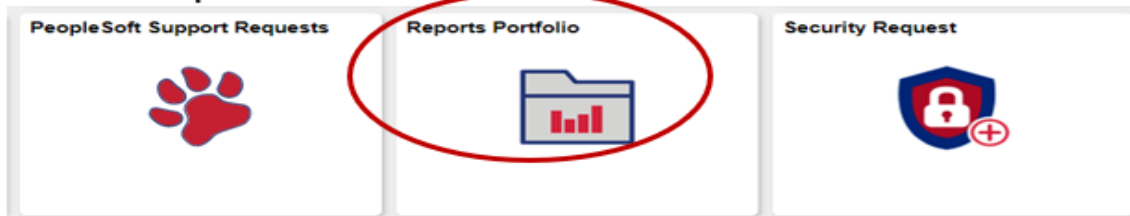
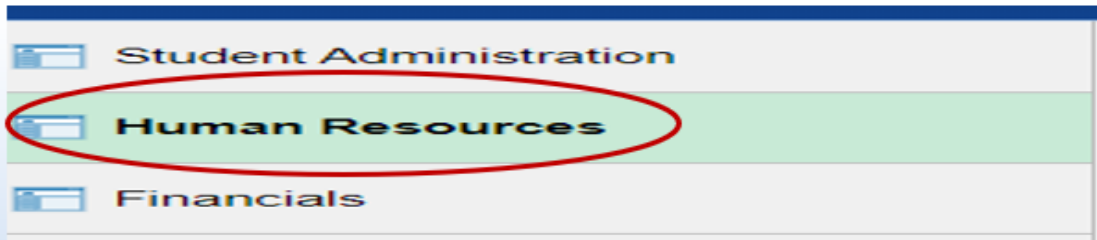


## HR BUDGET REPORT

- Go to my.fresnostate.edu
- Select Reports Portfolio



- Select Human Resources



### Human Resources

Click a link below to view the selected item. Or click the link labeled Customize Selections to add/remove items from your start page.

★ Recommended

[Customize Selections](#)

[Click Budget/Expenditure Reports](#)

#### Financial Budgets

<a href="#">Budget/Expenditure Reports</a>	Formatted Report	
<a href="#">Department Account Code Listing</a>	Formatted Report	

#### Finance

★ <a href="#">Petty Cash Voucher</a>	Electronic Form	Petty Cash Voucher for payment to vendors.
★ <a href="#">Purchase Alteration</a>	Electronic Form	Alterations to existing requisitions

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

Add a New Value

Search Criteria

Search by: Run Control ID begins with

Case Sensitive

Search

Advanced Search

Find an Existing Value

Add a New Value

1. Enter existing run control

2. Click either "Search" or "Add a New Value"

Run Control ID: 10109

Report Manager Process Monitor

Run

Report Selection

- Detail by Chartfield Level
- Expenditure Adjustments
- Summary by Chartfield Level
- Budget Adjustments

Required Parameters

\*Fiscal Year: 2020

\*Fund Type: All Funds

"Hired In" Department:

or "Charged To" Department: 12345

Include Rollup

Include Benefits Information

Optional Parameters

Fund Charged:

Class Charged:

Account Charged:

Save

Return to Search

Previous in List

Next in List

Notify

Add

Update/Display

1. Click Detail by Chartfield Level for Report Selection
2. Fill in all the Required Parameters
3. Click Run

## Process Scheduler Request

User ID 01369

Run Control ID 000013600

Server Name:  Run Date:    
Recurrence:  Run Time:    
Time Zone:

### Process List

Select	Description	Process Name	Process Type	*Type	*Format	Distribution
<input checked="" type="checkbox"/>	Budget/Expenditure Rpts	FRHR0956	SQR Report	Web	CSV	Distribution

1. Select Server Name from drop down
2. Press "OK"

Run Control ID: 10109

**Report Selection**

Detail by Chartfield Level     Expenditure Adjustments  
 Summary by Chartfield Level     Budget Adjustments

**Required Parameters**

\*Fiscal Year:

\*Fund Type:

"Hired In" Department:   or "Charged To" Department:

Include Rollup     Include Benefits Information

**Optional Parameters**

Fund Charged:

Class Charged:

Account Charged:

1. Click "Report Manager"

**View Reports For**

User ID  Type  Last  1 Days  Refresh

Status  Folder  Instance  to

**Report List** Personalize | Find | View All | First 1-2 of 2 Last

Select	Report ID	Prce Instance	Description	Request Date/Time	Format	Status	Details
<input type="checkbox"/>	1480588	4228822	Budget/Expenditure Rpts	05/26/2021 11:01:31 AM	Acrobat (*.pdf)	N/A	

**View Reports For**

User ID  Type  Last  1 Days  Refresh

Status  Folder  Instance  to

**Report List** Personalize | Find | View All | First 1-2 of 2 Last

Select	Report ID	Prce Instance	Description	Request Date/Time	Format	Status	Details
<input type="checkbox"/>	1480588	4228822	Budget/Expenditure Rpts	05/26/2021 11:01:31 AM	Acrobat (*.pdf)	Posted	<a href="#">Details</a>

1. Click "Refresh", when status is changed to "Posted" you are ready to view your report.
2. Click Details to view the report.

**Report Detail**

**Report**

Report ID 1538947 Process Instance 4295524 Message Log

Name FRHR0956 Process Type SQR Report

Run Status Success

Budget/Expenditure Rpts

**Distribution Details**

Distribution Node HFRPRD Expiration Date 06/01/2019

**File List**

Name	File Size (bytes)	Datetime Created
41105 (Hired In)_FY2018_4295524.xls	33,327	04/17/2019 8:36:07.867357AM PDT
SQR_FRHR0956_4295524.log	1,597	04/17/2019 8:36:07.867357AM PDT
frhr0956_4295524.out	475	04/17/2019 8:36:07.867357AM PDT

**Distribute To**

Distribution ID Type	*Distribution ID
User	14971

OK Cancel

Click the link to view the report on excel file format

# Budget/Expenditure Report:

California State University, Fresno

HR Department Budget Report

Detail by Chartfield Level

Date Time: 05-26-2021 12:24:49 PM

Fiscal Year: 2020

Department: 12345R (Charged To)

Fund	Org	Class	Account	Project	PY Chrg	Acct Desc	Level	Employee	Orig Bdgt	Adj Bdgt	Cur Bdgt
90000	12345	00000	601850			Personnel Services Reserves	Pool 910 Personnel Services Reser		\$7,500.00	(\$7,500.00)	\$0.00
90000	12345	00000	601921			Management & Supervisory Sal	Appt 78945-0 Superman		\$15,725.00	\$0.00	\$15,725.00
90000	12345	00000	601921			Management & Supervisory Sal	Pool 200 Management & Superviso	89456-0 Batman	\$0.00	\$0.00	\$0.00
90000	12345	00000	601921			Management & Supervisory Sal	Pos # 4155 Sr Dir of DC Comics		\$0.00	\$0.00	\$0.00
90000	12345	00000	601931			Regular Staff Salaries	Appt 124578-0 Wonder Woman		\$65,088.00	\$0.00	\$65,088.00
90000	12345	00000	601931			Regular Staff Salaries	Appt 65412-0 Supergirl		\$57,912.00	\$0.00	\$57,912.00
90000	12345	00000	601931			Regular Staff Salaries	Pool 300 Serialized Staff	101010-0 Aquaman	\$0.00	\$0.00	\$0.00
90000	12345	00000	601931			Regular Staff Salaries	Pool 300 Serialized Staff		\$24,000.00	\$0.00	\$24,000.00
90000	12345	00000	601933			Overtime	Appt 106006-0 Lex Luthor		\$0.00	\$0.00	\$0.00
90000	12345	00000	601933			Overtime	Pool 905 Temporary Help	10601-0 Bane	\$0.00	\$0.00	\$0.00
90000	12345	00000	601936			Terminal Pay	Appt 11333-Penguin		\$29,232.00	\$0.00	\$29,232.00
90000	12345	00000	601936			Terminal Pay	Pool 908 Terminal Pay		\$0.00	\$0.00	\$0.00
90000	12345	00000	601961			Temporary Help	Appt 1059256-0 Alfred Pennyworth		\$0.00	\$0.00	\$0.00
90000	12345	00000	601961			Temporary Help	Pool 905 Temporary Help	106099-0 Wonder Girl	\$0.00	\$0.00	\$0.00
90000	12345	00000	601961			Temporary Help	Pool 905 Temporary Help		\$8,000.00	\$0.00	\$8,000.00
90000	12345	00000	601981			Student Assistant	Pool 906 Student Assistants		\$0.00	\$0.00	\$0.00
90000	12345	00000	601981			Student Assistant	Pool 906 Student Assistants	10600-0 Power Girl	\$0.00	\$0.00	\$0.00
90000	12345	00000	601982			Bridge Student Assistant	Pool 961 Bridge Students		\$0.00	\$0.00	\$0.00
90000	12345	00000	601982		201706	Bridge Student Assistant	Pool 961 Bridge Students	10606-0 Starfire	\$0.00	\$0.00	\$0.00