OBI Dashboard Updates

September 18, 2018
GL Funds Available & Transaction Export

Student Accounting drilldown

- From the GL transaction screens, clicking on the Account will display the Student Accounting details summarized in the transaction.
- Available to users with Bursar Dashboard access.

<table>
<thead>
<tr>
<th>Account</th>
<th>Period</th>
<th>Effective Date</th>
<th>JE Header Name</th>
<th>JE Header Description</th>
<th>JE Source Name</th>
<th>JE Category Name</th>
<th>Description</th>
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<td>MAR 2019-19</td>
<td>03/14/2019</td>
<td>SIS_PEOPLESOFT 2019-03-15 02:00:15 001 INTERFACE USD</td>
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<th>Source</th>
<th>Organization</th>
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<th>Function</th>
<th>Object</th>
<th>Line Descr</th>
<th>Amount</th>
<th>Subject</th>
<th>Catalog Nbr</th>
<th>EMPLID</th>
<th>PID</th>
<th>Pref/Pri Full Name</th>
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Grand Total 1,498.00
GL Funds Available

Grants Revenue Drilldown

• From the Object Summary, users have the option to drilldown to Grants Revenue transactions that are posted in summary to the GL
  • Option available on Object codes used in Grants to post revenue or funding entries
    • Revenue transactions for Sponsored projects
    • Funding transfers to support internal awards or capital projects – will display detail for both the funding account or the recipient account (aka cost center PTA).
### GL Funds Available – Grants Revenue

#### SAMPLE SCREENS

**Sponsored**

<table>
<thead>
<tr>
<th>Awd #</th>
<th>Draft Revenue #</th>
<th>Period</th>
<th>Funding/UBR Account</th>
<th>Funding/UBR Amount</th>
<th>Unearned Revenue Amount</th>
<th>PTA</th>
<th>Event Description</th>
<th>Revenue Amount</th>
<th>Account</th>
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**Capital**

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<th>PTA</th>
<th>Event Description</th>
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</tbody>
</table>
New prompts added

Grants transactions are only posted in summary in GL

- Sometimes users want/need to only view GL balances/transactions in GL and separately monitor their PTA data from Grants.
  - Useful in monitoring overspending
- Other times people are trying to tie out balances between the systems

These prompts provide common link across the systems:

- **Sources to Include?** (ALL/GL only/Grants only) – can view all cost centers, or just cost centers tracked in GL, or just Grants summary cost centers in GL.
- **Grants Award Category** (Capital/Cost Share/Internal Award/Sponsored/Unrestricted)
GL Balance Sheet

• Posted date is now available as a field to include in the transaction detail.
  • Previously added to GL Funds Available and Transaction Export
From the Grants transaction screens, clicking on the **Trans ID** will display the Student Accounting details summarized in the transaction.

- Available to users with Bursar Dashboard access.
New PEDS OBI roles

• Previously only employees with HR Dashboard access could view PEDS drilldown data.
  • This role provides access to all HR dashboard data
  • Has been given to some employees who only needed to view PEDS detail.
• New roles - only display portion of an EE pay included in payroll transaction
  • HR_PEDS_ALL – EE can see PEDS detail for any Grants transaction
  • HR_PEDS_PTA – EE can view PEDS detail only for PTAs where they are identified as a member
New PEDS OBI roles

NEXT STEPS

• CFAO’s to determine if they want to change any individuals’ access from HR_Dashboard_User to one of new roles
• Grants dashboards use new roles now.
• GL dashboards have been modified to allow drilldown for both HR_Dashboard_User and HR_PEDS_ALL roles.
Concur Defaults Dashboard

Available under Purchasing tab

• New dashboard page to display Concur Default Cost Center data
  • Errors Only Report – updates for these EE’s do not update to Concur until their errors are corrected
  • Missing Cost Centers – these EE’s do update in Concur, but EE needs to enter their costing for each transaction.
  • All detail – shows all EE’s with their default cost center (either GL or Grants)

Prompts for HR Planning Unit, HR Organization, employee name/#, or Cost Center GL or Grant segments
Employee Lookup

• Add CFAO column to Employee Lookup output
  • Some employees do not know/are not familiar with who holds this role in their planning unit.
  • Also used by IT to identify who needs to authorize access requests for eBiz/OBI.
Payroll Detail

• Transaction Date is now available as a field to include in the Payroll Detail dashboard

• Useful when viewing payroll accounting correction detail
Quick Reference Guides

• The following quick reference guides (QRG) have been updated to reflect these changes:
  • GL Funds Available
  • Grants Funds Available
• New Concur QRG was posted:
  • Purchasing: Concur Defaults