

Revenue Journals

Usage

This report shows journal transactions having accounts greater than 500000, selecting by department, fund, class, and fiscal year.

This report can be downloaded into Excel and sorted and sub-totaled by account to match summary balances report.

FRE_REVENUES - Revenue Journals

Dept (Org):

Fund:

Class:

Fiscal Year:

Fiscal Year	Journal ID	Date	Line #	Org	Fund	Class	Prog	Account	Monetary Amount	Journal Line Description	PO or Voucher ID	Rpt Date	Report Title
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Steps

1. Key in Department
2. Key in Fund Code
3. Key in a specific Class Code or a “%” if you want all
4. Key in Fiscal Year
5. Click on View Results

Report Fields

1. Journal ID
2. Date
3. Line #
4. Org
5. Fund
6. Class
7. Program
8. Account
9. Monetary Amount
10. Journal Line Description
11. PO or Voucher ID
12. Report Date
13. Report Title