



# First Fridays with the Budget Office

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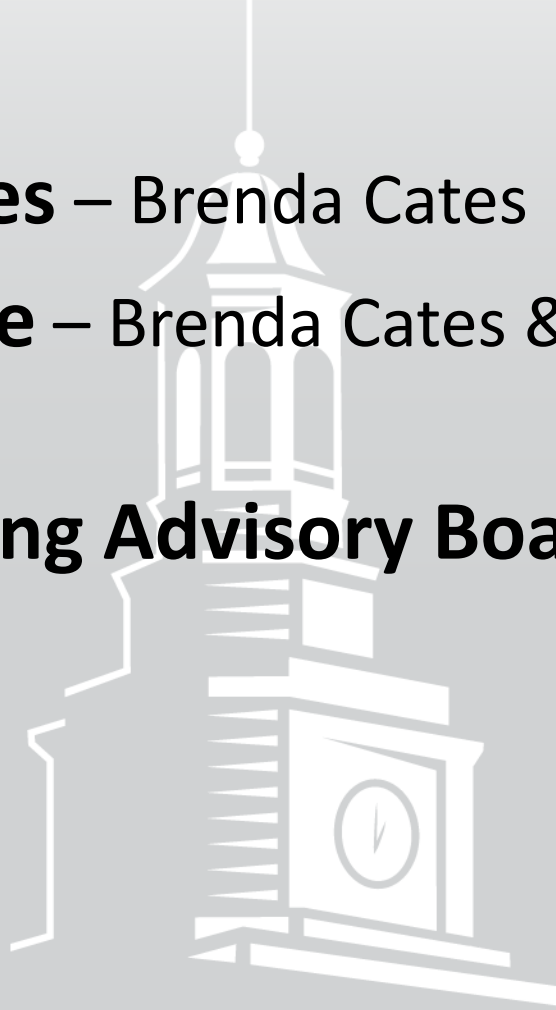
UNIVERSITY  
OF NORTH TEXAS<sup>®</sup>

**EST. 1890**

May 5, 2017

# AGENDA

- **General Updates** – Brenda Cates
- **Functions Guide** – Brenda Cates & Jennifer Stevenson
- **Budget Reporting Advisory Board Update** – Jason Simon



# Announcements

- **Hyperion Budget Planning – Closed!**  
FY18 Budget will reflect Hyperion numbers.

**Tip!** This means that All ABAs for remainder of FY17 will be processed as one-time transfers, even if they are marked as permanent.

- **General Purpose Codes – Now Available!**  
18010 General Purpose A – 18021 General Purpose L.

## NEW Budget Website Features

- [Feedback Option](#) on Budget website.
- Automated option to [Be Added to the Budget News Email](#).
  - If you already receive the Budget News emails then you don't have to resubmit a request.
- [Training Calendar](#).

# Functions

- [Function Mapping for UNT](#) guide published!
  - Financial Reporting is correcting all revenue and expense actual transactions that have occurred.
  - Monthly function clean-ups are scheduled.
  - **NOTE corrections may cause issues with function balances previously corrected via ABAs.**

# Functions

- For function related corrections, the Budget Office will only correct “Budget” balances.
  - Previous practice of correcting functions by transferring net fund balances will generally no longer be allowed.
- Financial Reporting will correct “Actual” balances.

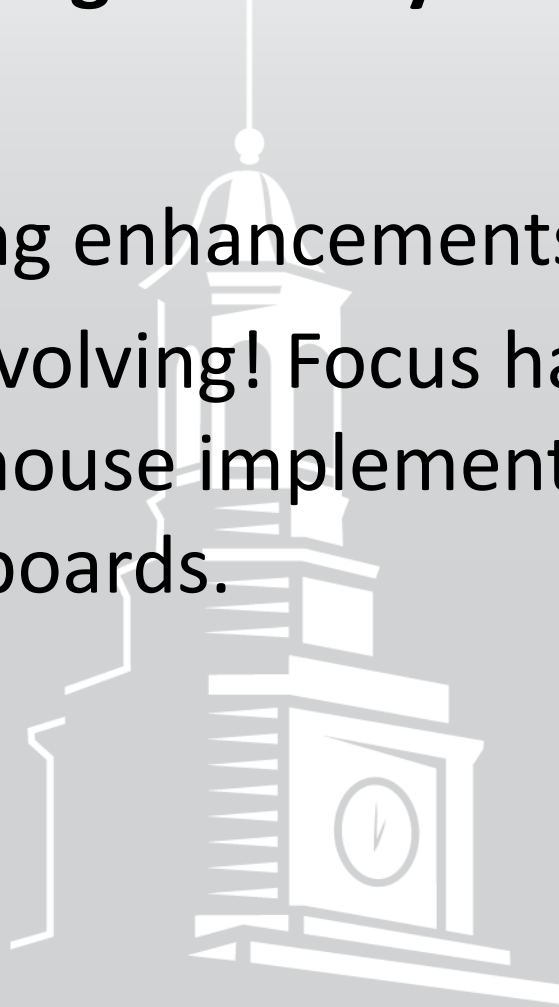
Account	Budget	Actual	PreEncumbrance	Encumbrance	Balance
<b>Revenue</b>					
<a href="#">C4050</a> - Fees	\$40,244.00	\$58,037.73	\$0.00	\$0.00	\$17,793.73
<b>Tuition and Fees</b>	<b>\$40,244.00</b>	<b>\$58,037.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$17,793.73</b>
<b>Revenue Total</b>	<b>\$40,244.00</b>	<b>\$58,037.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$17,793.73</b>
<b>Expense</b>					
<a href="#">C5251</a> - Travel	\$44,024.74	\$24,939.53		\$4,363.47	\$14,721.74
	<b>\$44,024.74</b>	<b>\$24,939.53</b>		<b>\$4,363.47</b>	<b>\$14,721.74</b>
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**ABA** (red box) points to the Budget column for Tuition and Fees.

**IDT** (red box) points to the Actual column for Tuition and Fees.

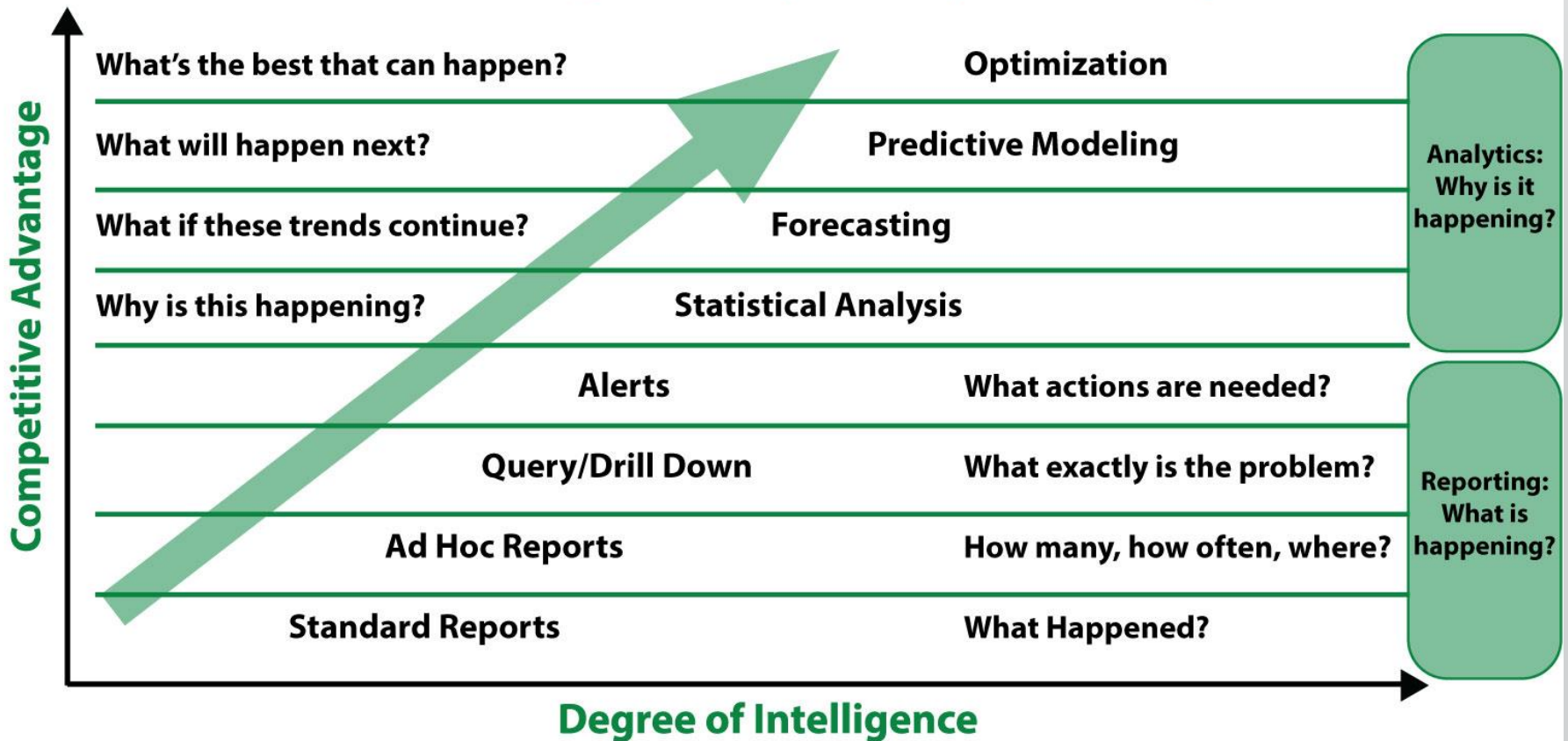
# Budget Reporting Advisory Board Updates

- Project reporting enhancements have begun.
- BRAB's role is evolving! Focus has shifted to the Data Warehouse implementation and reporting dashboards.



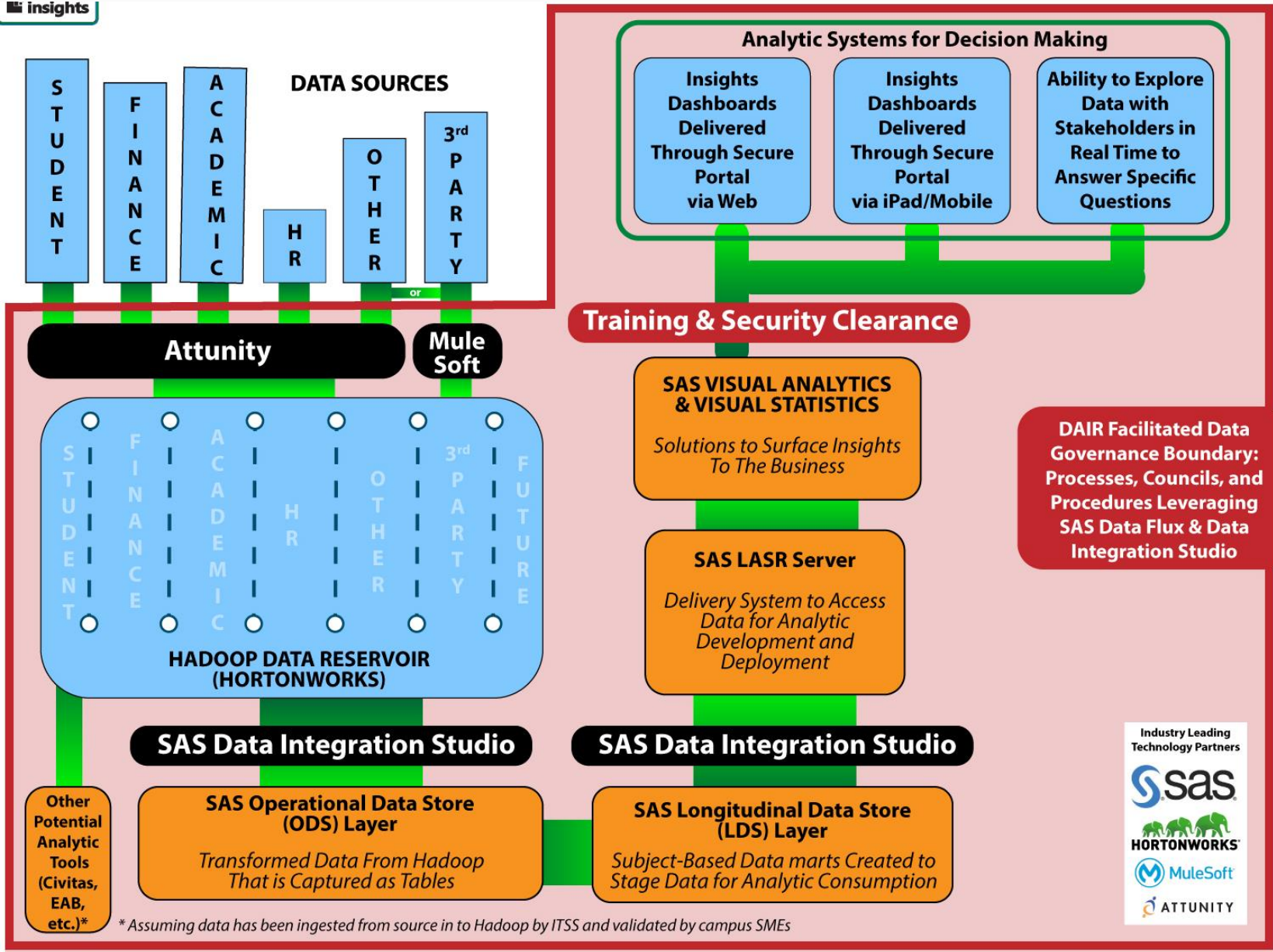
# BRAB Updates

## Business Intelligence Analytical Impact Hierarchy



Davenport, Thomas H., Harris, Jeanne G, *Competing on Analytics The New Science of Winning*, Boston: Harvard Business School Publishing, 2007, pp. 8





# Trainings

**Cognos Reports  
Departmental**

• **05/09**, 9:00AM - 11:00AM (UP17CR)

**Cognos Reports Project**

• **05/11**, 2:00PM - 4:00PM (UP17CP)

**Function Field**

• **05/15**, 2:00PM - 4:00PM (UP17CF)

**Budget Reconciler  
Tools**

• **05/18**, 9:00AM – 11:00AM (UP17BR)

**Open Lab**

• **05/19**, 9:00AM - 11:00AM

**Cash Handling  
Training**

• **05/19**, 3:30PM - 4:30PM (UP17CH)

**Budget Basics**

• **06/06**, 8:30AM - 11:00AM (UP17CA)

# Contact Information

For Help With	Contact
IDTs	<ul style="list-style-type: none"> <li>Financial Reporting - x5500 - <a href="mailto:FRO_Cash&amp;CampusAcctg@untsystem.edu">FRO_Cash&amp;CampusAcctg@untsystem.edu</a></li> </ul>
Account Questions	<ul style="list-style-type: none"> <li>Financial Reporting - <a href="#">UNT FINREP</a></li> </ul>
ePROs	<ul style="list-style-type: none"> <li>Procurement - x5500 - <a href="mailto:bsc@untsystem.edu">bsc@untsystem.edu</a></li> <li>* The budget office can only assist with error messages that appear next to the budget check line. All other errors must be handled by Purchasing.</li> </ul>
ePARs	<ul style="list-style-type: none"> <li>Payroll - x5500 - <a href="mailto:bsc@untsystem.edu">bsc@untsystem.edu</a></li> </ul>
ePAR Hourly Worker Requests	<ul style="list-style-type: none"> <li>Career Center - x2105</li> </ul>
ABAs	<ul style="list-style-type: none"> <li>Budget Office - x3233</li> </ul>
Budget Errors	<ul style="list-style-type: none"> <li>Budget Office - <b>EMAIL</b> <a href="mailto:Budget.Office@unt.edu">Budget.Office@unt.edu</a></li> </ul>
Chart String – General Questions	<ul style="list-style-type: none"> <li>Budget Office - x3233</li> </ul>
Chart String – Request a <u>New</u> Chart Field	<ul style="list-style-type: none"> <li>Budget Office - Complete the <a href="#">Chartfield Setup/Change Form</a> and remit it to Hurley 102.</li> </ul>
Chart of Account Resources	<ul style="list-style-type: none"> <li><a href="http://fit.untsystem.edu">fit.untsystem.edu</a>, Look here for <a href="#">Function</a> definitions.</li> </ul>



**Thank  
You.**

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