WEB QUICK TIPS

Chartfield Lookups

Question	Is the Activity valid
Example Solution	CIS > Administrative Financials Pagelet > Quick Chartfield Validate BU: 01 Activity: Input desire Activity Submit button NOTE: Solution also give the valid Orgid and Fund

Question	Where can I find the definition of Allowable/Unallowable
Example Solution	CIS > Administrative Financials Pagelet > Chartfields > Allowable/Unallowable Just click the link!

Question	Where can I get a list of my "custom account" descriptions for my Activity
Example Solution	CIS > Administrative Financials Pagelet > Chartfields > Custom Description List (under Account Ranges) Activity : Input Activity BONUS QUESTION: Where else can I see this? (Answer : Summary of Revenue and Expense Management Report)

Question	How do I get a list of all projects in my College (both active and inactive)
Example Solution	CIS > Administrative Financials Pagelet > Chartfields >Project Org ID Matches : Enter Orgid of the college Check Include Rollup Orgids Change Status radio button to Both

Question	How do I find all the Activites that have been added this fiscal year for my College
Example Solution	CIS > Administrative Financials Pagelet > Chartfields > Activity Org ID Matches : Enter Orgid of the college Check Include Rollup Orgids Date Added: Supply date range (07/01/2006 – 06/30/2007)

Question	How do I see the org structure for my org
Example Solution	CIS > Administrative Financials Pagelet > Chartfields > Org. ID Org ID (Rollup Structure) : Enter OrgID HINT: You can do this recursively

Question	How do I get a list of all Fund 2000 Activites in my College
Example Solution	CIS > Administrative Financials Pagelet > Chartfields > Activity Org ID: Enter Orgid Check Include Rollup Orgids Now What? (Download to Excel and filter or sort by Fund)