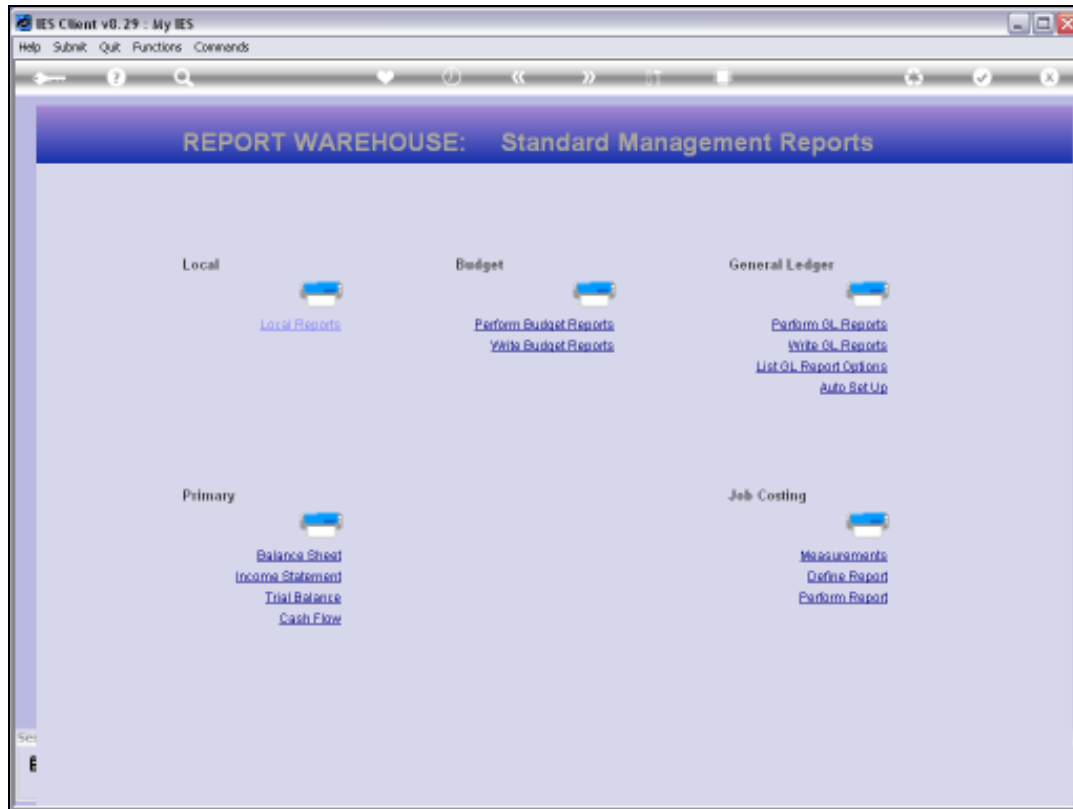




Slide 1

Slide notes: At The Management Reports section in the Warehouse, we have a Budget Report Writer that is designed for quick and easy Report Writing of Budget Reports that work hand-in-hand with the GL.



Slide 2

Slide notes: With access to this Report Writer, we can choose 'Write Budget Reports'.

The screenshot shows a web application window titled "IES Client v8.29: My IES". The main heading is "Define or Execute Budget Report". There are two links in the top right: "Save" and "Print Now".

On the left, there is a section for "Final Existing Report" with the following fields:

- Report Key: [text box]
- Report Name: [text box]
- Heading @ the Top: [text box]
- Footnote (optional): [text box]
- Template to Apply: [text box]

On the right, there is a section for "Scaling to Apply" with the following fields:

- Scaling to Apply: [text box]
- Balance @ End: [text box]

Below these, there are two tables with scrollbars:

| 1 |
|---|
| |
| |
| |

| 1 |
|---|
| |
| |
| |

Below the tables, there is a "Data Selector to Use" field and a link "Visit Data Selectors".

Below that, there is a section titled "OR [Use a Data Selector OR list Criteria below.]".

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 3

Slide notes: The Report Writer is also available in the Budget Module. Let us have a look at that before we continue here.

IES Client v8.29 : My IES

Help Submit Quit Functions Comments

Define or Execute Budget Report

Final Existing Report

Report Key

Report Name

Heading @ the Top

Footnote (optional)

Template to Apply

Scaling to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Print/Run Now

Slide 4
Slide notes:

IES Client v8.29: My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key:
Report Name:
Heading @ the Top:
Footnote (optional):
Template to Apply:

Sorting to Apply:
☒ Detail
Balance @ End:

| Breaks | |
|--------|----------------------|
| 1 | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |

| Budget Actuals Mapping | |
|------------------------|----------------------|
| 1 | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|----------------------|----------------------|
| 1 | | <input type="text"/> | <input type="text"/> |
| | | <input type="text"/> | <input type="text"/> |
| | | <input type="text"/> | <input type="text"/> |
| | | <input type="text"/> | <input type="text"/> |

Slide 5

Slide notes: Select the Application Menu.



Slide 6

Slide notes:



Slide 7

Slide notes: Select the Budget Module.



Slide 8

Slide notes: Here the entry is called 'GL Bud ManRep: Define' but it is an entry to the same Budget Report Writer.

IES Client v8.29: My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key:
Report Name:
Heading @ the Top:
Footnote (optional):
Template to Apply:

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

| 1 | |
|---|--|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | Value | Value |
|---|----------|--------------|-------|-------|
| 1 | | | | |
| | | | | |
| | | | | |
| | | | | |

Slide 9

Slide notes: And here we have the Budget Report Writer again. Now that we have seen that, we will back out of this option and continue with the original option that we entered from the Report Warehouse. While we will not show it now, we may note that in fact, the Budget Writer is also available in the System Business Objects, at the Report Writer options.

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key

Report Name

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 10
Slide notes:



Slide 11

Slide notes:



Slide 12

Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key

Report Name

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 13
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key

Report Name

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 14
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key:

Report Name:

Heading @ the Top:

Footnote (optional):

Template to Apply:

Sorting to Apply: ☒ Detail

Balance @ End:

| Breaks | |
|--------|----------------------|
| 1 | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |

| Budget Actuals Mapping | |
|------------------------|----------------------|
| 1 | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|----------------------|----------------------|
| 1 | | <input type="text"/> | <input type="text"/> |
| | | <input type="text"/> | <input type="text"/> |
| | | <input type="text"/> | <input type="text"/> |
| | | <input type="text"/> | <input type="text"/> |

Slide 15

Slide notes: The Budget Report Writer works with 4-digit Keys, and to do a new Report we just use a new Key that is not yet in this Report Library. A lookup will reveal the current Keys.

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key: 60

Report Name:

Heading @ the Top:

Footnote (optional):

Template to Apply:

Sorting to Apply:

☒ Detail

Balance @ End:

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use:

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 16
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key600

Report Name

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 17
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key6000

Report Name

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 18
Slide notes:

IES Client v8.29: My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002

Report Name:

Heading @ the Top:

Footnote (optional):

Template to Apply:

Sorting to Apply: ☒ Detail

Balance @ End:

| Breaks | |
|--------|----------------------|
| 1 | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |

| Budget Actuals Mapping | |
|------------------------|----------------------|
| 1 | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|----------------------|----------------------|----------------------|
| 1 | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Slide 19

Slide notes: The fact that nothing comes up after entering this Key means it is a new Key, and a new Report that we are writing. In fact, we want to show a quick example of how easy it is to do a new Report with this Budget Report Writer.

IES Client v8.29 : My IES

Help Submit Quit Functions Comments

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report Name

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 20
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 21
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 22
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Sec
Heading @ the Top:
Footnote (optional):
Template to Apply:

Sorting to Apply: ☒ Detail
Balance @ End:

| Breaks | |
|--------|--|
| 1 | |
| | |
| | |
| | |

| Budget Actuals Mapping | |
|------------------------|--|
| 1 | |
| | |
| | |
| | |

Data Selector to Use:

[Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 23
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Sec

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 24
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Serv

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 25
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Servid

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 26
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Serv[...]

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 27
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Service

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 28
Slide notes:

IES Client v8.29: My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top:
Footnote (optional):
Template to Apply:

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

| 1 | |
|---|--|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | Value | Value |
|---|----------|--------------|-------|-------|
| 1 | | | | |
| | | | | |
| | | | | |
| | | | | |

Slide 29

Slide notes: Of course our Report needs a name to recognize it by, and if we want to use the same name as the Report Heading, then we can just copy and paste it there, but we can also use a different Report Header if we want.

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

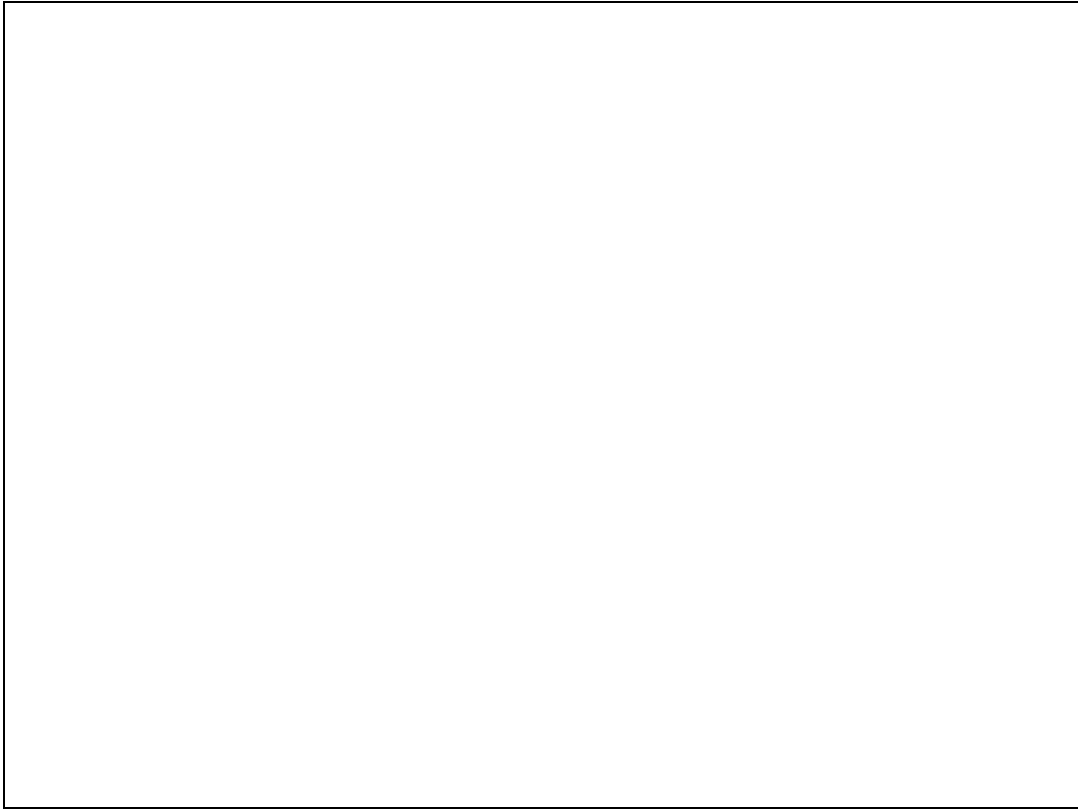
Value

1

Save

Perform Now

Slide 30
Slide notes:



Slide 31

Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top:
Footnote (optional):
Template to Apply:

Sorting to Apply: ☒ Detail
Balance @ End:

| Breaks | |
|--------|--|
| 1 | |
| | |
| | |
| | |

| Budget Actuals Mapping | |
|------------------------|--|
| 1 | |
| | |
| | |
| | |

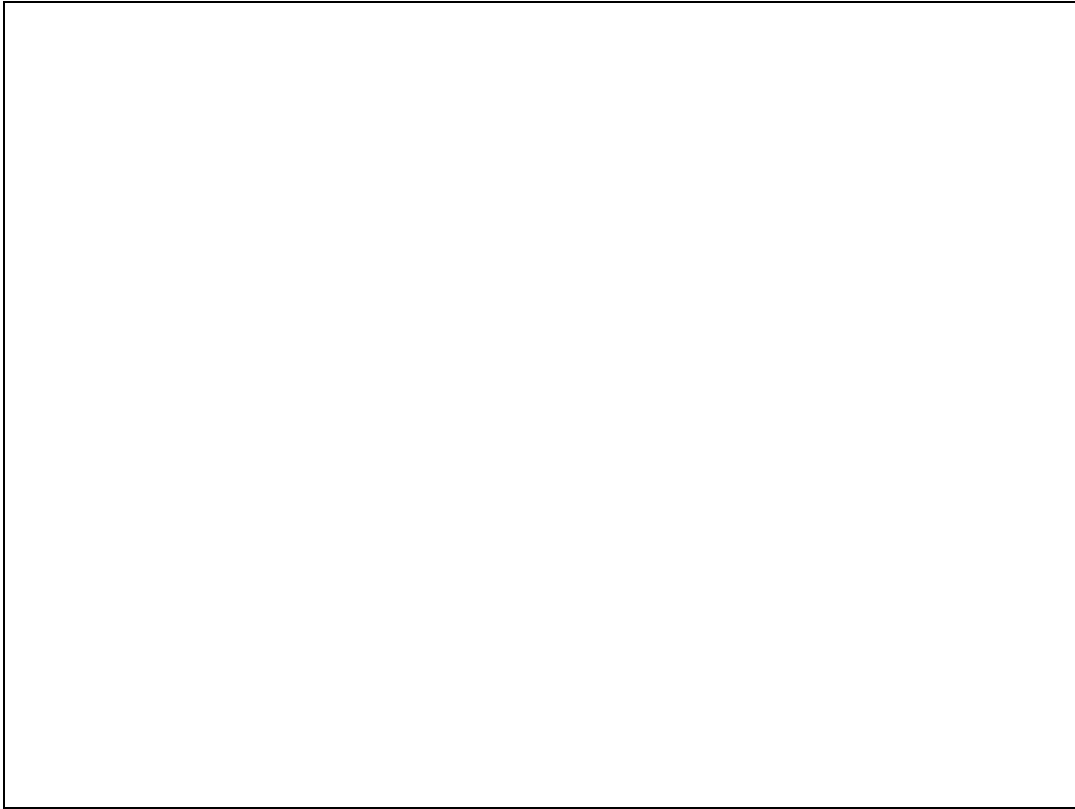
Data Selector to Use:

[Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 32
Slide notes:



Slide 33

Slide notes:

IES Client v8.29: My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002

Report Name: IT Services

Heading @ the Top:

Footnote (optional):

Template to Apply:

Sorting to Apply: ☒ Detail

Balance @ End:

Breaks

| 1 | |
|---|--|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use:

[Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | Value | Value |
|---|----------|--------------|-------|-------|
| 1 | | | | |
| | | | | |
| | | | | |
| | | | | |

Slide 34

Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top:
Footnote (optional):
Template to Apply:

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

| 1 | |
|---|--|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 35

Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top:
Footnote (optional):
Template to Apply:

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

| 1 | |
|---|--|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 36

Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply:

Sorting to Apply: ☒ Detail
Balance @ End:

| Breaks | |
|--------|--|
| 1 | |
| | |
| | |
| | |

| Budget Actuals Mapping | |
|------------------------|--|
| 1 | |
| | |
| | |
| | |

Data Selector to Use:

[Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 37
Slide notes:

IES Client v8.29: My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply:

Sorting to Apply: ☒ Detail
Balance @ End:

| Breaks | |
|--------|--|
| 1 | |
| | |
| | |
| | |

| Budget Actuals Mapping | |
|------------------------|--|
| 1 | |
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 38

Slide notes: Footer is optional and in this case we will skip it.

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply:

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

| 1 | |
|---|--|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | Value | Value |
|---|----------|--------------|-------|-------|
| 1 | | | | |
| | | | | |
| | | | | |
| | | | | |

Slide 39

Slide notes: We need to use one of the available templates, which will determine the layout and format of the Report.

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 40
Slide notes:

IES Client v8.29: My IES

Help InfoLab Connections Login Logout Companion Wizard How do I DataMarts Business Modules ActionFocus Option Select

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply:

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

1

DATA SELECTOR TO USE

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Sc

Single Select: REPORT TEMPLATES

SELECT

- 1 Fin, 12 Months + Total
- 2 Phys, 12 Months + Total
- 3 Fin, Budget Vs Actual
- 4 Phys, Budget Vs Actual
- 5 Budget And Notes

Select ALL Show Full Line Cancel OK

Slide 41

Slide notes:

IES Client v8.29 : My IES

Help InfoLab Connections Login Logout Companion Wizard How do I DataMarts Business Modules ActionFocus Option Select

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Save

Perform Now

Slide 42
Slide notes:

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01

Sorting to Apply: ☒ Detail
Balance @ End:

| Breaks | |
|--------|--|
| 1 | |
| | |
| | |

del Pre Add Ins Edit Del

| Budget Actuals Mapping | |
|------------------------|--|
| 1 | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | Value | Value |
|---|----------|--------------|-------|-------|
| 1 | | | | |
| | | | | |
| | | | | |

Slide 43

Slide notes: Breaks are optional, and we can use up to 3 Breaks on 1 Report, from the GL Report Flags. This makes for powerful Management style options for the Report results.

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

| 1 | |
|---|--|
| | |
| | |
| | |

del Pre Add Ins Edit Del

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use:

[Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | Value | Value |
|---|----------|--------------|-------|-------|
| 1 | | | | |
| | | | | |
| | | | | |
| | | | | |

Slide 44

Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

| 1 | |
|---|--|
| | |
| | |
| | |

del Pre Add Ins Edit Del

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use:

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | Value | Value |
|---|----------|--------------|-------|-------|
| 1 | | | | |
| | | | | |
| | | | | |
| | | | | |

Slide 45

Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)

Template to Apply01

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

delPreAddInsEditDel

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

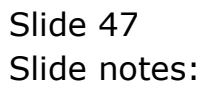
Value

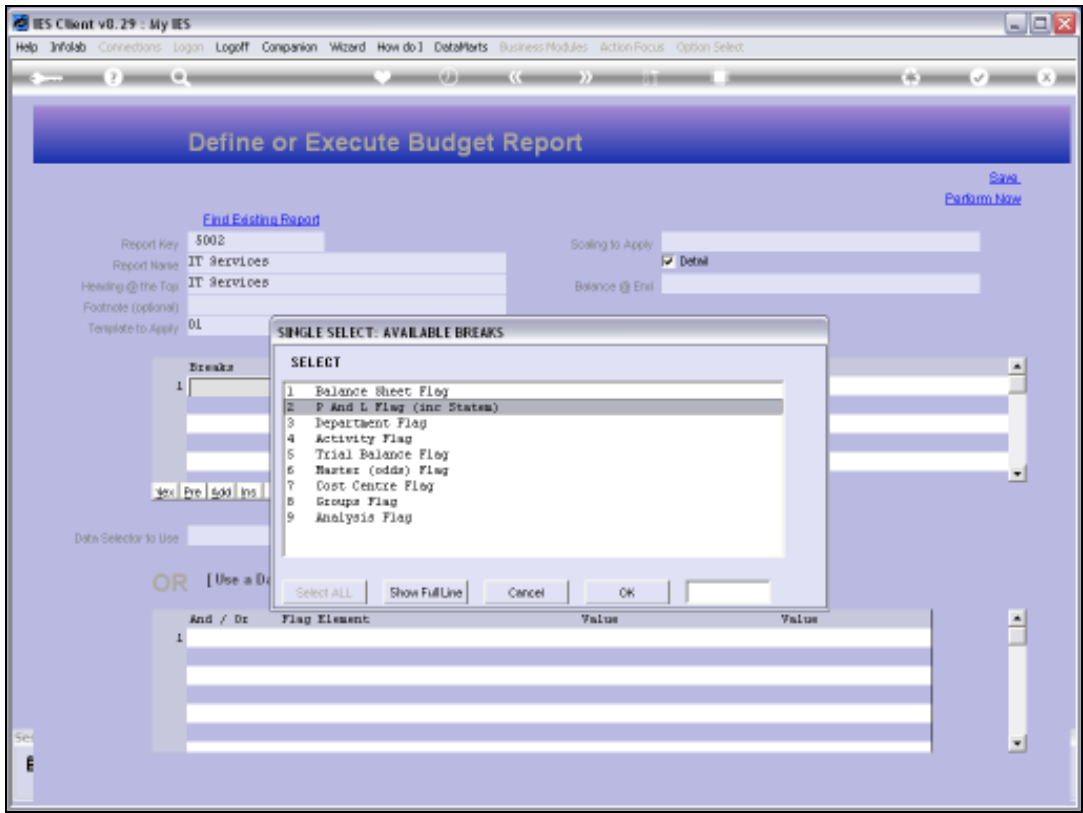
1

Save

Perform Now

Slide 46
Slide notes:





Slide 48
Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)

Template to Apply01

Sorting to Apply

☒ Detail

Balance @ End

Save

Perform Now

Breaks

1100

del

PreAddInsEditDel

Budget Actuals Mapping

1

Data Selector to Use

[Visit Data Selectors](#)

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Slide 49
Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01 financials 12 values plus total

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

| | |
|---|---------------------------|
| 1 | p and 1 (inc status) flag |
| 2 | |
| | |
| | |

del Pre Add Ins Edit Del

Budget Actuals Mapping

| | |
|---|--|
| 1 | |
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 50

Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
 Report Name: IT Services
 Heading @ the Top: IT Services
 Footnote (optional):
 Template to Apply: 01 financials 12 values plus total

Scaling to Apply: ☒ Detail
 Balance @ End:

Breaks

| | |
|---|---------------------------|
| 1 | p and 1 (inc states) flag |
| | |
| | |
| | |

del Pre Add Ins Edit Del

Budget Actuals Mapping

| | |
|---|--|
| 1 | |
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 51

Slide notes: We choose our scaling, i.e. how to display the numbers.

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01 financials: 12 values plus total

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

| 1 | p and 1 (inc states) flag |
|---|---------------------------|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 52

Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01 financials: 12 values plus total

Sorting to Apply: ☒ Detail
Balance @ End:

Breaks

| 1 | p and 1 (inc states) flag |
|---|---------------------------|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

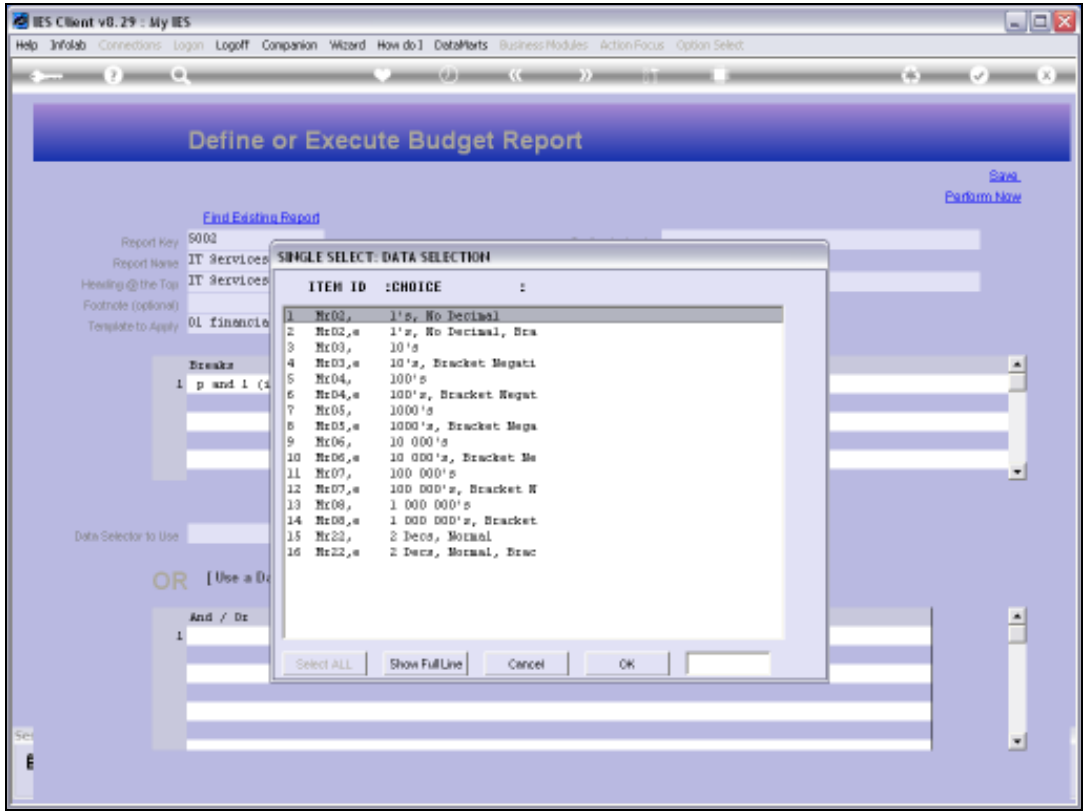
Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 53

Slide notes:



Slide 54
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01 financials 12 values plus total

Sorting to Apply: 0002
☒ Detail
Balance @ End:

Breaks

| 1 | p and 1 (inc states) flag |
|---|---------------------------|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 55

Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)

Template to Apply01 financials 12 values plus total

Sorting to Applymr02, l's, no decimal

☒ Detail

Balance @ End

Budget Actuals Mapping

1

Breaks

1p and 1 (inc states) flag

Data Selector to Use

OR

[Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Yes

Prev

Add

Ins

Del

Quit

Save

Perform Now

Visit Data Selectors

Slide 56
Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
 Report Name: IT Services
 Heading @ the Top: IT Services
 Footnote (optional):
 Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, 1's, no decimal
☒ Detail
 Balance @ End:

Breaks

| | |
|---|---------------------------|
| 1 | p and 1 (inc states) flag |
| | |
| | |
| | |

Budget Actuals Mapping

| | |
|---|--|
| 1 | |
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Sec

Yes Prev Add Ins Del Quit

Slide 57

Slide notes: And the only remaining requirement is to either use a Data Selector that will select the Accounts to include for this Report, or even better, to list our selection criteria on the fly.

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)

Template to Apply01 financials 12 values plus total

Sorting to Applymr02, 1's, no decimal

☒ Detail

Balance @ End

Breaks

1p and 1 (inc states) flag

Budget Actuals Mapping

1

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Yes

Pre

Add

Inv

Ed

Del

Save

Perform Now

Slide 58
Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
 Report Name: IT Services
 Heading @ the Top: IT Services
 Footnote (optional):
 Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, 1's, no decimal
☒ Detail
 Balance @ End:

Breaks

| | |
|---|---------------------------|
| 1 | p and 1 (inc states) flag |
| | |
| | |
| | |

Budget Actuals Mapping

| | |
|---|--|
| 1 | |
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

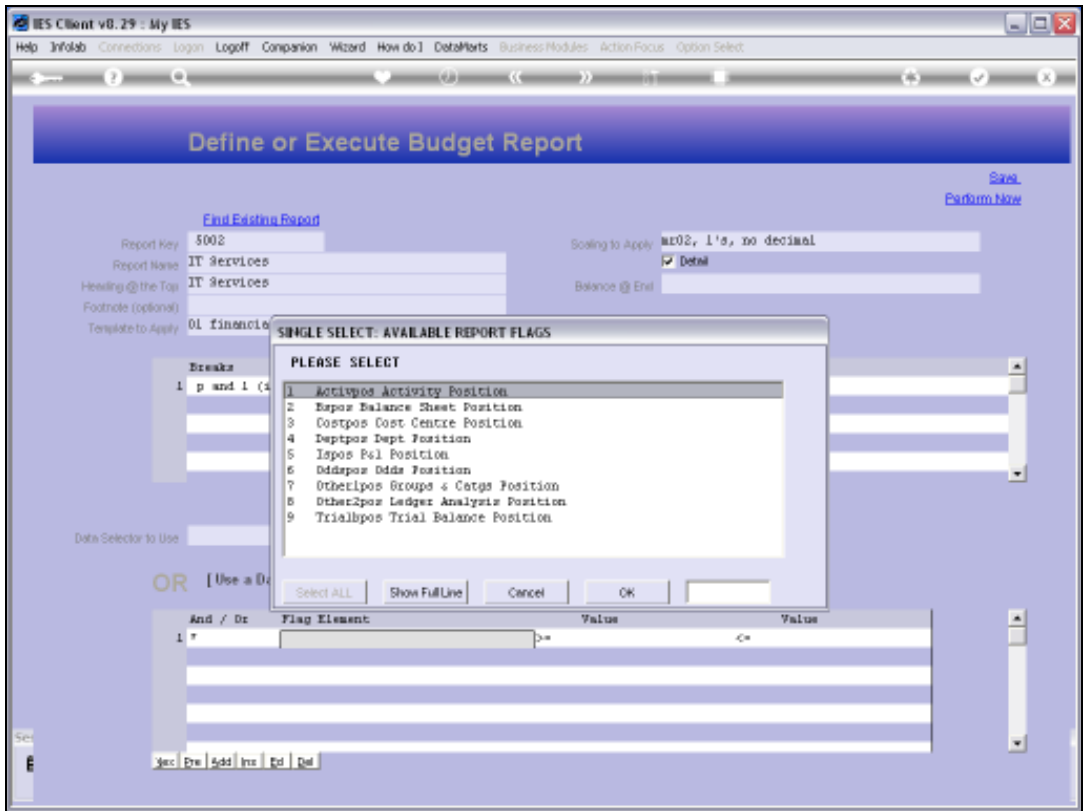
OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | * | >= | <= |
| | | | |
| | | | |
| | | | |
| | | | |

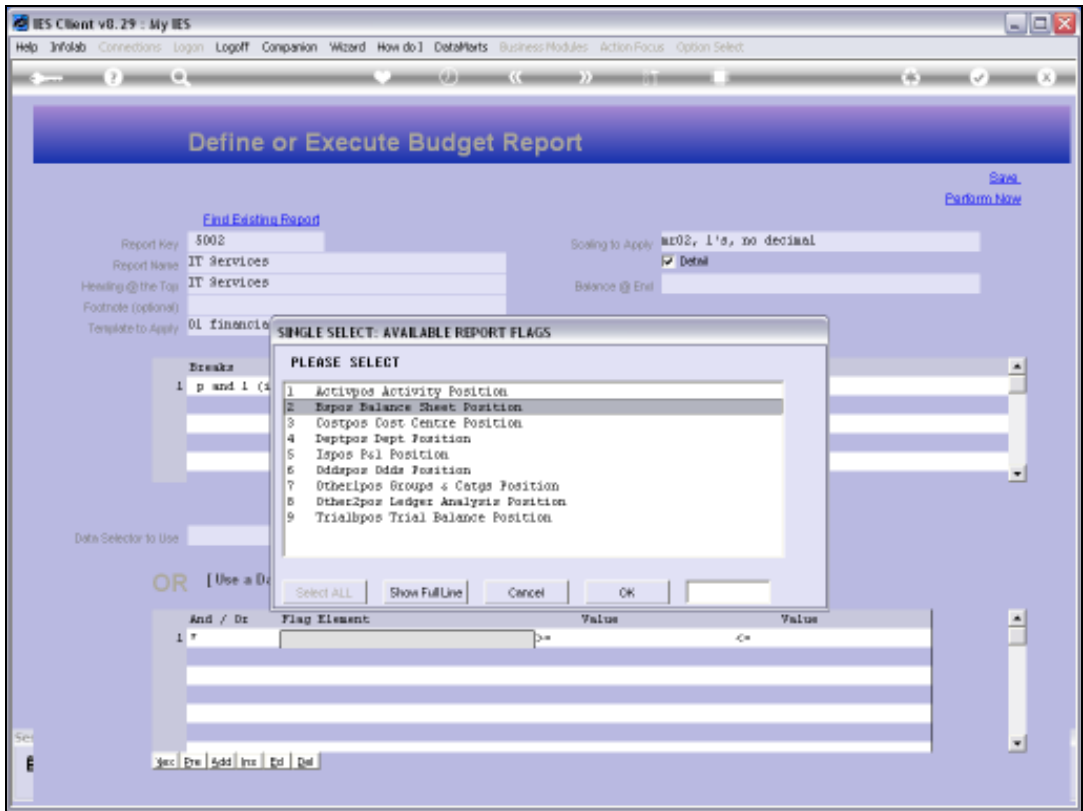
Sec: [Yes](#) [No](#) [Add](#) [Inv](#) [Edit](#) [Quit](#)

Slide 59

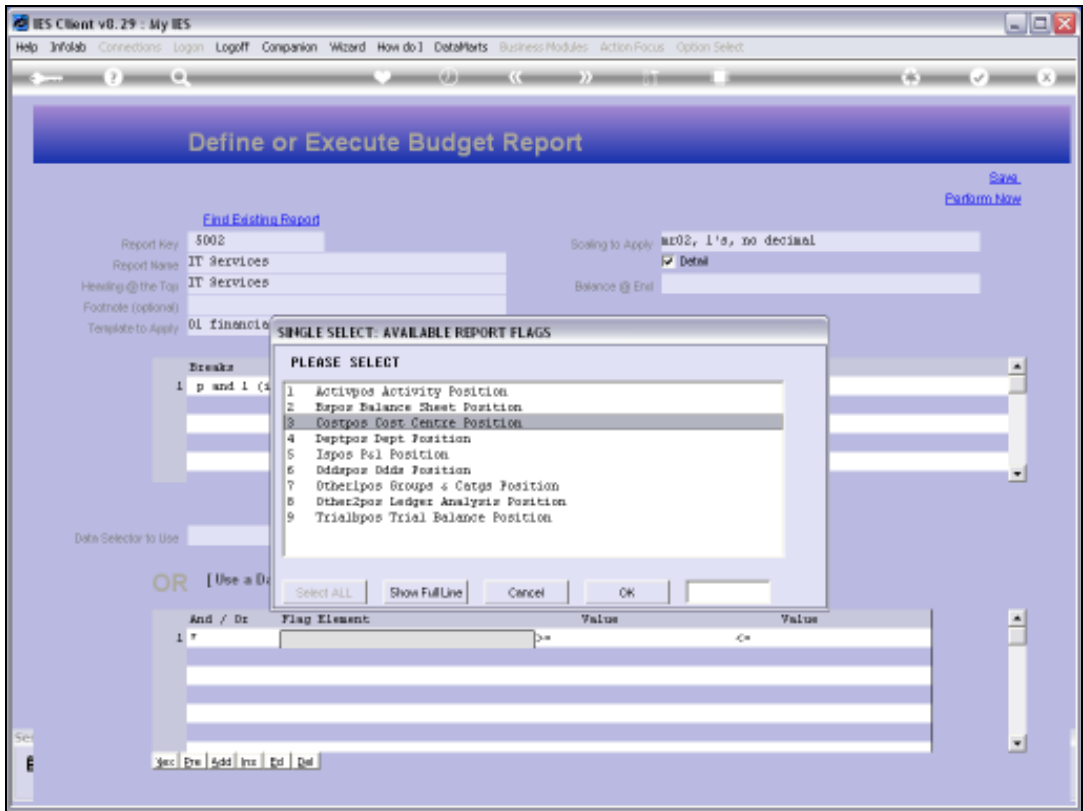
Slide notes: The 1st line of criteria never includes "and" or "or", but all subsequent lines do. In this case, we just want all Accounts from the IT Services Department, and therefore we can just state the Department as the basis for selection.



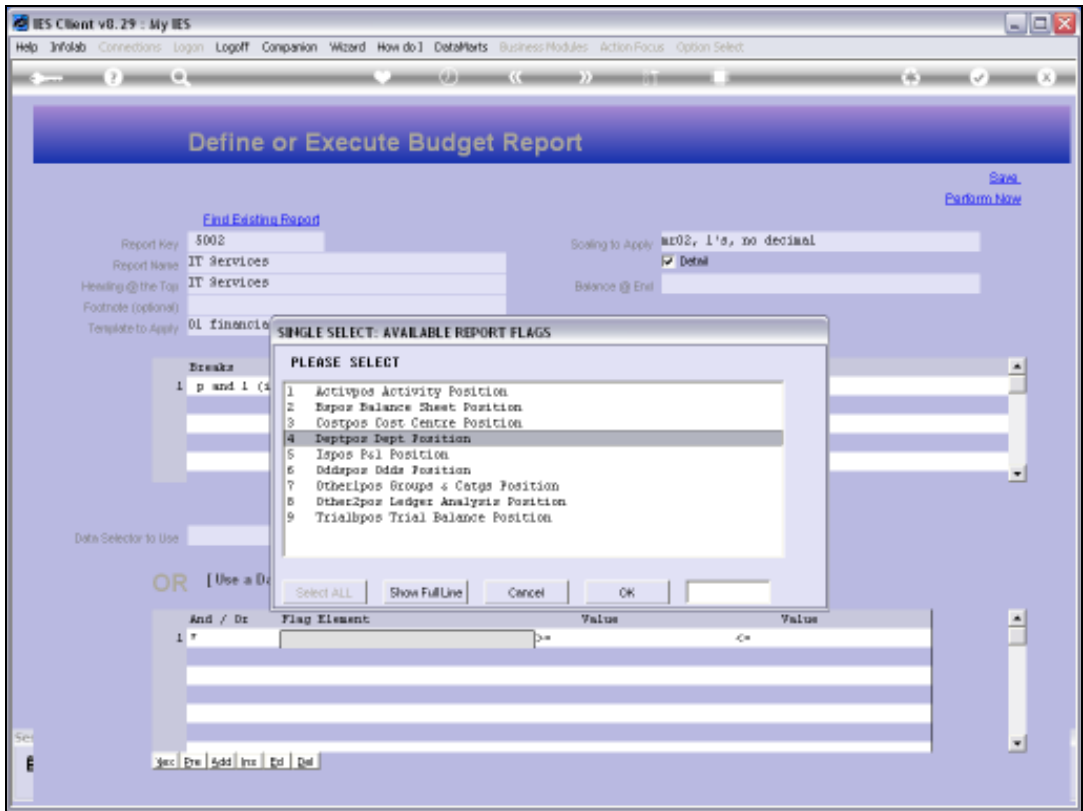
Slide 60
Slide notes:



Slide 61
Slide notes:



Slide 62
Slide notes:



Slide 63
Slide notes:

IES Client v8.29 : My IES

Help InfoLab Connections Login Logout Companion Wizard How do I DataMarts Business Modules ActionFocus Option Select

Define or Execute Budget Report

Find Existing Report

Report Key: 5002

Report Name: IT Services

Heading @ the Top: IT Services

Footnote (optional):

Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, 1's, no decimal

☒ Detail

Balance @ End:

Breaks

1 p and 1 (inc states) flag

Budget Actuals Mapping

1

Data Selector to Use:

Visit Data Selectors

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | * | >= | <= |
| | | | |
| | | | |
| | | | |
| | | | |

Yes No Add Ins Del Del

Slide 64
Slide notes:

Page 64 of 88

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
 Report Name: IT Services
 Heading @ the Top: IT Services
 Footnote (optional):
 Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, 1's, no decimal
☒ Detail
 Balance @ End:

Breaks

| | |
|---|---------------------------|
| 1 | p and 1 (inc states) flag |
| | |
| | |
| | |

Budget Actuals Mapping

| | |
|---|--|
| 1 | |
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|-------------------------|-------|-------|
| 1 | * DEPTPOS DEPT POSITION | >= | <= |
| | | | |
| | | | |
| | | | |

Yes No Add Inv Del Del

Slide 65

Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, 1's, no decimal
☒ Detail
Balance @ End:

Breaks

| 1 | p and 1 (inc states) flag |
|---|---------------------------|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-----------------------|---------|
| 1 | * | DEPTPOS DEPT POSITION | >= 1 <= |
| | | | |
| | | | |
| | | | |

Yes No Add Inv Del Del

Slide 66

Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)

Template to Apply01 financials 12 values plus total

Sorting to Applymr02, 1's, no decimal

☒ Detail

Balance @ End

Breaks

1p and 1 (inc states) flag

Budget Actuals Mapping

1

Data Selector to Use

[Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|-----------------------|-------|-------|
| 1 * | DEPTPOS DEPT POSITION | >= | 11 |
| | | | |
| | | | |
| | | | |
| | | | |

Yes

Prev

Add

Ins

Del

Quit

Slide 67
Slide notes:

Page 67 of 88

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)

Template to Apply01 financials 12 values plus total

Sorting to Applymr02, 1's, no decimal

☒ Detail

Balance @ End

Budget Actuals Mapping

1

Breaks

1 p and 1 (inc states) flag

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|-----------------------|-------|-------|
| 1 * | DEPTPOS DEPT POSITION | >= | 110 |
| | | | |
| | | | |
| | | | |
| | | | |

Yes No Add Ins Del Del

Slide 68
Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, 1's, no decimal
☒ Detail
Balance @ End:

Breaks

| 1 | p and 1 (inc states) flag |
|---|---------------------------|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-----------------------|------------|
| 1 | * | DEPTPOS DEPT POSITION | >= 1100 <= |
| | | | |
| | | | |
| | | | |

Yes No Add Inv Del Del

Slide 69

Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)01 financials 12 values plus total

Template to Apply

Sorting to Applymr02, 1's, no decimal

☒ Detail

Balance @ End

Breaks

1p and 1 (inc states) flag

Budget Actuals Mapping

1

Data Selector to Use

[Visit Data Selectors](#)

OR

[Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|-----------------------|-------|-------|
| 1 * | DEPTPOS DEPT POSITION | >= | I100 |
| | | | |
| | | | |
| | | | |
| | | | |

Yes Prev Add Ins Del Quit

Slide 70
Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)01 financials 12 values plus total

Template to Apply

Sorting to Applymr02, 1's, no decimal

☒ Detail

Balance @ End

Breaks

1p and 1 (inc states) flag

Budget Actuals Mapping

1

Data Selector to Use

[Visit Data Selectors](#)

OR

[Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|-----------------------|-------|-------|
| 1 * | DEPTPOS DEPT POSITION | >= | I100 |
| | | <= | I1 |

Yes

Prev

Add

Ins

Del

Quit

Save

Perform Now

Slide 71

Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

Find Existing Report

Report Key: 5002

Report Name: IT Services

Heading @ the Top: IT Services

Footnote (optional):

Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, l's, no decimal

☒ Detail

Balance @ End:

Breaks

1 p and 1 (inc states) flag

Budget Actuals Mapping

1

Data Selector to Use:

[Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|-----------------------|-------|-------|
| 1 * | DEPTPOS DEPT POSITION | >= | I100 |
| | | <= | I1 |

Yes Prev Add Ins Del Quit

Save

Perform Now

Slide 72

Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

Find Existing Report

Report Key5002

Report NameIT Services

Heading @ the TopIT Services

Footnote (optional)

Template to Apply01 financials 12 values plus total

Sorting to Applymr02, l's, no decimal

☒ Detail

Balance @ End

Budget Actuals Mapping

1

Breaks

1 p and l (inc states) flag

Data Selector to Use

Visit Data Selectors

OR

[Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|-----------------------|-------|-------|
| 1 * | DEPTPOS DEPT POSITION | >= | 1100 |
| | | <= | 1110 |

Yes

Prev

Add

Ins

Del

Quit

Slide 73

Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, 1's, no decimal
☒ Detail
Balance @ End:

Breaks

| 1 | p and 1 (inc states) flag |
|---|---------------------------|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|-----------------------|-------|-------|
| 1 * | DEPTPOS DEPT POSITION | >= | 1100 |
| | | <= | 1100 |
| | | | |
| | | | |
| | | | |

Yes No Add Inv Del Del

Slide 74

Slide notes:

IES Client v8.29 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, 1's, no decimal
☒ Detail
Balance @ End:

Breaks

| 1 | p and 1 (inc states) flag |
|---|---------------------------|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | | Value | | Value |
|---|----------|-----------------------|----|-------|----|-------|
| 1 | * | DEPTPOS DEPT POSITION | >= | I100 | <= | I100 |
| 2 | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Yes No Add Inv Del Del

Slide 75

Slide notes:

IES Client v8.29 : My IES

Help InfoLab Connections Login Logout Companion Wizard How do I DataMarts Business Modules ActionFocus Option Select

Define or Execute Budget Report

Find Existing Report

Report Key: 5002

Report Name: IT Services

Heading @ the Top: IT Services

Footnote (optional):

Template to Apply: 01 financials: 12 values plus total

Sorting to Apply: mr02, l's, no decimal

☒ Detail

Balance @ End:

Breaks

1 p and l (inc states) flag

Budget Actuals Mapping

1

Data Selector to Use:

Visit Data Selectors

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | | Value | | Value |
|---|----------|-----------------------|----|-------|----|-------|
| 1 | * | DEPTPOS DEPT POSITION | >= | I100 | <= | I100 |
| 2 | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Yes No Add Ins Del Del

Slide 76
Slide notes:

Page 76 of 88

IES Client v8.29 : My IES

Help InfoLab Connections Login Logout Companion Wizard How do I DataMarts Business Modules ActionFocus Option Select

Define or Execute Budget Report

Find Existing Report

Report Key: 5002

Report Name: IT Services

Heading @ the Top: IT Services

Footnote (optional):

Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, l's, no decimal

☒ Detail

Balance @ End:

Breaks

1 p and l (inc states) flag

Budget Actuals Mapping

1

Data Selector to Use:

[Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | Value | Value |
|---|----------|-----------------------|-------|-------|
| 1 | * | DEPTPOS DEPT POSITION | >= | I100 |
| 2 | | | <= | I100 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Yes No Add Ins Del Del

Slide 77
Slide notes:

Page 77 of 88

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002
Report Name: IT Services
Heading @ the Top: IT Services
Footnote (optional):
Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, 1's, no decimal
☒ Detail
Balance @ End:

Breaks

| 1 | p and 1 (inc states) flag |
|---|---------------------------|

Budget Actuals Mapping

| 1 | |
|---|--|

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | | Value | | Value |
|---|----------|-----------------------|----|-------|----|-------|
| 1 | * | DEPTPOS DEPT POSITION | >= | I100 | <= | I100 |
| 2 | | | | | | |

Yes Prev Add Ins Del Del

Slide 78

Slide notes: We do not need any more lines of criteria in this case, so we just press ESCAPE.

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key:

Report Name:

Heading @ the Top:

Footnote (optional):

Template to Apply:

Sorting to Apply: ☒ Detail

Balance @ End:

| Breaks | |
|--------|----------------------|
| 1 | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |

| Budget Actuals Mapping | |
|------------------------|----------------------|
| 1 | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> |

Data Selector to Use: [Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|----------------------|----------------------|
| 1 | | <input type="text"/> | <input type="text"/> |
| | | <input type="text"/> | <input type="text"/> |
| | | <input type="text"/> | <input type="text"/> |
| | | <input type="text"/> | <input type="text"/> |

Slide 79

Slide notes: After defining the Report for the 1st time, it is a good idea to SAVE it.

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Save

Perform Now

Find Existing Report

Report Key

Report Name

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

[Visit Data Selectors](#)

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Slide 80
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Save

Perform Now

Find Existing Report

Report Key60

Report Name

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

[Visit Data Selectors](#)

OR

[Use a Data Selector OR list Criteria below.]

And / Or

Flag Element

Value

Value

1

Slide 81
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

Save

Perform Now

Find Existing Report

Report Key600

Report Name

Heading @ the Top

Footnote (optional)

Template to Apply

Sorting to Apply

☒ Detail

Balance @ End

Breaks

1

Budget Actuals Mapping

1

Data Selector to Use

[Visit Data Selectors](#)

OR

[Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|--------------|-------|-------|
| 1 | | | |
| | | | |
| | | | |
| | | | |

Slide 82
Slide notes:

The screenshot shows the 'Define or Execute Budget Report' window in the IES Client v8.29. The window has a menu bar with 'Help', 'Submit', 'Quit', 'Functions', and 'Commands'. Below the menu bar is a toolbar with various icons. The main area is divided into several sections:

- Report Key:** A text box containing '6000'.
- Report Name:** A text box.
- Heading @ the Top:** A text box.
- Footnote (optional):** A text box.
- Template to Apply:** A text box.
- Sorting to Apply:** A dropdown menu with 'Detail' selected.
- Balance @ End:** A text box.
- Breaks:** A table with one row containing '1'.
- Budget Actuals Mapping:** A table with one row containing '1'.
- Data Selector to Use:** A text box.
- OR [Use a Data Selector OR list Criteria below.]**
- Criteria Table:** A table with columns 'And / Or', 'Flag Element', 'Value', and 'Value'. It contains one row with '1' in the 'And / Or' column.

Buttons for 'Save', 'Perform Now', and 'Visit Data Selectors' are visible. The window title bar reads 'IES Client v8.29: My IES'.

Slide 83

Slide notes: Now we can recall the Report and perform it.

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

Define or Execute Budget Report

[Find Existing Report](#) [Save](#) [Perform Now](#)

Report Key: 5002

Report Name: IT Services

Heading @ the Top: IT Services

Footnote (optional):

Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, l's, no decimal

Balance @ End: ☒ Detail

Breaks

| 1 | p and l (inc states) flag |
|---|---------------------------|
| | |
| | |
| | |

Budget Actuals Mapping

| 1 | |
|---|--|
| | |
| | |
| | |

Data Selector to Use:

[Visit Data Selectors](#)

OR [Use a Data Selector OR list Criteria below.]

| | And / Or | Flag Element | Value | Value |
|---|----------|-----------------------|-------|-------|
| 1 | * | DEPTPOS DEPT POSITION | >= | 1100 |
| | | | <= | 1100 |
| | | | | |
| | | | | |
| | | | | |

Slide 84

Slide notes:

IES Client v8.29 : My IES

Help InfoLab Connections Login Logout Companion Wizard How do I DataMarts Business Modules Action Focus Option Select

Define or Execute Budget Report

Find Existing Report

Report Key: 5002

Report Name: IT Services

Heading @ the Top: IT Services

Footnote (optional):

Template to Apply: 01 financials 12 values plus total

Sorting to Apply: mr02, 1's, no decimal

☒ Detail

Balance @ End:

Breaks

1 p and 1 (inc states) flag

Budget Actuals Mapping

1

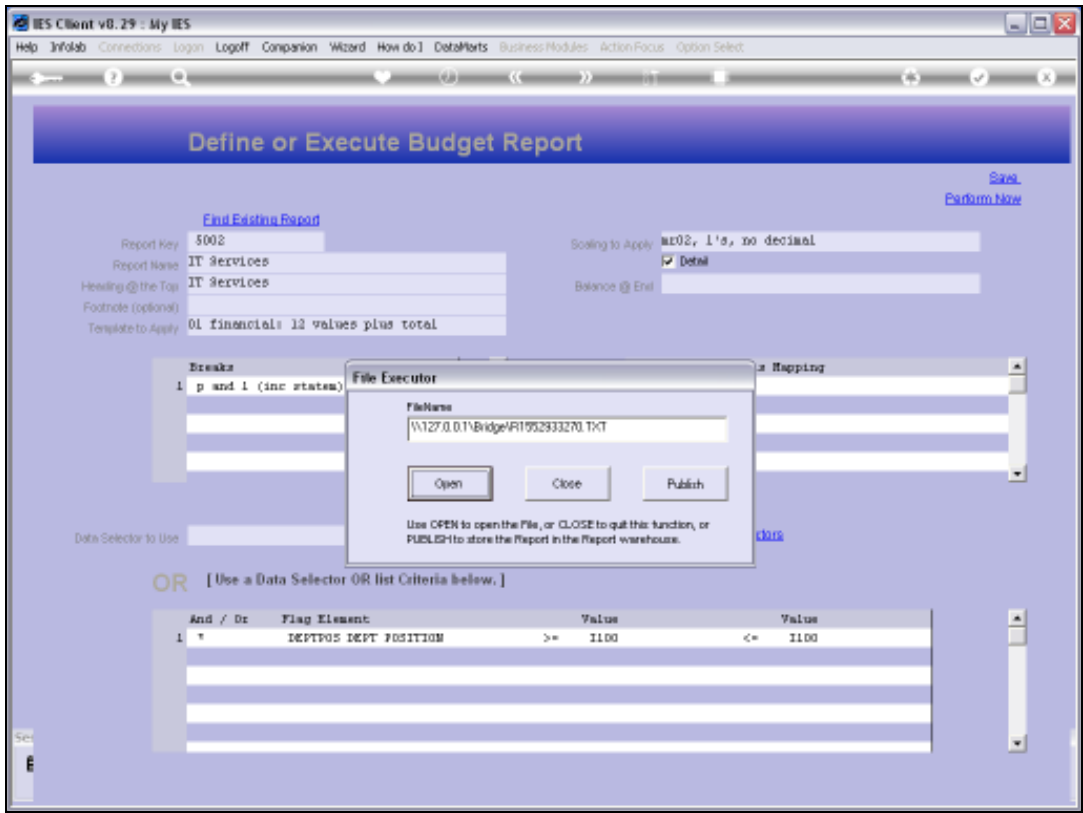
Data Selector to Use:

Visit Data Selectors

OR [Use a Data Selector OR list Criteria below.]

| And / Or | Flag Element | Value | Value |
|----------|-----------------------|-------|-------|
| 1 * | DEPTPOS DEPT POSITION | >= | 1100 |
| | | <= | 1100 |

Slide 85
Slide notes:



Slide 86
Slide notes:

R1552933270.TXT - Notepad

File Edit Format View Help

07/07/2010 09:14:30 page 1 Financials Displayed As 1's, no decimal

GUNBY ROOPS INC.

IT Services

Financial Budget Report

| | Jan 2010 | Feb 2010 | Mar 2010 | Apr 2010 | May 2010 | Jun 2010 | Jul 2010 | Aug 2010 | Sep 2010 |
|-------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| II-00-00-1001 Salaries | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-00-1002 Overtime | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-00-1003 Pension | 28,750 | 28,750 | 28,750 | 28,750 | 28,750 | 28,750 | 28,750 | 28,750 | 28,750 |
| II-00-00-1004 Medical | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 |
| II-00-00-1005 Travel | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-00-1006 Benefits | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 |
| II-00-00-1007 Staff Canteen | 17,250 | 17,250 | 17,250 | 17,250 | 17,250 | 17,250 | 17,250 | 17,250 | 17,250 |
| II-00-21-1001 Salaries | 52,709 | 52,709 | 52,709 | 52,709 | 52,709 | 52,709 | 52,709 | 52,709 | 52,709 |
| II-00-21-1002 Overtime | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 |
| II-00-21-1003 Salaries | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-22-1001 Salaries | 115,000 | 115,000 | 115,000 | 115,000 | 115,000 | 115,000 | 115,000 | 115,000 | 115,000 |
| II-00-22-1002 Overtime | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-22-1003 Salaries | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 |
| II-00-23-1001 Salaries | 67,083 | 67,083 | 67,083 | 67,083 | 67,083 | 67,083 | 67,083 | 67,083 | 67,083 |
| II-00-23-1002 Overtime | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 |
| II-00-23-1003 Salaries | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-24-1001 Salaries | 57,500 | 57,500 | 57,500 | 57,500 | 57,500 | 57,500 | 57,500 | 57,500 | 57,500 |
| II-00-24-1002 Overtime | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-24-1003 Salaries | 46,000 | 46,000 | 46,000 | 46,000 | 46,000 | 46,000 | 46,000 | 46,000 | 46,000 |
| ===== | | | | | | | | | |
| S01 Personnel | \$10,792 | \$10,792 | \$10,792 | \$10,792 | \$10,792 | \$10,792 | \$10,792 | \$10,792 | \$10,792 |
| *** I3 *** | | | | | | | | | |
| II-00-00-1101 Internet | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 |
| II-00-00-1102 Telephone | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 |
| ===== | | | | | | | | | |
| S02 Communications | 10,350 | 10,350 | 10,350 | 10,350 | 10,350 | 10,350 | 10,350 | 10,350 | 10,350 |
| *** I3 *** | | | | | | | | | |
| II-00-00-1201 Stationery | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 |
| II-00-00-1202 Office Rental | 13,900 | 13,900 | 13,900 | 13,900 | 13,900 | 13,900 | 13,900 | 13,900 | 13,900 |
| II-00-00-1203 Electricity | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 |
| ===== | | | | | | | | | |
| S03 Office | 21,950 | 21,950 | 21,950 | 21,950 | 21,950 | 21,950 | 21,950 | 21,950 | 21,950 |
| *** I3 *** | | | | | | | | | |
| II-00-00-1410 Computers | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 |
| II-00-00-1411 Software | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 |
| II-00-00-1412 Licenses | 5,750 | 5,750 | 5,750 | 5,750 | 5,750 | 5,750 | 5,750 | 5,750 | 5,750 |
| ===== | | | | | | | | | |
| S04 Information Technology | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 |
| *** I3 *** | | | | | | | | | |
| II-00-00-1521 Support Subsidy | -184,000 | -184,000 | -184,000 | -184,000 | -184,000 | -184,000 | -184,000 | -184,000 | -184,000 |

Slide 87

Slide notes: Well, that was really quick and easy to write a Budget Management Report! In the other tutorials for this Report Writer, we look at some other aspects and the available alternatives to write the Reports we want.

R1552933270.TXT - Notepad

File Edit Format View Help

07/07/2010 09:14:30 page 1 Financials Displayed As 1's, no decimal

GUNBY ROOPS INC.

IT Services

Financial Budget Report

| | Jan 2010 | Feb 2010 | Mar 2010 | Apr 2010 | May 2010 | Jun 2010 | Jul 2010 | Aug 2010 | Sep 2010 |
|-------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| II-00-00-1001 Salaries | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-00-1002 Overtime | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-00-1002 Pension | 28,750 | 28,750 | 28,750 | 28,750 | 28,750 | 28,750 | 28,750 | 28,750 | 28,750 |
| II-00-00-1004 Medical | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 |
| II-00-00-1005 Travel | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-00-1006 Benefits | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 |
| II-00-00-1007 Staff Canteen | 17,250 | 17,250 | 17,250 | 17,250 | 17,250 | 17,250 | 17,250 | 17,250 | 17,250 |
| II-00-21-1001 Salaries | 52,709 | 52,709 | 52,709 | 52,709 | 52,709 | 52,709 | 52,709 | 52,709 | 52,709 |
| II-00-21-1002 Overtime | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 |
| II-00-21-1005 Travel | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-22-1001 Salaries | 115,000 | 115,000 | 115,000 | 115,000 | 115,000 | 115,000 | 115,000 | 115,000 | 115,000 |
| II-00-22-1002 Overtime | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-22-1005 Travel | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 |
| II-00-23-1001 Salaries | 67,083 | 67,083 | 67,083 | 67,083 | 67,083 | 67,083 | 67,083 | 67,083 | 67,083 |
| II-00-23-1002 Overtime | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 |
| II-00-23-1005 Travel | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-24-1001 Salaries | 57,500 | 57,500 | 57,500 | 57,500 | 57,500 | 57,500 | 57,500 | 57,500 | 57,500 |
| II-00-24-1002 Overtime | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| II-00-24-1005 Travel | 46,000 | 46,000 | 46,000 | 46,000 | 46,000 | 46,000 | 46,000 | 46,000 | 46,000 |
| ===== | | | | | | | | | |
| S01 Personnel | \$10,792 | \$10,792 | \$10,792 | \$10,792 | \$10,792 | \$10,792 | \$10,792 | \$10,792 | \$10,792 |
| *** IS **** | | | | | | | | | |
| II-00-00-1101 Internet | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 |
| II-00-00-1102 Telephone | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 |
| ===== | | | | | | | | | |
| S02 Communications | 10,350 | 10,350 | 10,350 | 10,350 | 10,350 | 10,350 | 10,350 | 10,350 | 10,350 |
| *** IS **** | | | | | | | | | |
| II-00-00-1201 Stationery | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 | 3,450 |
| II-00-00-1202 Office Rental | 13,900 | 13,900 | 13,900 | 13,900 | 13,900 | 13,900 | 13,900 | 13,900 | 13,900 |
| II-00-00-1202 Electricity | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 |
| ===== | | | | | | | | | |
| S02 Office | 21,950 | 21,950 | 21,950 | 21,950 | 21,950 | 21,950 | 21,950 | 21,950 | 21,950 |
| *** IS **** | | | | | | | | | |
| II-00-00-1410 Computers | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 |
| II-00-00-1411 Software | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 |
| II-00-00-1412 Licenses | 5,750 | 5,750 | 5,750 | 5,750 | 5,750 | 5,750 | 5,750 | 5,750 | 5,750 |
| ===== | | | | | | | | | |
| S04 Information Technology | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 | 40,250 |
| *** IS **** | | | | | | | | | |
| II-00-00-1521 Support Subsidy | -184,000 | -184,000 | -184,000 | -184,000 | -184,000 | -184,000 | -184,000 | -184,000 | -184,000 |

Slide 88

Slide notes: