

Running Fund Summary and detail Reports

Navigation: Main Menu > CWU Custom Functions > Reports > nVision Multi Chartfield Rpt

1. Run The Fund Summary report using the following run control:

nVision Multi Chartfield Rpt

Run Control ID: TS_FUND_SUMMARY

[Report Manager](#)

[Process Monitor](#)

Fill in the Report parameters, click Save(at the bottom), then click Run.

[Run](#)

*Report ID [FUND SUMMARY](#)

*Sub Report ID [Fund Summary](#)

*Through Date [31](#)

Comments made by User manager.

Chartfield Groups Find First 1-2 of 2 Last

*Select Group Type [Chartfield or Group](#) [+](#) [-](#)

Selection Criteria Find | View All First 1 of 1 Last

*Select Criteria Type [Top Level of Tree](#)

Customize Find View All 1 1 First 1 of 1 Last	
Report Field Value	Description
1 <input type="text" value="CEO"/> + -	President

*Select Group Type [Fund or Group](#) [+](#) [-](#)

Selection Criteria Find | View All First 1 of 1 Last

*Select Criteria Type [Select from Tree Node1](#)

Customize Find View All 1 1 First 1 of 1 Last	
Report Field Value	Description
1 <input type="text" value="ALL FUNDS"/> + -	All Funds

Message box to prompt Users what parameters should be entered.

[Save](#)

[Return to Search](#)

[Notify](#)

[Add](#)

[Update/Display](#)

This will produce the Fund Summary report in Report Manager:

Report List				Customize	Find	View All	1-21	First	1-21 of 21	Last	
Select	Report ID	Prcs Instance	Description	Request Date/Time	Format	Status	Details				
<input type="checkbox"/>	969189	831632	FUND SUMMARY AS OF 2012-03-31 FOR CEO FOR ALL FUNDS FUNDS	04/23/2012 11:18:49AM	Microsoft Excel Files (*.xls)	Posted	Details				

Which looks like this in Excel (rows expanded in State General node):

CENTRAL WASHINGTON UNIVERSITY											
Fund Summary for CEO - President											
For fund(s): ALL FUNDS - All Funds											
as of March 31, 2012											
Percent of Fiscal Year 75.00%											
		Current YTD Budgets			Current YTD Actuals					Budget Balance	Budget Exp %
Fund/Group	Description	Revenue	Expense	Bud Variance	Revenue	Expense	Transfers	Encumbrances	Net Gain/Loss	Budget Balance	Budget Exp %
ALL FUNDS	All Funds										
000	Foundation	-	-	-	2,385,340	1,568,041	-	5,541	811,758	-	
FOUNDATION	CWU Foundation	-	-	-	2,385,340	1,568,041	-	5,541	811,758	-	
CWU	CWU - Funds										
STATE GENERAL	State General										
001	State General Fund	-	22,468,000	(22,468,000)	16,102,000	16,095,156	-	785,315	(778,472)	5,587,528	71.64%
08A	Education Legacy Trust	-	9,538,000	(9,538,000)	5,904,000	6,781,000	-	-	(887,000)	2,747,000	71.20%
064	Preventive Facility Maint	-	1,211,000	(1,211,000)	1,211,000	909,000	-	-	302,000	302,000	75.08%
149	Local General Tuition	-	56,599,320	(56,599,320)	58,137,080	41,241,416	(420,050)	-	16,475,614	15,357,905	72.87%
275	CWU Operating Fee	-	-	-	-	420,050	420,050	-	-	-	-
489	Pension Funding	-	-	-	-	-	-	-	-	-	-
449	Admin Services	5,700,000	5,700,000	-	4,687,957	777,500	-	-	3,910,457	4,922,500	13.64%
STATE GENERAL	State General	5,700,000	95,516,320	(89,816,320)	86,042,037	66,234,122	-	785,315	19,022,600	26,496,883	69.34%
LOCAL	Local Funds	21,639,749	27,755,221	(6,115,472)	17,099,132	15,799,173	233,713	546,669	987,004	11,409,379	56.92%
GRANTS & CONTRACTS	Grants & Contracts	-	40,734,766	(40,734,766)	29,307,918	36,850,993	(182,670)	1,195,611	(8,921,356)	2,688,162	90.47%
CAPITAL	Capital Projects	-	19,074,799	(19,074,799)	12,090,160	24,473,833	-	(11,175,451)	(1,208,223)	5,776,417	126.30%
STUDENT ACTIVITIES	Student Activity Projects	11,541,830	11,761,517	(219,687)	11,858,572	7,874,279	8,666	140,879	3,852,079	3,746,359	66.95%
ENTERPRISE	Enterprise Funds	39,172,227	37,140,779	2,031,448	26,773,222	26,493,901	(642,179)	180,126	(542,984)	10,466,752	71.33%
INTERNAL SERVICE	Internal Service Funds	5,882,615	8,576,363	(2,693,748)	4,893,167	5,749,321	480,856	500,176	(875,473)	2,326,867	67.04%
TRUST AND LOAN FUNDS	Trust, Agency, and Loan Funds	-	-	-	4,870,144	5,747,812	(59,650)	-	(937,318)	-	-
MISC FUNDS	Misc Funds	-	-	-	-	7,563,901	1,593,895	-	(5,970,006)	-	-
CWU	CWU - Funds	83,936,421	240,559,765	(156,623,343)	192,934,352	196,787,334	1,432,630	(7,826,676)	5,406,323	51,599,106	81.80%
ALL FUNDS	Totals	\$83,936,421	\$240,559,765	\$(156,623,343)	\$195,319,691	\$198,355,375	\$1,432,630	\$(7,821,135)	\$ 6,218,081	\$50,025,524	82.46%

2. Run the Fund Detail reports using this run control which will produce the 10 fund group reports:

nVision Multi Chartfield Rpt

Run Control ID: TS_FUND_DETAILS

[Report Manager](#) [Process Monitor](#)

Fill in the Report parameters, click Save(at the bottom), then click Run.

Rur

*Report ID FUND SUMMARY

*Sub Report ID Fund Detail

*Through Date

Comments made by User manager.

Chartfield Groups Find First 1-2 of 2 Last

*Select Group Type Chartfield or Group + -

Selection Criteria Find | View All First 1 of 1 Last

*Select Criteria Type Top Level of Tree

Customize Find View All First 1 of 1 Last	
Report Field Value	Description
1 <input type="text" value="CEO"/>	President + -

*Select Group Type Fund or Group + -

Selection Criteria Find | View All First 1 of 1 Last

*Select Criteria Type Consolidated by Fund

Customize Find View 1 First 1-10 of 10 Last	
Report Field Value	Description
1 <input type="text" value="STATE GENERAL"/>	State General + -
2 <input type="text" value="LOCAL"/>	Local Funds + -
3 <input type="text" value="ENTERPRISE"/>	Enterprise Funds + -
4 <input type="text" value="INTERNAL SERVICE"/>	Internal Service Funds + -
5 <input type="text" value="STUDENT ACTIVITIES"/>	Student Activity Projects + -
6 <input type="text" value="GRANTS & CONTRACTS"/>	Grants & Contracts + -
7 <input type="text" value="CAPITAL"/>	Capital Projects + -
8 <input type="text" value="TRUST AND LOAN FUNDS"/>	Trust, Agency, and Loan Funds + -
9 <input type="text" value="MISC FUNDS"/>	Misc Funds + -
10 <input type="text" value="FOUNDATION"/>	CWU Foundation + -

Message box to prompt Users what parameters should be entered.

Save

Notify

Add

Update/Display

This run control produces these reports in Report Manager:

Report List				Customize	Find	View All	First	1-31 of 31	Last
Select	Report ID	Prce Instance	Description	Request Date/Time	Format	Status	Details		
<input type="checkbox"/>	969201	831633	FUND DETAILS OF 2012-03-31 FOR CEO FOR MISC FUNDS FUNDS	04/23/2012 11:28:20AM	Microsoft Excel Files (*.xls)	Posted	Details		
<input type="checkbox"/>	969200	831633	FUND DETAILS OF 2012-03-31 FOR CEO FOR TRUST AND LOAN FUNDS FUNDS	04/23/2012 11:28:10AM	Microsoft Excel Files (*.xls)	Posted	Details		
<input type="checkbox"/>	969199	831633	FUND DETAILS OF 2012-03-31 FOR CEO FOR INTERNAL SERVICE FUNDS	04/23/2012 11:27:53AM	Microsoft Excel Files (*.xls)	Posted	Details		
<input type="checkbox"/>	969198	831633	FUND DETAILS OF 2012-03-31 FOR CEO FOR ENTERPRISE FUNDS	04/23/2012 11:27:32AM	Microsoft Excel Files (*.xls)	Posted	Details		
<input type="checkbox"/>	969197	831633	FUND DETAILS OF 2012-03-31 FOR CEO FOR STUDENT ACTIVITIES FUNDS	04/23/2012 11:27:20AM	Microsoft Excel Files (*.xls)	Posted	Details		
<input type="checkbox"/>	969196	831633	FUND DETAILS OF 2012-03-31 FOR CEO FOR CAPITAL FUNDS	04/23/2012 11:27:05AM	Microsoft Excel Files (*.xls)	Posted	Details		
<input type="checkbox"/>	969195	831633	FUND DETAILS OF 2012-03-31 FOR CEO FOR GRANTS & CONTRACTS FUNDS	04/23/2012 11:26:43AM	Microsoft Excel Files (*.xls)	Posted	Details		
<input type="checkbox"/>	969194	831633	FUND DETAILS OF 2012-03-31 FOR CEO FOR LOCAL FUNDS	04/23/2012 11:26:22AM	Microsoft Excel Files (*.xls)	Posted	Details		
<input type="checkbox"/>	969193	831633	FUND DETAILS OF 2012-03-31 FOR CEO FOR STATE GENERAL FUNDS	04/23/2012 11:25:58AM	Microsoft Excel Files (*.xls)	Posted	Details		
<input type="checkbox"/>	969192	831633	FUND DETAILS OF 2012-03-31 FOR CEO FOR FOUNDATION FUNDS	04/23/2012 11:25:21AM	Microsoft Excel Files (*.xls)	Posted	Details		

These reports look like this in Excel (and can be expanded to see dept/pid level info):

CENTRAL WASHINGTON UNIVERSITY															
Summary for CEO - President															
For funds: LOCAL - Local Funds															
as of March 31, 2012															
75.00%															
Percent of Fiscal Year															
Current Year to Date Budgets															
Ex/Div/Dept/Proj	Description	Revenue	Expense	Bud Variance	Revenue	Expense	Transfers	Encumbrances	Net Gain/Loss	Exp Bud Balance	Unrestricted Fund Balance Beginning	Est Ending	Budget Exp %	Prior 2 Yr Avg Exp %	
CEO	President														
PRESIDENT	Office of the President	1,401,101	1,766,271	(365,170)	1,355,844	1,333,788	8,016	63,896	(33,824)	368,587	(195,594)	(229,418)	75.51%	83.56%	
PRESIDENT	Office of the President	1,401,101	1,766,271	(365,170)	1,355,844	1,333,788	8,016	63,896	(33,824)	368,587	(195,594)	(229,418)	75.51%	83.56%	
CENTRAL ACCTS	CWU - Central Budgets		896,761	(896,761)		163,000	(320,000)	74,698	(557,788)	658,972	1,216,761	658,972	18.19%	8.76%	
ACCTS CENTRAL	Central Accounts		896,761	(896,761)		163,000	(320,000)	74,698	(557,788)	658,972	1,216,761	658,972	18.19%	8.76%	
CENTRAL ACCTS	CWU - Central Budgets		896,761	(896,761)		163,000	(320,000)	74,698	(557,788)	658,972	1,216,761	658,972	18.19%	8.76%	
ASL	Academic and Student Life														
OFFICE PROVOST	Office of the Provost	11,032,391	9,068,032	1,944,359	7,740,602	5,702,456	(2,955,522)	111,394	(1,028,770)	3,274,182	3,852,768	2,833,998	62.75%	70.83%	
CEPS	Dean College of Ed & Prof St	427,785	1,658,312	(1,230,527)	276,696	869,370	1,061,303	61,954	426,956	726,980	1,119,013	1,545,959	32.42%	50.14%	
COTS	Dean College of the Sciences	663,577	2,388,050	(1,622,463)	466,431	904,968	956,887	35,719	482,630	1,347,352	1,076,923	1,559,552	39.55%	62.49%	
AVP GRAD	Assoc VP Grad St. Res. Cont Ed	75,297	848,589	(773,292)	220,696	323,276	84,573	5,692	(23,499)	519,621	499,159	475,061	38.09%	73.15%	
CAH	Dean College of Arts & Hum	451,607	1,068,895	(617,287)	268,835	389,728	357,261	19,918	219,431	682,229	421,723	641,154	35.52%	62.66%	
LIB	Dean Library Services	31,250	255,660	(224,410)	22,350	136,030	167,104		53,425	119,830	106,578	100,003	83.17%	64.67%	
AVP CTRS	Asst VP Ctr & CC Relations											2,895	0.00%	0.00%	
COB	Dean College of Business	24,475	287,591	(263,076)	9,913	134,175	257,511	2,084	131,165	151,292	232,055	363,221	46.06%	61.32%	
AVP US	Assoc VP Undergraduate Studies	418,000	437,705	(19,705)	457,180	245,762	77,629	43,210	245,836	148,732	669,203	915,239	56.75%	66.04%	
OSIP	Ex Dir - International Studies	2,565,306	2,793,968	(228,662)	1,536,606	1,709,919	71,920	734	(108,127)	1,063,315	936,320	834,193	67.80%	73.96%	
ENR'L MGMT	Enrollment Management	751,000	1,079,511	(328,511)	698,109	774,062	23,244		2,964	(61,617)	302,546	430,859	363,132	71.77%	73.00%
ST SUCCESS	Dean of Student Life	2,515,602	2,852,417	(336,815)	2,214,216	1,720,573	23,691	19,942	497,350	1,111,900	792,988	1,290,387	60.52%	72.62%	
ASL	Academic and Student Life	18,956,290	22,678,939	(3,722,649)	13,899,829	12,907,341	145,881	303,612	834,758	9,467,987	10,140,645	10,975,403	56.91%	70.10%	
BFA	Business and Financial Affairs														
VP BFA	VP Business & Financial Affairs										4,580	4,580		194.86%	
AVP FIN	Finance & Business Auxiliaries	305,008	597,262	(142,254)	676,302	396,868	4	1,040	278,177	129,233	654,228	1,082,405	165.99%	56.01%	
AVP ITS	Information Technology Service	764,350	1,549,888	(785,538)	824,648	808,562	399,812	22,579	391,299	718,728	440,524	631,853	82.17%	65.99%	
AVP FAC	Facilities Management	55,000	255,000	(200,000)	261,446	140,716			50,628	70,102	63,656	394,776	55.95%	42.31%	
AVP BUS POL	Asst VP Bus Aux & Pub Safety	78,000	81,100	(3,100)	83,164	48,668			30,216	9,599	4,280	13,839	60.01%	78.97%	
AVP ORG EFF	Organizational Effectiveness										1,868	1,868		0.00%	
BFA	Business and Financial Affairs	1,282,358	2,413,250	(1,130,892)	1,843,459	1,394,954	399,816	104,463	743,857	913,833	1,585,563	2,329,426	57.80%	62.42%	
CEO	Total	\$21,639,749	\$27,755,221	\$ (6,115,472)	\$17,099,132	\$15,799,173	\$ 233,713	\$ 546,669	\$ 987,004	\$11,409,379	\$12,747,374	\$13,734,378	56.92%	68.41%	