What's New in the Data Warehouse: Project Reporting

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Enhancements and Updates to the Project Status Cube

KK Transactions Job Aide (value fields)

Budget Cube Only	Project Cube Only	Either Cube
Dept Budget Amount	Project Budget Amount	Actual Amount
Dept Remaining Balance	Project Remaining Balance	Encumbrance Amount
		Estimated Revenue Amount
		Net Income
		Recognized Revenue Amount
		Revenue Balance
		Transaction Count
		Total Expended

▲ Σ KK TRANSACTIONS
- ☑ **Actual Amount**
- ☐ Dept Budget Amount
- ☐ Dept Remaining Balance
- ☑ **Encumbrance Amount**
- ☐ Estimated Revenue Amount
- ☐ Net Income
- ☑ **Project Budget Amount**
- ☑ **Project Remaining Balance**
- ☐ Recognized Revenue Amount
- ☐ Revenue Balance
- ☐ Total Expended
- ☐ Transaction Count

Pending Transaction Information

- Pending transactions are now included in the Project Status Cube and Reports.

- Any transaction that has been budget checked, even prior to final approval, will be displayed here.

- Benefits:
  - Improved ability to determine remaining balance.
  - Earlier access to transaction data.

Journal Source and Line Detail

- Feature Release: Line level detail and journal source information
  - Enhancement Request: Add GL Journal sources to the cubes.
  - Enhancement Request: Add line description to the cube.

| [$KK_TRANSACTIONS_DT].[F]	[$KK_TRANSACTIONS_DT].[PS Doc Descr]	[$KK_TRANSACTIONS_DT].[PS Doc Detail D]
Journal_ID - 1000086308	PRE - Pre-approved by Central Office - SE-VDI-Oct	JL_No 17 - EITS-SE-VDI-Oct
Journal_ID - 1000086282	ACT - Central Accounting use only - To distribute telephone charge	JL_No 129 - TELECOM GTA OCT 2019
Voucher_ID - 10320148	Staples Stickies Lined Standar	3428275895 - I1162612
Journal_ID - PCARD84146	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 660 - NY TIMES NATL SALES
Journal_ID - EITS084831	EIT - EITS - EITS Transactions	JL_No 782 - EITS WO 20-42204 Ph 001 IREL
Journal_ID - MAIL084779	CM - Campus Mail - Campus Mail Transactions	JL_No 360 - 2 1st Class Mail
Journal_ID - 1000084675	ONL - Online Journal Entry - LifeREADY AED annual charge	JL_No 2 - LifeREADY AED Software-Leased
Journal_ID - FMD0086749	FMD - Facilities Mgmt Div AIM - FMD Aim Transactions	JL_No 47 - WO 2021527 Ph 01 RE-IN L CW
Journal_ID - TSWO085726	TS - Telephone Services - Telephone Services Transaction	JL_No 160 - Telephone Services Billing

P-Card Detail

- Feature Release: P-Card journal line detail added to drill through
  - This is in response to an enhancement request to post P-Card charges by individual charge instead of batch.

PS Doc ID	PS Doc Descr	PS Doc Detail Descr	PS Doc Detail Reference
Journal_ID - PCARD28690	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 552 - NYTIMES	Pcard Holder Name
Journal_ID - PCARD25430	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 387 - NYTIMES	
Journal_ID - PCARD13058	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 1085 - NY TIMES NATL SALES	
Journal_ID - PCARD07781	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 930 - NY TIMES NATL SALES	
Journal_ID - PCARD71763	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 378 - NY TIMES NATL SALES	
Journal_ID - PCARD21493	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 334 - NYTIMES	
Journal_ID - PCARD88044	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 330 - NY TIMES NATL SALES	
Journal_ID - PCARD01835	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 260 - NY TIMES NATL SALES	
Journal_ID - PCARD17723	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 238 - NYTIMES	
Journal_ID - PCARD93252	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 627 - NY TIMES NATL SALES	
Journal_ID - PCARD84146	PCD - Purchasing Card - Purchasing Card Transactions	JL_No 660 - NY TIMES NATL SALES	

Analysis Type Pivot Field

- The Analysis Type pivot field is no longer available in either the pivot table or the drill through of the new Project Status Cube.

- The data is not available in the new data source that is being used.

- If you need access to this data, there are queries available in the Financial Management System.
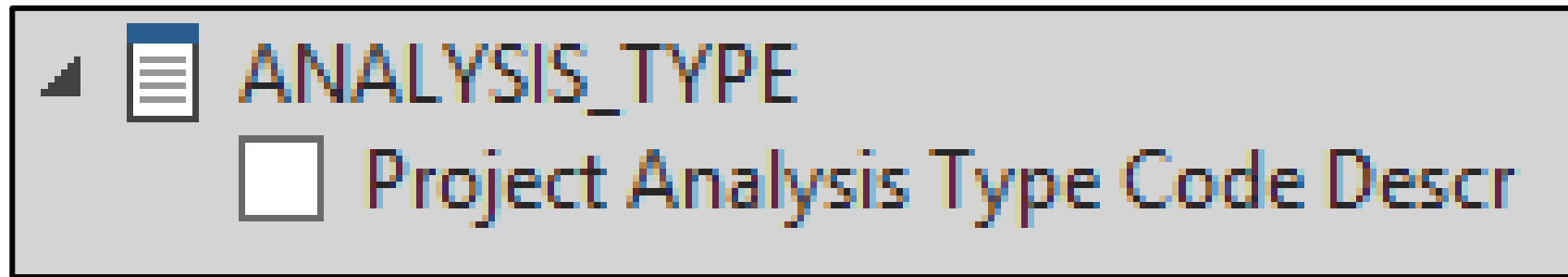
Enhancements and Updates to the Project Reports

Project Status Report

Monthly Status Report for Projects

Project Status Report

1. Project Status Report*: No change

2. PSR Drill Through:
   - Filter added for encumbrances to hide or show them.
   - Filter added for transaction type to include/exclude based on type.
   - Increased detail added to PS Doc Descr and PS_Doc_Detail_Descr

3. PSR Payroll: No change

4. Project Burn Rate*:
   - Filters added for Project, Activity, and Fund

5. PBR Drill Through:
   - Increased detail added to PS Doc Descr and PS_Doc_Detail_Descr

Project Status Report (Cont'd)

6. Project Summary*:
   o Dropdown for Account Breakdown added, allows users to select level 2 or level 3 for increased visibility.

7. Payroll Summary*: New name!
   o Column order adjusted to improve functionality
   o Account Code and Description added to allow users the ability to distinguish between salary and fringe.

- Lastly, asterisks (*) were added to the title of each tab that include project filters. This functionality allows users to quickly identify the tabs that require project information to be input. This results in a report that flows from tab to tab with consistent project information.

Monthly Status Report (for Projects)

- Two new tabs have been added to the Project Status Report.
- The MSR for Projects provides project information by accounting period.
- Carryforward balances are calculated for budget, encumbrance, and actuals up to the accounting period selected.
- Only transactions for the selected accounting period are included in the monthly actuals amount column and detail tab.
- Multiple projects can be selected – the detail tab will group transactions by project.

*New!*

Tips and tricks for operating the Project Status Reports

Searching and Selecting from Dropdown Menus

- To search through a long list of departments, funds, etc. and only pull back items that start with a certain selection, type in the selection and then the asterisk (*)
  - This is especially helpful for departments because departments with letters in them are often sorted separately from departments that entirely numerical.

- Once you've isolated your range, you can check them all in one go by checking the top item in your range, holding down CTRL + SHIFT, and then checking the bottom item in your range.
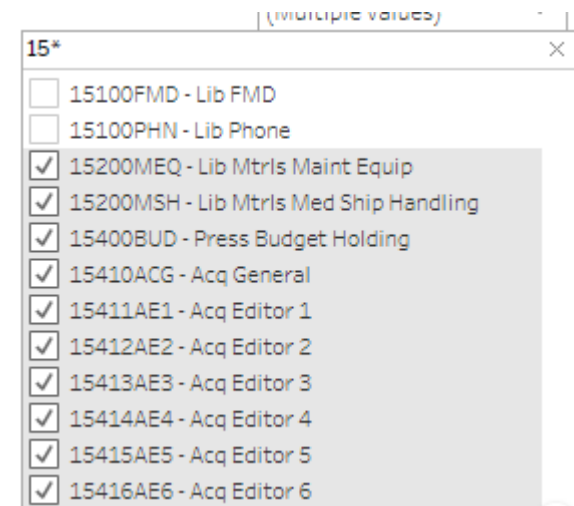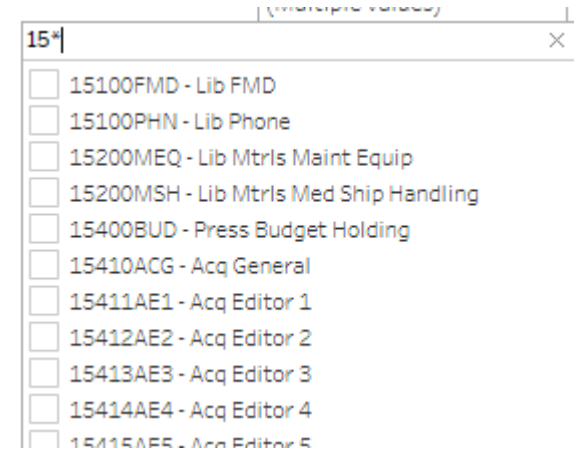
Highlighting Selections in Views and Exports

- Multiple aspects of a report can be selected at once by holding down CTRL.
  - o This allows you to draw attention to specific information in the report.
  - o This highlighting can be saved as part of your view.

Account Level 2	Account Level 3	Budget Bala..	Revenue Ba..
400000 - Revenue	485000 - Gifts (Budget)	$0.00	($21,883.40)
600000 - Travel	640000 - Travel Employee (B..	($4,169.07)	$0.00
	651000 - Travel-Non-Employ..	($1,976.00)	$0.00
700000 - Op Supplies & Expenses	700000 - Op Supplies & Expe..	$30,000.00	$0.00
	714000 - Supplies and Mater..	($12,377.95)	$0.00
	715000 - Repairs & Mainten..	($292.50)	$0.00
	727000 - Oth Operating Exp..	($996.00)	$0.00
	742000 - Pub & Printing (Bu..	($603.00)	$0.00
	744000 - Information Tech E..	($799.99)	$0.00
	771000 - Telecommunicatio..	($839.06)	$0.00
Fund Total		$7,946.43	($21,883.40)

Highlighting can also be included in PDF, image, and PowerPoint exports.

Including/Excluding Columns

Columns that contain description information or chartfields cannot be hidden.

Columns that contain amount values can be excluded or hidden when the information is not needed.

Program	Dept Code	Class	Oper Unit	Chartfield 1	Budget	Encumbrance	Actuals to Date	Monthly Actuals
			Personal Ser...	Bal Fwd:	$0.00	$0.00	$0.00	$0.00
					$0.00	$0.00	$0.00	$0.00
			Salaries-Reg...	Bal Fwd:	$22,986.00	$5,024.25	$17,961.36	$0.00
14600	11200	#NA	#NA		$0.00	($5,024.25)	$0.00	$0.00
14600	11200	#NA	#NA		$0.00	$5,024.25	$0.00	$0.00
14600	11200	#NA	#NA		$0.00	$0.00	$2,512.13	$2,512.13
14600	11200	#NA	#NA		$0.00	($2,512.13)	$0.00	$0.00

Resources

✓ Course materials and links to tutorials mentioned today can be found in the **Training Library** (Reporting and Data Warehouse > Getting Started with Reporting > Reporting with Data Warehouse)

✓ For additional assistance, please contact **OneSource Support Desk** at onesource@uga.edu or at 706-542-0202 (option 2).

Thanks for your attendance!

Still Have Questions?

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Photo/Joshua L. Jones (The Red & Black)

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