆ Purpose of the Board Financial Summary (GLD500)

### *Reports Launched from the Request Financial Report (GLDSB45) Window*

The *Request Financial Statement (GLDSB45)* window allows you to launch the following reports:

- ◆ Financial Statement (GLD400)
- ◆ Board Financial Summary (GLD500)

For these reports to provide accurate budgetary data, you must use budget transfers to make changes to the approved budget. You can create budget transfers with Budget Transfer Maintenance (BD0002) or Create Budget Transfers from BDEVOL to GLD-SYS (BTX110). You can also create budget transfers from Position Control with Create Budget Transfers / Proof Report (PPS710), as described in the *QSS/OASIS Position Control Manual*. Only approved budget transfers are used for creating this report.

These reports *do not* include budget changes made with General Ledger Detail Maintenance (GLDDET) or Working Budget Update (BGUPDT).

See [Chapter 5](#) for more information about maintaining budgets.

### *Purpose of the Financial Statement (GLD400)*

The Financial Statement (GLD400) summarizes year to date financial activity from the start of the fiscal year through the ending date that you select on the launch screen. It breaks out financial activity by fund or by fund and resource.

# Financial Statement Report (GLD400)

The report includes the following information for each fund or fund/resource combination:

- ◆ A summary for each subsidiary revenue and expense object. It includes the following:
  - ◇ Object number and description
  - ◇ Approved budget adopted at the start of the year
  - ◇ Year-to-date approved budget transfers
  - ◇ Budget as of the period end date for the report
  - ◇ Year-to-date income/expense total
  - ◇ Budget balance and percentage used as of period ending date
- ◆ A reconciliation of each fund or fund/resource combination in the general ledger. It includes the following:
  - ◇ Object number and description
  - ◇ Beginning balance for the year
  - ◇ Year-to-date activity
  - ◇ Ending balance for the period ending date
- ◆ A consolidated summary for the following areas:
  - ◇ Revenues
  - ◇ Expenditures
  - ◇ Excess revenues (expenditures)
  - ◇ Other financing sources (uses)
  - ◇ Fund balance
  - ◇ Ending balance

This report is similar to the Board Financial Summary (GLD500). On both the GLD400 and GLD500 reports, the fund reconciliation and consolidated summary are the same. The difference between the two reports is in the reporting of revenue and expense objects. GLD400 lists the financial activity for each individual revenue and expense object. However, GLD500 presents a high-level summary for groups of objects, such as certificated salaries or employee benefits.

The Financial Statement (GLD400) requires the control file CTGLD400.DATA. See [page 4-6](#) for more information.

# Financial Statement Report (GLD400)

## *Purpose of the Board Financial Summary (GLD500)*

The Board Financial Summary (GLD500) is a year-to-date summary for a fiscal year. The start date for the report is always the first day of the fiscal year. You can select the ending date for the reporting period on the launch screen. This report summarizes financial activity for each fund or for each fund/resource combination that you select on the launch screen. For this report to produce accurate results, you must use only budget transfers to make changes to the approved budget.

The report includes the following information for each fund or fund/resource combination.

- ◆ A high-level summary of revenues and expenditures that includes the following:
  - ◇ Description of summarized area (such as CERTIFICATED SALARIES or CAPITAL OUTLAY)
  - ◇ Adopted budget at the start of the year
  - ◇ Approved budget transfers up to ending date for report
  - ◇ Budget as of ending date for report
  - ◇ Year to date income or expenses as of the ending date
  - ◇ Budget balance as of the ending date
  - ◇ Budget percentage used
- ◆ A fund reconciliation for general ledger objects that includes the following:
  - ◇ Object number and description
  - ◇ Beginning balance for the year
  - ◇ Activity from the start of the year to the ending date for the report
  - ◇ Ending balance for the ending date
- ◆ A consolidated summary for the following areas:
  - ◇ Revenues
  - ◇ Expenditures
  - ◇ Excess revenues or expenditures
  - ◇ Other financing sources (uses)
  - ◇ Fund balance
- ◆ Balances as of the end date for the report

This report is similar to the Financial Statement (GLD400). On both the GLD400 and GLD500 reports, the fund reconciliation and consolidated summary are the same. The difference between the two reports is in the reporting of revenue and expense objects.



# Financial Statement Report (GLD400)

GLD400 lists the financial activity for each individual revenue and expense object. However, GLD500 presents a high-level summary for groups of objects, such as certificated salaries or employee benefits.

This report requires the control file CTGLD500.DATA. See [page 4-6](#) for more information.

# Financial Statement Report (GLD400)

Request Financial Statement (GLDSB45) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Accounts | District(s)

### Request Financial Statement

District: 39 THE TRAIN USD

From date: 07/01/2007 To date: 06/30/2008

Report title: \_\_\_\_\_

Include Approved/Unapproved GL trans: A - Approved transactions only.

Restricted field: RS - Resource

Break By Resource:

Report:  Request Financial Statement (GLD400)  Request Board Financial Statement (GLD500)

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# Financial Statement Report (GLD400)

Request Financial Statement (GLDSB45)      39-QSS DEMONSTRATION DISTRICT      QSS/OASIS

File Options

Main Selection:  Accounts    District(s)

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# Financial Statement Report (GLD400)

07 QSS UNIFIED SCHOOL DISTRICT SAMPLE FOR DOCUMENTATION		FINANCIAL STATEMENT FOR PERIOD ENDING 07/31/2005		GLD400	J2455	08/28/05	PAGE 2
FUND: 01 GENERAL FUND							
OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
OTHER LOCAL REVENUES :							
8689	ALL OTHER FEES AND CONTRACTS	792,201.00		792,201.00	3,189.55	789,011.45	0.40
8691	PLUS:MISC FUNDS NON-RL(50%)ADJ	295.00		295.00	.00	295.00	0.00
8699	ALL OTHER LOCAL REVENUES	606,482.00		606,482.00	855.00	605,627.00	0.14
8710	TUITION	2,172,583.00	7,735.00	2,180,318.00	.00	2,180,318.00	0.00
8721	TUITION - MISC	90,242.00		90,242.00	.00	90,242.00	0.00
8799	OTHER TRANSFER IN FROM ALL OTH	49,260.00		49,260.00	.00	49,260.00	0.00
TOTAL OTHER LOCAL REVENUES :		4,865,585.00	53,298.00	4,918,883.00	14,874.84	4,904,008.16	0.30
* TOTAL YEAR TO DATE REVENUES		* * 24,453,870.00 *	15,448.00 *	24,469,318.00 *	167,006.57 *	24,302,311.43 *	0.68
EXPENDITURE DETAIL							
CERTIFICATED SALARIES :							
1100	TEACHER SALARIES	2,873,860.00	49,666.00	2,923,526.00	113,186.71	2,810,339.29	3.87
1200	CERTIFICATED PUPIL SUPP SALARY	125,538.00		125,538.00	8,828.53	116,709.47	7.03
1300	CERTIFICATED SUPERV & ADM SAL	596,385.00	2,538.00	598,923.00	42,121.59	556,801.41	7.03
1900	OTHER CERTIFICATED SALARIES	37,106.00		37,106.00	.00	37,106.00	0.00
TOTAL CERTIFICATED SALARIES :		3,632,889.00	52,204.00	3,685,093.00	164,136.83	3,520,956.17	4.45
CLASSIFIED SALARIES :							
2100	INSTRUCTIONAL AIDE SALARIES	1,340,634.00	2,803.00	1,343,437.00	56,970.60	1,286,466.40	4.24
2200	CLASSIFIED SUPPORT SALARIES	599,361.00		599,361.00	34,755.18	564,605.82	5.79
2300	CLASSIFIED SUPERV & ADMIN SAL	941,093.00	16,119.00	957,212.00	67,502.33	889,709.67	7.05
2400	CLERICAL & OFFICE SALARIES	1,219,273.00	9,414.00	1,228,687.00	85,155.66	1,143,531.34	6.93
2900	OTHER CLASSIFIED SALARIES	347,413.00		347,413.00	19,732.58	327,680.42	5.67
TOTAL CLASSIFIED SALARIES :		4,447,774.00	28,336.00	4,476,110.00	264,116.35	4,211,993.65	5.90
EMPLOYEE BENEFITS :							
3101	STRS-CERTIFICATED	274,149.00	498.00	274,647.00	4,092.86	270,554.14	1.49
3102	STRS-CLASSIFIED	5,306.00		5,306.00	301.24	5,004.76	5.67
3120	MISC PAYROLL	12.00		12.00	.00	12.00	0.00
3201	PERS-CERTIFICATED	5,568.00		5,568.00	.00	5,568.00	0.00
3202	PERS-CLASSIFIED	284,133.00	2,753.00	286,886.00	17,751.03	269,134.97	6.18
3211	PERS B/O-CERTIFICATED	2,089.00		2,089.00	1,656.16	432.84	79.28
3212	PERS B/O-CLASSIFIED	107,588.50	454.00	108,042.50	6,368.71	101,673.79	5.89
3221	MISC B/O	730.00		730.00	702.14	27.86	96.18
3301	OASDI/MEDI/ALTERNATIVE-CERT	1,124.00		1,124.00	.00	1,124.00	0.00
3302	OASDI/MEDI/ALTERNATIVE-CLASS	143.00		143.00	.00	143.00	0.00
3311	OASDI-CERTIFICATED	8,979.00		8,979.00	437.48	8,541.52	4.87

# Financial Summary Report (GLD500)

07 QSS UNIFIED SCHOOL DISTRICT SAMPLE FOR DOCUMENTATION		BOARD FINANCIAL SUMMARY FOR PERIOD ENDING 12/31/2005			GLD500	J2446	01/15/06	PAGE 1
FUND: 01 GENERAL FUND								
OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED	
REVENUE DETAIL								
	REVENUE LIMIT SOURCES :	12,091,249.00	951,405.00	13,042,654.00	356,607.30	12,686,046.70	2.73	
	FEDERAL REVENUES :	2,579,436.00	247,508.00	2,826,944.00	57,959.00	2,768,985.00	2.05	
	OTHER STATE REVENUES :	4,917,600.00	174,175.00	5,091,775.00	839,053.18	4,252,721.82	16.47	
	OTHER LOCAL REVENUES :	4,865,585.00	242,868.00	5,108,453.00	129,894.89	4,978,558.11	2.54	
* TOTAL YEAR TO DATE REVENUES		* * 24,453,870.00 *	1,615,956.00 *	26,069,826.00 *	1,383,514.37 *	24,686,311.63 *	5.30	
EXPENDITURE DETAIL								
	CERTIFICATED SALARIES :	3,632,889.00	82,352.00-	3,550,537.00	1,174,787.08	2,375,749.92	33.08	
	CLASSIFIED SALARIES :	4,447,774.00	381,890.00	4,829,664.00	1,904,830.91	2,924,833.09	39.44	
	EMPLOYEE BENEFITS :	2,184,664.00	57,048.00	2,241,712.00	841,964.73	1,399,747.27	37.55	
	BOOKS AND SUPPLIES :	540,678.01	57,768.00	598,446.01	207,150.54	391,295.47	34.61	
	SERVICES, OTHER OPER. EXPENSE:	3,298,817.00	288,431.00	3,587,248.00	928,944.51	2,658,303.49	25.89	
	CAPITAL OUTLAY :	258,890.00	91,779.00	350,669.00	103,479.99	247,189.01	29.50	
	OTHER OUTGOING :	169,974.00	68.00	170,042.00	15,469.00	154,573.00	9.09	
	DIRECT SUPPORT/INDIRECT COSTS:	823,871.20	6,660.00-	817,211.20	4,945.00-	822,156.20	0.00	
* TOTAL YEAR TO DATE EXPENDITURES		* * 15,357,557.21 *	787,972.00 *	16,145,529.21 *	5,171,681.76 *	10,973,847.45 *	32.03	
OTHER FINANCING SOURCES ( USES )								
	OTHER SOURCES :	32,021.00	4,182.00	36,203.00	1,780.80	34,422.20	4.91	
	OTHER USES :	1,394,323.00-	828,166.00-	2,222,489.00-	17,777.03-	2,204,711.97-	0.79	
	CONTRIB.- RESTRICTED PROGRAMS:	.00	.00	.00	.00	.00	NO EDGT	
* TOTAL YEAR TO DATE OTHER FINANCING		* 1,362,302.00-*	823,984.00-*	2,186,286.00-*	15,996.23-*	2,170,289.77-*	0.73	

# Summary Report by Resource (GLD320)

# Summary Report by Resource (GLD320)

## *Request Resource Summary Report (GLSB32) Window*

The instructions for this window focus on the following areas:

- ◆ Purpose of Report
- ◆ Launching the Report
- ◆ Main Selection Tab
- ◆ Sorts/Rollups Tab
- ◆ Sample Resource Summary Report (GLD320)

### *Purpose of Report*

The *Request Resource Summary Report (GLSB32)* window allows you to launch the Resource Summary Report (GLD320). The start of the reporting period is always the first day of the fiscal year. The ending date can be any date within that same fiscal year.

This report provides a year-to-date summary of financial activity for the following categories of resources:

- ◆ Unrestricted (0000 - 1999 -- except for 1100)
- ◆ Unrestricted California lottery (1100)
- ◆ Revenue limit restricted (2000 - 2999)
- ◆ Federal restricted (3000 - 5999)
- ◆ State and local restricted (6000 - 9999)

For federal, state, and local restricted funding, the report breaks out financial activity by selected resources, such as Resource 3310, Special Ed: IDEA Preschool Local Entitlement or Resource 3395, Special Ed: Alternative Dispute Resolution.

There are two report formats: budgets and actuals.

- ◆ The budgets format lists the projected increase or decrease to the fund balance over the reporting period. For each resource or group of resources, the report lists beginning fund balance, budgeted income, budgeted expenses, and projected ending fund balance.
- ◆ The actuals format has two groups of detail lines for each resource or group of resources.
  - ◇ The first group summarizes income and expenses. It lists the starting fund balance, actual income, actual expenses, and ending fund balance.

# Summary Report by Resource (GLD320)

- ◇ The second group summarizes financial activity for balance sheet accounts. It lists the net change to cash, accounts receivable, revolving cash, due from other funds, accounts payable, deferred revenues, and the resulting net increase or decrease to the balance sheet.



# Summary Report by Resource (GLD320)

Request Resource Summary Report (GLSB32) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection |  Sorts/Rollups |  Accounts |  Districts

### Request Resource Summary Report

District: 39 THE TRAIN USD

From date: 07/01/2007 To date: 06/30/2008

Report title:

	Report Format	Template	Last Updated
▶ 1	Resource Summary Rpt - Actuals	\$QSS_DATA/data/CTGLD32A	WED, JAN 09, 2008, 01:14 PM
2	Resource Summary Rpt - Budgets	\$QSS_DATA/data/CTGLD32B	

Include Approved/Unapproved GL trans: A - Approved transactions only

Apply Chart of Acct Ref Values:

Budget Type: W - Working

Include Budget Tfrs:

Col. Fields: RS

Show Pennies:

Default Usersec: ANWNY0 Yr:2008 Dist:39 Site:0 5/2/2017 4:55 PM

# Summary Report by Resource (GLD320)

Request Resource Summary Report (GLSB32) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Sorts/Rollups | Accounts | Districts

### Request Resource Summary Report

District: 39 THE TRAIN USD  
 From date: 07/01/2007 To date: 06/30/2008  
 Report title:

	Report Format	Template	Last Updated
▶ 1	Resource Summary Rpt - Actuals	\$QSS_DATA/data/CTGLD32A	WED, JAN 09, 2008, 01:14 PM
2	Resource Summary Rpt - Budgets	\$QSS_DATA/data/CTGLD32B	

Include Approved/Unapproved GL trans: A - Approved transactions only  
 Appy Chart of Acct Ref Values:   
 Budget Type: W - Working  
 Include Budget Tfrs:   
 Col. Fields: RS  
 Show Pennies:

Default Usersec: ANWNY0 Yr:2008 Dist:39 Site:0 5/2/2017 4:55 PM

# Summary Report by Resource (GLD320)

Request Resource Summary Report (GLSB32) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection  Sorts/Rollups  Accounts  Districts

	Sort	Rollup
▶ 1	F3 - Fund	
2		
3		
4		
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7		
8		
9		
10		

Default Usersec: ANWNY0 Yr:2008 Dist:39 Site:0 5/2/2017 4:56 PM

# Summary Report by Resource (GLD320)

Request Resource Summary Report (GLSB32) 39-QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Main Selection | Sorts/Rollups |  Accounts | Districts

Fnd	Resc	Y	Objt	SO	Goal	Func	CstCtr	Ste	Mngr	Field	Range	
											Low	High
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Default Usersec: ANWNYO Yr:2008 Dist:39 Site:0 5/2/2017 4:56 PM

# 101 Summary Report by Resource (GLD320)

07 QSS UNIFIED SCHOOL DISTRICT J5371		Resource Summary Report (Budgets)				GLD320	H.00.01 04/06/06 12:17 PAGE 1		
Budgets version		07/01/2005 - 06/30/2006							
Fund	:01	GENERAL FUND							
		Unrestricted	Unr Lottery	Rst Rev Lim	Federal	State/Local	Total		
		0:1999-1100	1100	2000:2999	3000:5999	6000:9999			
Beg Balance	9000:9699	891,347.96	0.00	0.00	0.00	0.00	891,347.96		
Income	8000:8979	17,099,702.89	171,406.00	2,949,639.00	3,903,856.00	9,404,546.00	33,529,149.89		
Cont frm Unrst Rxs	8980	6,840.00					6,840.00		
Cont frm Restr Revs	8990	0.00	0.00	0.00	-6,840.00	0.00	-6,840.00		
Expenditures	1000:7999	4,253,076.95	177,550.00	1,864,885.00	1,724,614.00	12,881,094.00	20,901,219.95		
Beg Bal + Income - Expense		13,744,813.90	-6,144.00	1,084,754.00	2,172,402.00	-3,476,548.00	13,519,277.90		
Federal	Federal	IASA-TITLE	SP ED-BASI	SP ED-PRSC	SP ED-PRSC	SP ED-PRSC	SP ED-INFA		
	3000:5999	3025	3310	3315	3320	3325	3330		
Beg Balance	9000:9699	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Income	8000:8979	3,903,856.00	48,438.00	557,247.00	484,232.00	222,728.00	40,482.00	44,106.00	
Cont frm Restr Revs	8990	-6,840.00	0.00	0.00	0.00	0.00	0.00	-6,840.00	
Expenditures	1000:7999	1,724,614.00	46,610.00	0.00	162,476.00	214,408.00	26,495.00	37,266.00	
Beg Bal + Income - Expense		2,172,402.00	1,828.00	557,247.00	321,756.00	8,320.00	13,987.00	0.00	
Federal	SP ED-INSE	SP ED-PRSC	SP ED-LOW	SP ED-EARL	SP ED-ALTE	VOC PGM-VO	IASA-DRUG		
(Continued)	3340	3345	3360	3385	3395	3515	3710		
Beg Balance	9000:9699	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Income	8000:8979	27,470.00	16,467.00	18,198.00	225,048.00	9,540.00	108,401.00	128,138.00	
Cont frm Restr Revs	8990	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Expenditures	1000:7999	13,993.00	2,392.00	18,198.00	81,913.00	9,540.00	104,859.00	28,136.00	
Beg Bal + Income - Expense		13,477.00	14,075.00	0.00	143,135.00	0.00	3,542.00	100,002.00	
Federal	TITLE VI-F	BILINGUAL	CD-BLOCK G	CALSERVE-L	AMRICORP				
(Continued)	4110	4230	5025	5575	5811				
Beg Balance	9000:9699	0.00	0.00	0.00	0.00				
Income	8000:8979	15,166.00	443,083.00	12,664.00	257,450.00	1,244,998.00			
Cont frm Restr Revs	8990	0.00	0.00	0.00	0.00	0.00			
Expenditures	1000:7999	9,146.00	275,521.00	12,664.00	153,430.00	527,567.00			
Beg Bal + Income - Expense		6,020.00	167,562.00	0.00	104,020.00	717,431.00			
State/Local	State/Local	ROC/P APPO	SCHOOL VIO	SPCIAL ED	STANDARDIE	MEGA-ITEM	EDUCATION		
	6000:9999	6350	6400	6500	6550	7005	7110		
Beg Balance	9000:9699	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Income	8000:8979	9,404,546.00	2,339,349.00	0.00	1,374,517.00	1,852,978.00	25,472.00	21,133.00	
Cont frm Restr Revs	8990	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Expenditures	1000:7999	12,881,094.00	968,745.00	-8,638.00	7,062,233.00	1,762,978.00	0.00	9,150.00	
Beg Bal + Income - Expense		-3,476,548.00	1,370,604.00	8,638.00	-5,687,716.00	90,000.00	25,472.00	11,983.00	
State/Local	ENVIRONMEN	INSTR MATE	INSTR MAT-	TRANSPORTA	TRANSPORTA	STAFF DEV-	STAFF DEV-		
(Continued)	7135	7155	7160	7235	7240	7270	7315		
Beg Balance	9000:9699	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Income	8000:8979	27,584.00	40,259.00	34,154.00	89,981.00	1,700,247.00	77,370.00	14,068.00	

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 FIN: Clearing Rules, Control Objects, District Definitions

Document Description	Already loaded	Access	Size	Update Date
OASIS version of Position Control Standard Manual	No	Yes	5.46 MB	09/09/2011
OASIS version of Substitute Teacher Tracking	Yes	Yes	0.60 MB	09/09/2011
Absence Tracking	Yes	Yes	5.31 MB	09/06/2011
Absence Tracking Transition	No	Yes	2.05 MB	08/05/2011
Benefits Management Manual	Yes	Yes	4.51 MB	08/05/2011
Budget Development Getting Started (QCC Version)	No	Yes	0.29 MB	08/05/2011
Budget Development Training Notes (QCC Version)	No	Yes	1.57 MB	08/05/2011
Finance - Adv Budget and Fin Reports Training	Yes	Yes	1.56 MB	08/05/2011
Finance - Systems Implementation	No	Yes	1.67 MB	08/05/2011
Financial Reporting for New Users (QCC Version)	No	Yes	1.48 MB	08/05/2011
Fixed Assets	Yes	Yes	4.78 MB	08/05/2011
HR Code Maintenance	Yes	Yes	16.67 MB	08/05/2011
HR Introductory Overview	Yes	Yes	0.81 MB	08/05/2011
Invoice/Billing Management Manual	Yes	Yes	3.05 MB	08/05/2011
Print Manager - Printing Reports	No	Yes	3.26 MB	08/05/2011

Finance - Adv Budget and Fin Reports Training ---

Advanced Budget and Financial Reports Training Notes - These are the training notes are designed to give the experienced user of the QSS/OASIS financial system an understanding of how the QCC software functions in relation to financial and budget reporting.

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# Additional Resources

*Quintessential School Systems, Inc*

## *QCC Advanced Budget and Financial Reporting*

*Copyright © 2008 by Quintessential School Systems*

*2121 S. ElCaminoReal, San Mateo CA 94403 --- Voice 650/372-0200 --- Fax 650/372-3386 --- [www.qss.com](http://www.qss.com)*

*Published February 2008*



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Invoice/Billing Management Manual	Yes	Yes	3.05 MB	08/05/2011
Print Manager - Printing Reports	No	Yes	3.26 MB	08/05/2011

Finance - Systems Implementation ---

The purpose of this document is to provide clients with an introduction to the QSS/OASIS Financial System in the new GUI (Graphic User Interface) environment. It is assumed that users are familiar with the functionality of the traditional screens and need primarily to see how this functionality has been transferred into a Windows environment. Field-by-field explanations are therefore at a minimum.

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# Additional Resources

*Quintessential School Systems, Inc.*

## QSS/OASIS GUI Finance System Implementation Guide

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2121 S. El Camino Real, Suite D-200, San Mateo, CA 94403 - Voice 650/372-0200 - Fax 650/372-3388 - [www.qss.com](http://www.qss.com)

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Financial Reporting for New Users (QCC Version) ---

This course is designed to give the new user of the QSS ControlCenter, or QCC, financial system a basic understanding of how the new GUI (graphical user interface) screens function in relation to basic financial and budget reporting. Time will be spent with the mechanics of the major reports and the various reporting formats available with each report, in addition to looking at the enhanced features available in QCC financial reporting.

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Quintessential School Systems

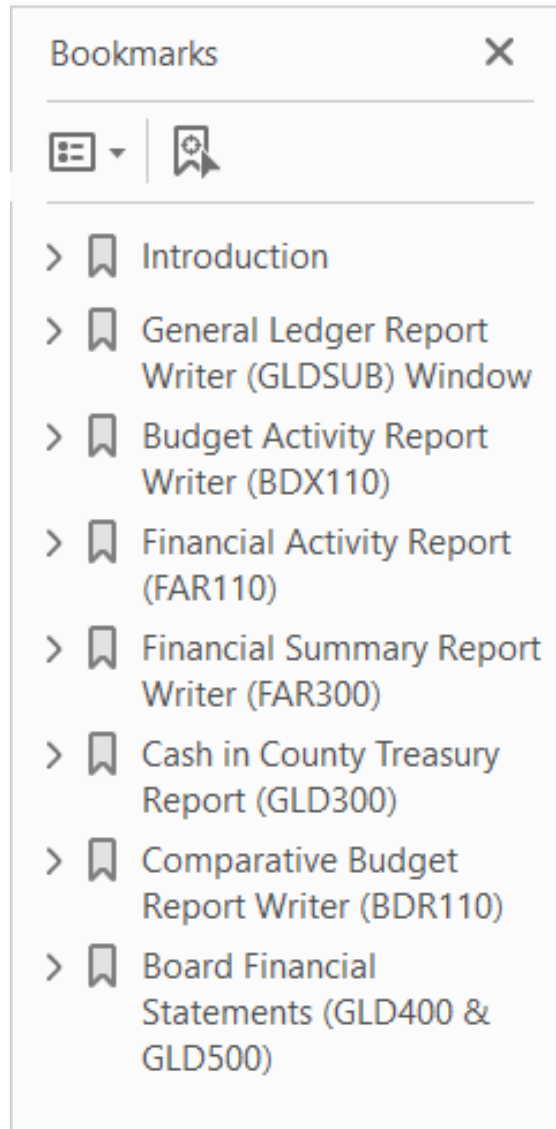
## *QCC Financial Reporting for New Users*

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Modules, Tasks and Security Manual (MTUS) (QCC Version)	Yes	Yes	9.18 MB	03/14/2020
QSS/OASIS Combined Release Notes	Yes	Yes	15.02 MB	03/14/2020
QSS/OASIS TX19 Release 2019 1099 Tax Year Guide	Yes	Yes	2.21 MB	01/10/2020
QSS/OASIS TX19 Release 2019 W2 Tax Year Guide	Yes	Yes	6.26 MB	01/10/2020
QSS/OASIS TX19 Release 2019 Guide for Preparing and Printing ACA Forms	No	Yes	1.31 MB	12/04/2019
QSS/OASIS TX19 Release 2019 W2 and 1099 Operator Commands	No	Yes	0.40 MB	12/04/2019
Finance - Fiscal Year Transition Manual	Yes	Yes	16.36 MB	07/15/2019
▶ Finance (Core) Manual (QCC Version)	Yes	Yes	9.71 MB	04/12/2018
ESS 4.2.7 Release Notes	No	Yes	1.89 MB	03/09/2018
PDS 4.2.1 Release Notes	No	Yes	0.74 MB	03/09/2018
Accounts Payable / Purchasing Manual (QCC Version)	Yes	Yes	17.41 MB	02/25/2017
Position Control (QCC)	Yes	Yes	10.33 MB	08/12/2016
Budget Development Manual	Yes	Yes	4.08 MB	07/18/2016
QCC Core Personnel Manual	Yes	Yes	4.49 MB	10/16/2015
QCC (QSS Control Center)	No	Yes	2.21 MB	08/31/2015

Finance (Core) Manual (QCC Version) ---

This manual is a reference guide for setting up and using the QSS/OASIS Financial System. It tells how to set up the general ledger for a fiscal year, create a chart of accounts, manage the budget, make adjustments to the general ledger, manage receivables, create payroll transfers, and create reports.

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# Additional Resources



## QSS/OASIS Core Financial Manual

Published: 11/2007

Revised: 04/2018













# Additional Resources

Bookmarks

- QSS/OASIS Core Financial Manual
- Contents at a Glance
- Contents
- List of Tables
- List of Figures
- > Chapter 1 : Introduction
- > Chapter 2 : Setting Up and Using Core Financial
- > Chapter 3 : General Ledger Maintenance Window
- > Chapter 4 : Chart of Accounts Window
- > Chapter 5 : Finance Maintenance Window
- > Chapter 6 : Budget Maintenance Window
- > Chapter 7 : GL Application Window
- > Chapter 8 : GLAR - Accounts Receivable (No Invoicing) Window
- > Chapter 9 : Payroll Transfers



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- >  Chapter 10 : Financial Reports
- >  Appendix A : Common Elements in QCC Windows
- >  Appendix B : GL Account Lookup Window
- >  Appendix C : Presets
- >  Appendix D : Grid Output Window
- >  Appendix E : Account Maintenance Window
- >  Appendix F : QSSInstaPrint Window
- >  Appendix G : Auto Add Rows
- >  Appendix H : Importing Row Data
- >  Appendix I : General Ledger Transaction Types
- >  Revision History
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