



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.

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Featured Reports of the Month

Finance Reports

Need to track your monthly expenses by program code? The **FIN-Monthly Expenses by Program Rpt** is the report for you! This report is loaded with parameter options. You can choose "salary" and/or "non-salary" either including or excluding encumbrances. You can even opt for the "annual" or "YTD budget" options.

What about tracking program codes within funds? Check out **FIN-Unit Expense by Program Rpt** to see the variances between budgeted amounts and actual expenses.

Speaking of program codes! Did you know that the **FIN-Available Balance Rpt** has a new parameter option. That's right! You can select your column output to "include" or "not include" program codes.

More New Options....

FIN-Monthly Operating Rpt now has a new parameter option! You can now select your output by "account, Org" or "subtotal by Org."

Account, Org

Acct	Desc	Org	Cur Exp
701101	Computer	XX1234	1,769
701101	Computer	XX1239	329

Subtotal by Org

Acct	Desc	Org	Cur Exp
701101	Computer	XX9123	1,769
701103	Printing and	XX9123	1,428
Org Subtotal:			3,197

The **FIN-Available Balance Detail Rpt** has a new column. The "account description" has been added to make the **FIN-Available Balance Detail Rpt** a "reader friendly" report. Another great suggestion from one of our users. Thanks, Mike!

I hope you find January's newsletter helpful. Next month's issue will focus on Grants.

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

Enjoy!
Angela

Helpful Hints

Did You Know....

that the **FIN-Negative Balance Rpt** has a new parameter option for "fund and account."

Another great suggestion from one of our users! Thanks, Bob!

that training for the Controller's Report Library is available!

Dates and Locations:

[Controller's Report Library training course # P677](#)

[Course Registration Form](#)

More Great Tools!

[E-Print](#)

[my.umdntj](#)

[Controller's Report Library Manual](#)

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