



The Official Newsletter of the Controller's Report Library

DID YOU KNOW?

The purpose of "Did You Know?" is to provide you with the latest information on new reports, new reporting parameter options, as well as helpful hints to make utilizing the Controller's Report Library a breeze.



The Top Ten Reasons to Tell Your Co-Workers About the Controller's Report Library!

- #10. 'Tis the Season for sharing and goodwill towards all!
 - # 9. Because the **WS – Change in Source of Funds Form** can be utilized when reclassifying funds for active and terminated employees.
 - # 8. Because a new column has been added to the **PURCH – Inv Prior to PO Detail Rpt**. Now in addition to the "approver ID" the "originator ID" is retrieved.
 - # 7. Why should you have all the fun!
 - # 6. Because a new time saving option has been added! Show them the "always use previous parameter" option located on the main page of the Library.
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- # 5. Because an additional option has been added to the parameter page of each report so they can select either the "default parameter" or "prev parameter".
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- # 4. To fulfill your 2006 New Year's resolution to be kind to others!
 - # 3. Because now is a good time for everyone to review their spending habits. The **FIN – Monthly Operating Rpt** provides a trend analysis comparing current period expenses to prior month and prior year averages.
 - # 2. Because the **FIN-Trans Detail w/Check Rpt** links the transactions detail information to the Accounts Payable check information.

And the number one reason why you should tell your co-workers about the Controller's Report Library is...

So they too can get a copy of the Controller's Report Library Newsletter!

I hope you find December's newsletter cheery!

Please feel free to contact me at palumbav@umdnj.edu with any suggestions, comments or concerns.

Happy New Year!
Angela

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Helpful Hints

Did You Know....

that the **FIN – Monthly Operating Rpt** has an option to display the "fund" or "org" on the report?

that the suggestion to include terminated employees on the **WS- Change in Source of Funds Form** was from one of our users?

Thanks, Marianne!

that Doug suggested adding the originator ID to the **PURCH-Inv Prior to PO Detail Rpt**?

Thanks, Doug!

More Great Tools!

[E-Print](#)

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[Revised -- Controller's Report Library Manual](#)

Points of Contact

Angela Palumbo
5-9064

Alexis Rean-Walker
5-9104