

FMS Budgeting – FY 22

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FMS Budget Highlights

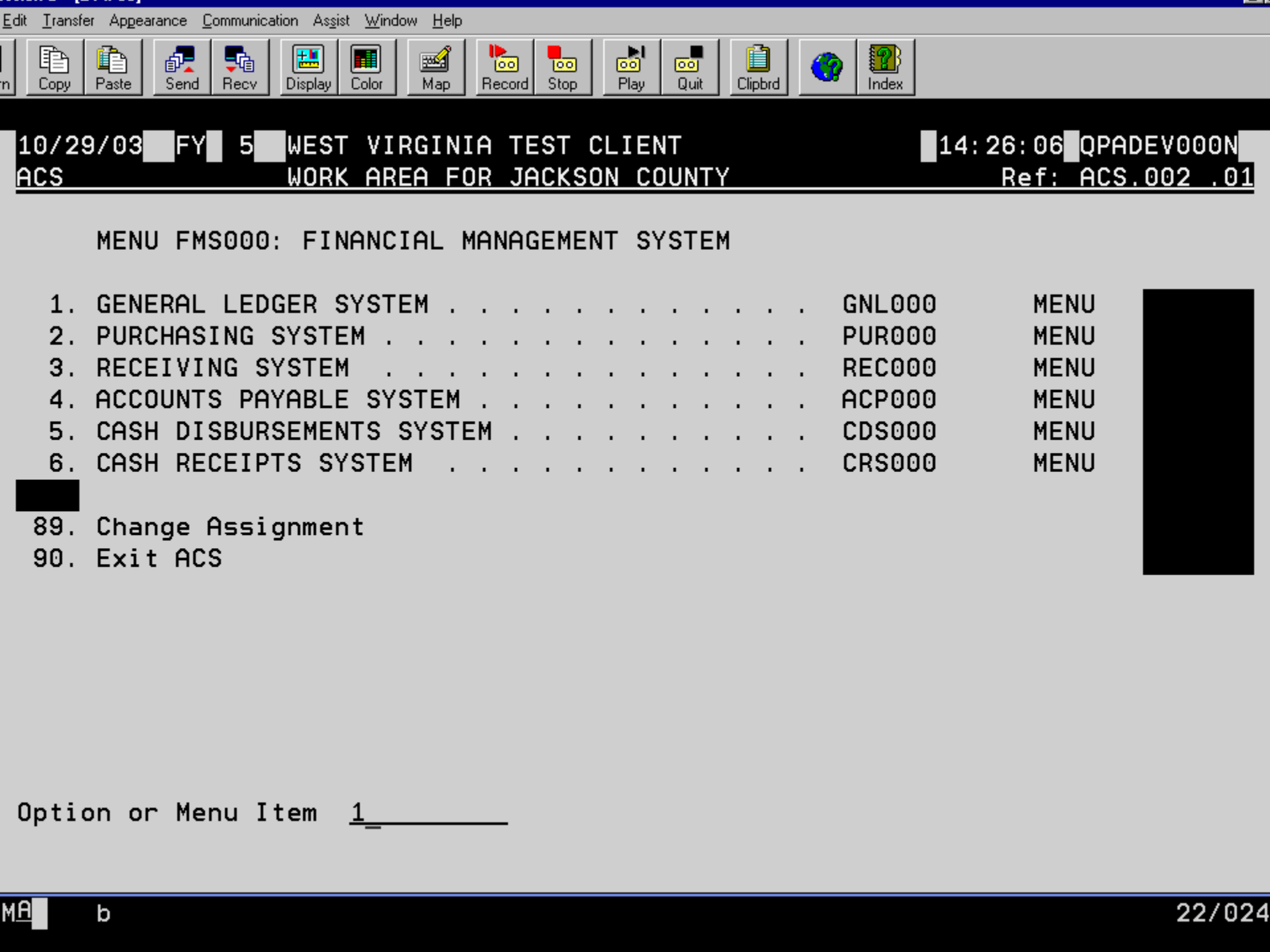
- § Carry forward prior year ending budget
- § Create two proposed budgets
- § Proposed budgets copy to approved and adopted budget
- § Adopted budget becomes beginning budget

FMS Budget Highlights

- § Interfaces with EMS budget module
- § Easy modification of proposed budget to increase/decrease by %
- § Rounding by tens, hundreds and thousands
- § Detail budgeting optional
- § Budget detail report

FMS NEW YEAR SETUP CHECKLIST

- 1. SETUP CLIENT MEMBER – FMS.000**
- 2. REVIEW GENERAL FINANCIAL MANAGEMENT
OPTIONS – GNL.100**
- 3. DEFINE ACCOUNT CODE FORMAT – GNL.101**
- 4. CLEANUP ACCOUNTS – GNL.994D**
- 5. COPY PRIOR YEAR ACCOUNTS TO NEW YEAR –
FIN.010**
- 6. RUN TEST FINANCIAL SETUP STATUS – GNL.901S**
- 7. RUN CROSS REFERENCE FILE BUILDER – GNL.103**
- 8. CREATE MULTI YEAR G/L CROSS REFERENCE FILE
– WVF.904.**



MENU FMS000: FINANCIAL MANAGEMENT SYSTEM

- | | | |
|--|--------|------|
| 1. GENERAL LEDGER SYSTEM | GNL000 | MENU |
| 2. PURCHASING SYSTEM | PUR000 | MENU |
| 3. RECEIVING SYSTEM | REC000 | MENU |
| 4. ACCOUNTS PAYABLE SYSTEM | ACP000 | MENU |
| 5. CASH DISBURSEMENTS SYSTEM | CDS000 | MENU |
| 6. CASH RECEIPTS SYSTEM | CRS000 | MENU |

- 89. Change Assignment
- 90. Exit ACS

Option or Menu Item 1

MENU GNL000: GENERAL LEDGER SYSTEM

- 1. Account Balance & Transaction Detail Lookup . GNL.601L
- 2. Journal Entry Input GNL.401
- 3. General Financial Management Options GNL.100
- 4. Define Control Documents MGR.501
- 5. MONTH END CLOSING GNL700 MENU
- 6. GENERAL LEDGER REPORTS GNL500 MENU
- 7. CHART OF ACCOUNTS MAINTENANCE GNL200 MENU
- 8. Import Pending Journal Entries GNL.402
- 9. BUDGET DEVELOPMENT SYSTEM BUD000 MENU
- 10. CONTROL ACCOUNT FUNCTIONS GLB000 MENU
- 11. NEW YEAR SETUP PROCEDURES GNL800 MENU

- 89. Change Assignment
- 90. Exit ACS

Option or Menu Item 7

MENU GNL200: CHART OF ACCOUNTS MAINTENANCE

1. Define Account Code Format

GNL.101
2. Define Sub-Ledgers

GNL.205
3. Define Journal Titles

GNL.206
4. Define Single Account Code Elements

GNL.202
5. Define Object Codes

GNL.203
6. Beginning Account Balance Maintenance

GNL.601
7. Print Chart of Accounts

GNL.R010
8. Define Account Code Keywords

GNL.201
9. Define Account Code Element Restrictions

GNL.110
10. Test Financial Setup Status

GNL.901S
11. Set Up Client Members for FMS

FMS.000
12. FMS CORRECTION PROCEDURES

GNL900 MENU
89. Change Assignment
90. Exit ACS

Option or Menu Item 11

2/06/20 FY 20

NICHOLAS COUNTY SCHOOLS

15:30:36 QPADEV0019

FMS

Set Up Client Members for FMS

Ref: FMS.000 .01

A

Client: WV0XX Year: 20

Add

Change

Delete

Lookup

Index

Index: 1

End

1 = Client File Members for FMS

Auto Next Record? N

2/06/20 FY 20

NICHOLAS COUNTY SCHOOLS

15:31:44 QPADEV0019

FMS

Set Up Client Members for FMS

Ref: FMS.000 .11

Client: WV0XX STANDARD CLIENT

Year: 20

Comment:

Mode: Add

F3=Exit

F4=Index

F5=Reset

F12=Cancel

ONLINE

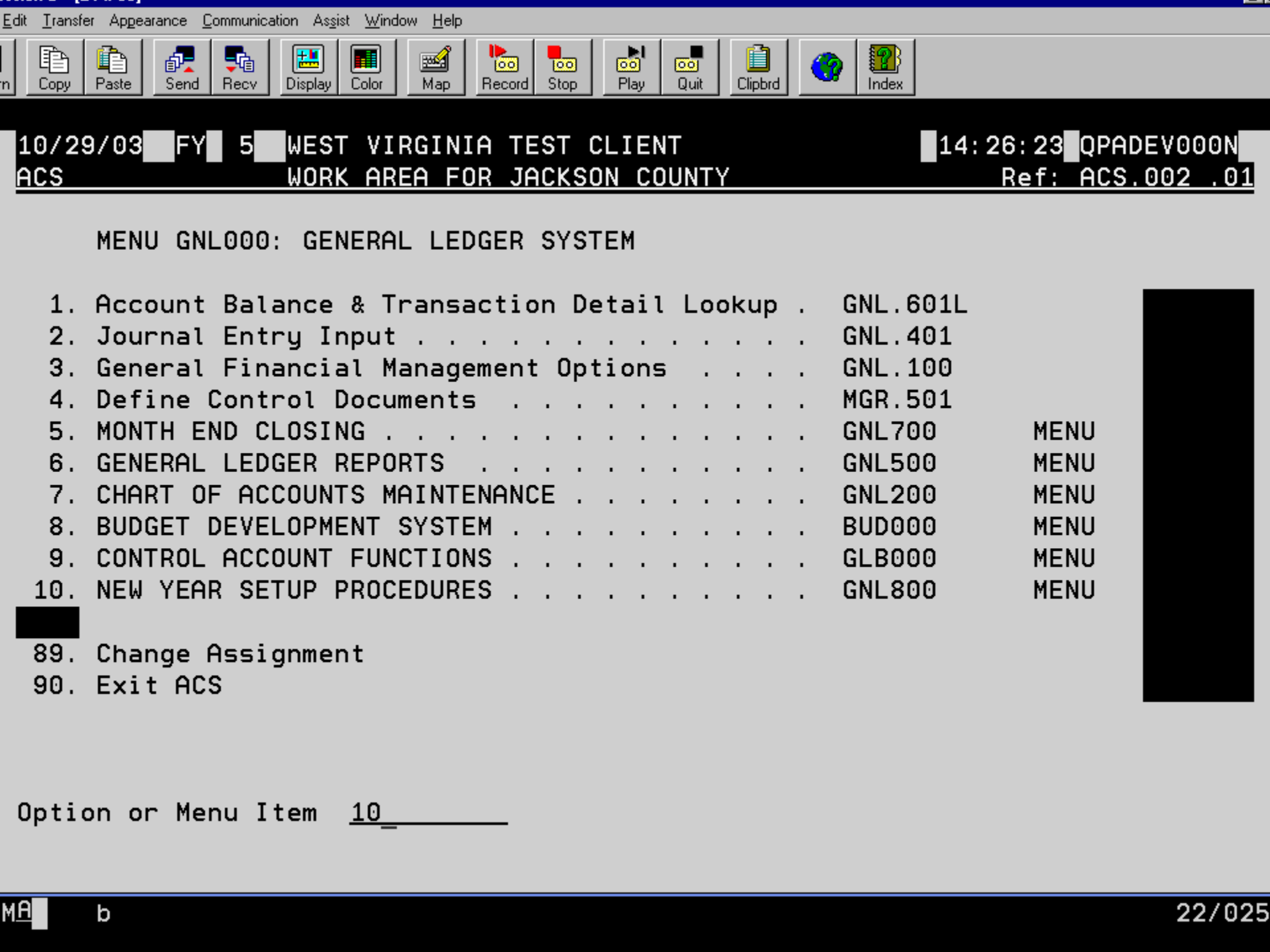
10,11



PIN



3



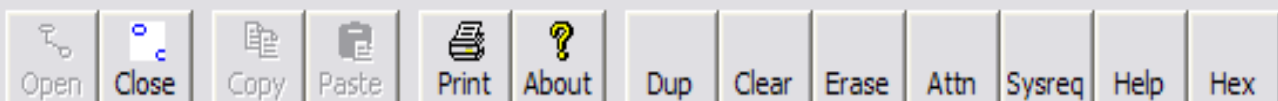
MENU GN000: GENERAL LEDGER SYSTEM

- | | | | |
|-----|---|----------|------|
| 1. | Account Balance & Transaction Detail Lookup . | GNL.601L | |
| 2. | Journal Entry Input | GNL.401 | |
| 3. | General Financial Management Options | GNL.100 | |
| 4. | Define Control Documents | MGR.501 | |
| 5. | MONTH END CLOSING | GNL700 | MENU |
| 6. | GENERAL LEDGER REPORTS | GNL500 | MENU |
| 7. | CHART OF ACCOUNTS MAINTENANCE | GNL200 | MENU |
| 8. | BUDGET DEVELOPMENT SYSTEM | BUD000 | MENU |
| 9. | CONTROL ACCOUNT FUNCTIONS | GLB000 | MENU |
| 10. | NEW YEAR SETUP PROCEDURES | GNL800 | MENU |

89. Change Assignment
90. Exit ACS

Option or Menu Item 10

File Edit View Settings Help



11/12/10 FY 11 KANAWHA COUNTY SCHOOLS 11:47:43 QPADEV004C
ACS KANAWHA COUNTY WORK AREA -MANAGER Ref: ACS.002 .01

MENU GNL800: NEW YEAR SETUP PROCEDURES

- | | | |
|--|----------|------|
| 1. General Financial Management Options | GNL.100 | |
| 2. Define Account Code Format | GNL.101 | |
| 3. Copy Prior Year's Accounts to Current Year . | FIN.010 | |
| 4. Define Single Account Code Elements | GNL.202 | |
| 5. Define Object Codes | GNL.203 | |
| 6. Test Financial Setup Status | GNL.901S | |
| 7. Cross Reference File Builder | GNL.103 | |
| 8. Invoice Batch Edit Options | ACP.210 | |
| 9. Beginning Account Balance Maintenance | GNL.601 | |
| 10. Define Control Documents | MGR.501 | |
| 11. CARRY FORWARD PRIOR YEAR INFORMATION | GNL810 | MENU |
| | | |
| 89. Change Assignment | | |
| 90. Exit ACS | | |

Option or Menu Item 1

11/28/12FY 13BERKELEY COUNTY SCHOOLS15:19:24 QPADEV003L

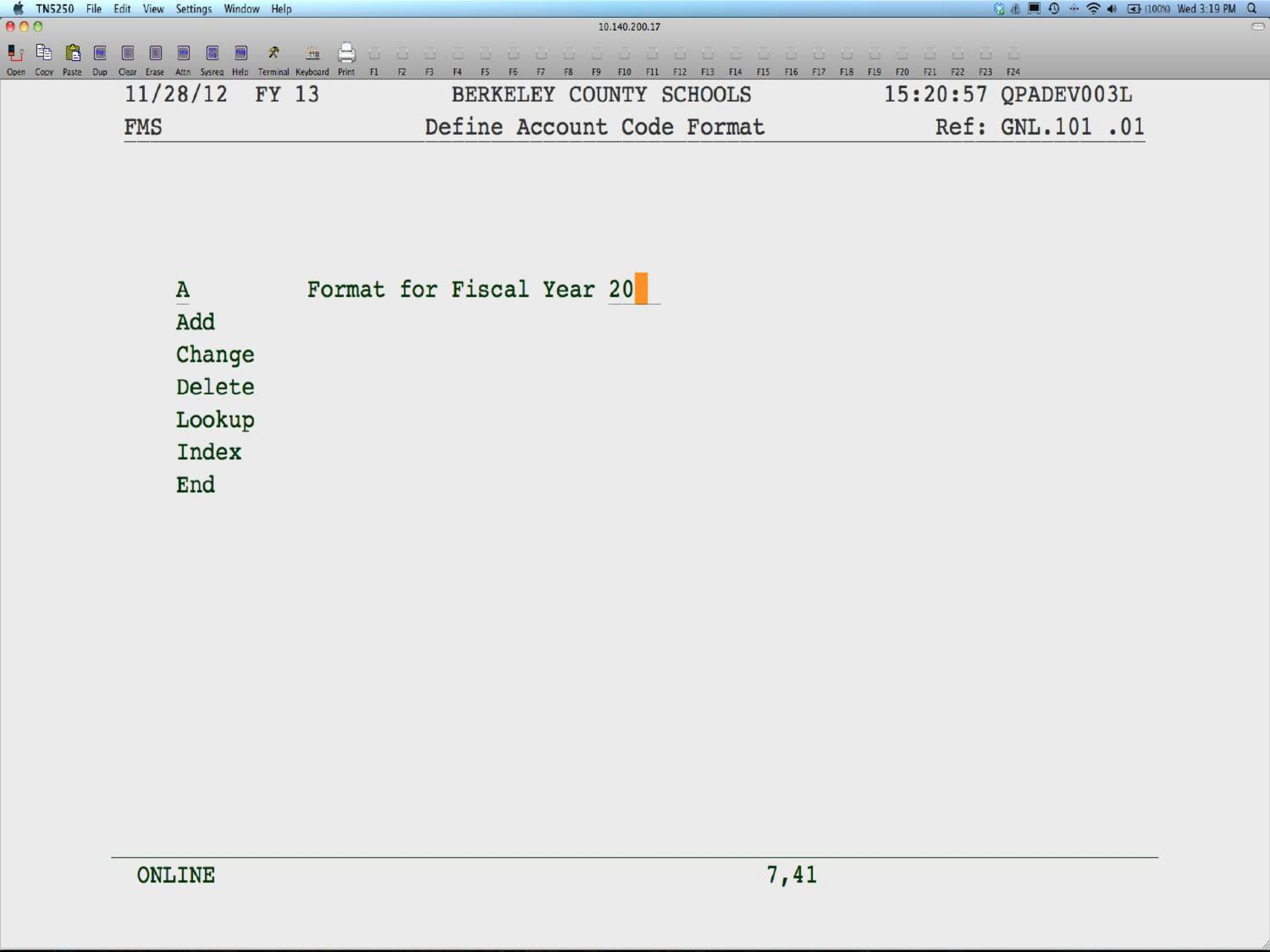
FMSGeneral Financial Management OptionsRef: GNL.100 .11

FISCAL YEAR ENDED6/30/

General Ledger Options:

- A. Open for access to chart of accounts? Y
- B. On-line budget checking for purchasing transactions: Manager Staff
(E=Error, W=Warning, Blank=No budget checking) Level Level
 On-line budget editing for purchase orders: W
 On-line budget editing for purchase requisitions: W
- C. Should interfund entries be made automatically? Y
- D. Are staff-level users authorized to set up new G/L accounts? Y
- E. Use control account budgeting? N
- F. Disable budget editing for balance sheet accounts?. Y

Mode: ChangeF3=ExitF5=ResetF12=CancelCancel? N



11/28/12 FY 13
FMS

BERKELEY COUNTY SCHOOLS
Define Account Code Format

15:20:57 QPADEV003L
Ref: GNL.101 .01

A Format for Fiscal Year 20
Add
Change
Delete
Lookup
Index
End

EditTransferAppearanceCommunicationAssistWindowHelp

Copy

Paste

Send

Recv

Display

Color

Map

Record

Stop

Play

Quit

Clipbrd

Index

11/20/02

FY

4

WEST VIRGINIA TEST CLIENT

11:48:54

QPADEV000J

ACS

WORK AREA FOR JACKSON COUNTY

Ref: ACS.002 .01

MENU WVRFO0: WEST VIRGINIA FINANCIAL DATA REPORTS

1. Monthly Financial ReportWVR.001

2. G/L Account Element Combination Error Report. WVF.0100

3. Mass-Add Accounts in General LedgerGNL.994A

4. Change Status of Accounts in General Ledger . GNL.994C

5. Mass-Delete Accounts in the General Ledger . GNL.994D

6. Maintain Grant InformationWVF.310

7. Grant Information ReportWVF.510

8. Special Projects WorksheetWVF.550

9. Maintain Special Projects Override Values . . WVF.555

10. Mass-Add Accounts With New FundsWVF.994A

11. Populate G/L X-Ref File with 6x Funds WVF.903

12. BUS TRANSPORTATION ENTRY MENUWVT001

MENU

89. Change Assignment

90. Exit ACS

Option or Menu Item

5

MA

b

A

22/024

EditTransferAppearanceCommunicationAssistWindowHelp

Copy

Paste

Send

Recv

Display

Color

Map

Record

Stop

Play

Quit

Clipbrd

Index

11/20/02FY 04WEST VIRGINIA TEST CLIENT11:50:46 KIM

FMSMass-Delete Accounts in General LedgerGNL.994D

Element Name	From/Only	To
FUND		
PROJECT		
PROGRAM/FUNCTION		
OBJECT		
LOCATION		
COST CENTER		
SUBJECT		
EXPANSION		

Edit List Only?:N

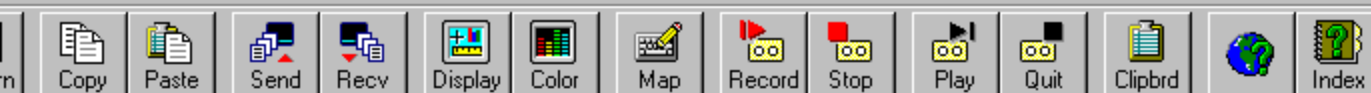
F3=Exit

MA

b

A

06/042



10/29/03 FY 05 WEST VIRGINIA TEST CLIENT

14:08:05 KIM

FMS Mass-Delete Accounts in General Ledger

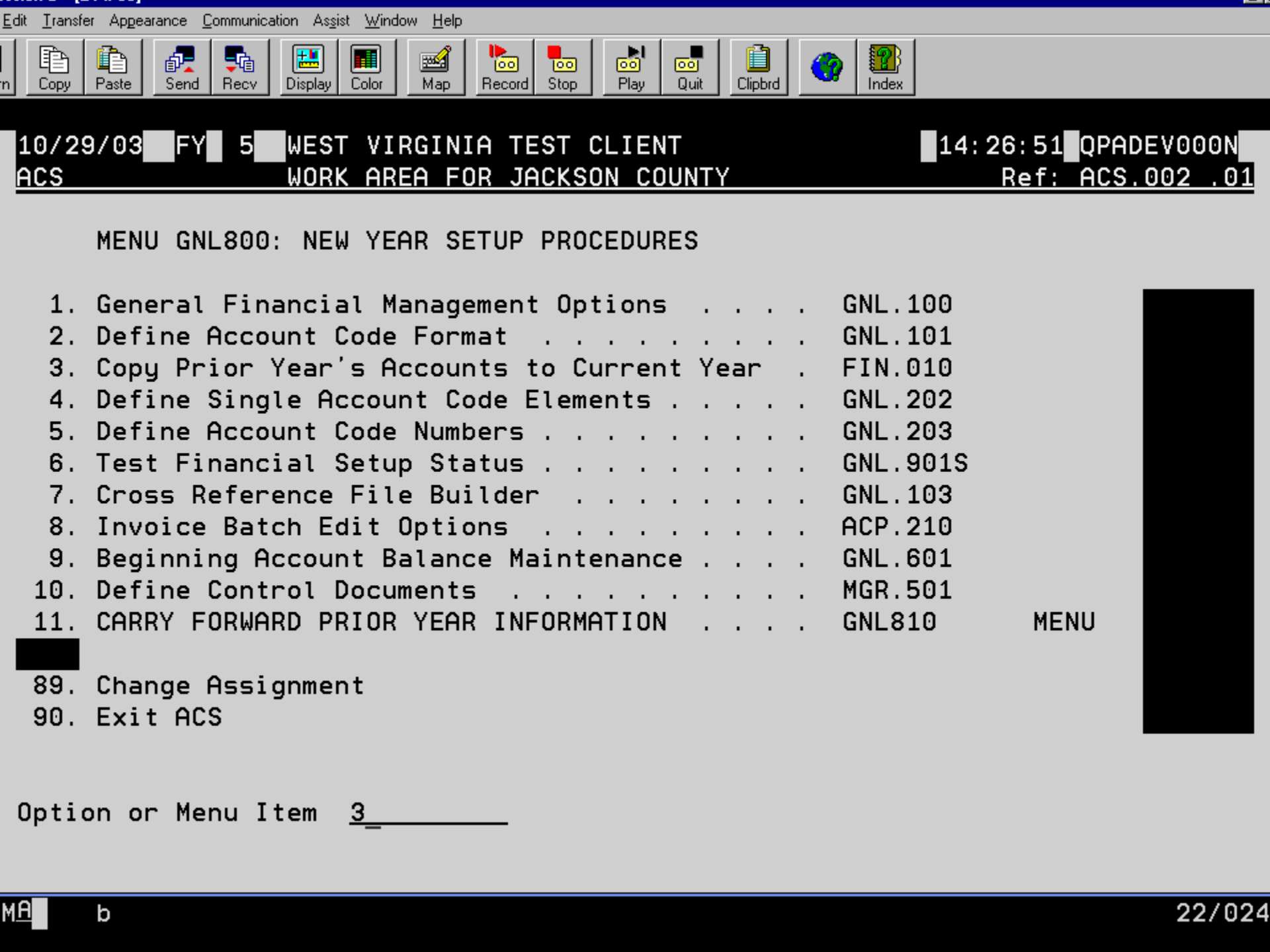
GNL.994D

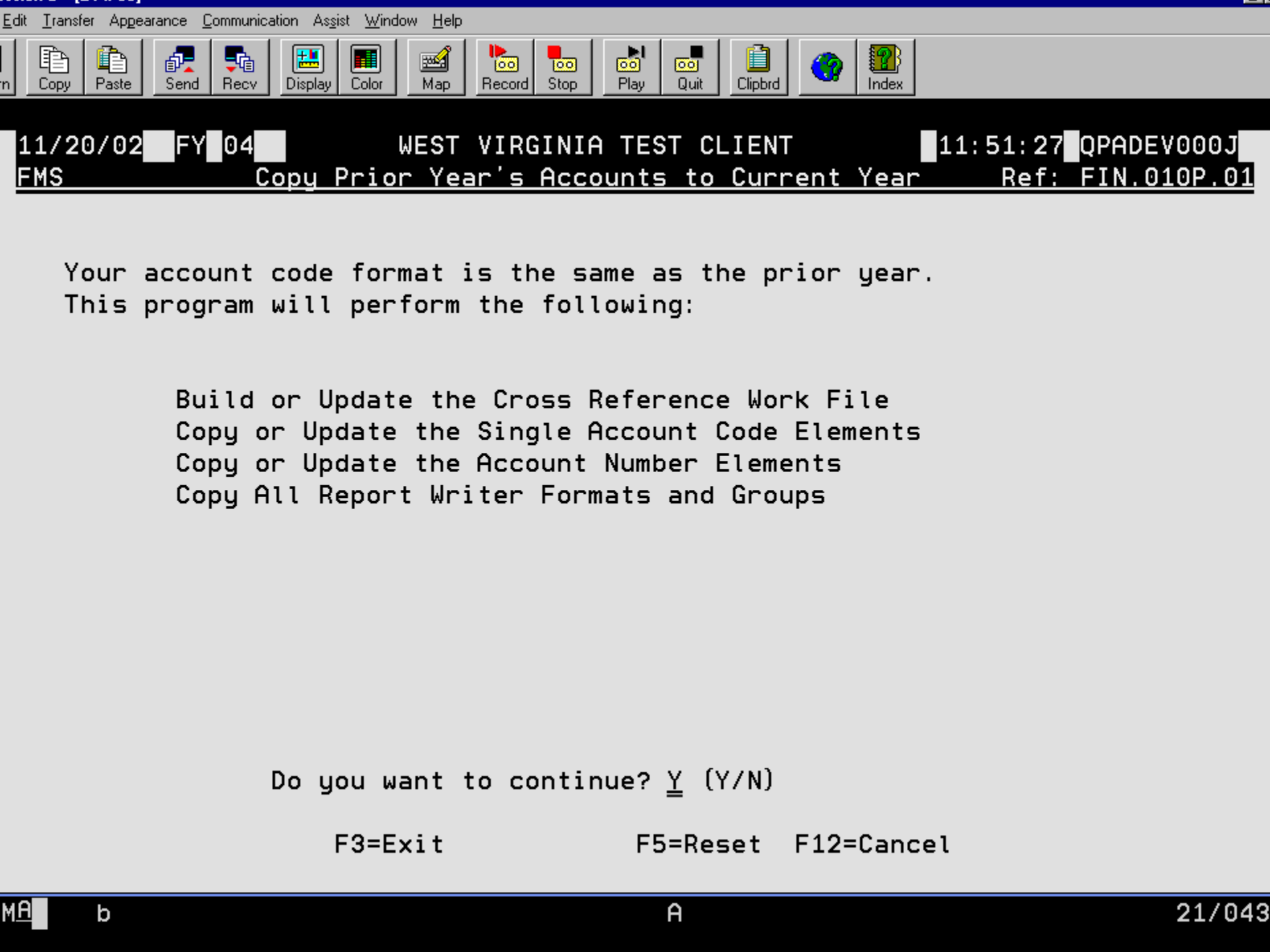
You are about to delete ALL accounts.

ARE YOU SURE?

Y

F3=Exit





11/20/02 FY 04 WEST VIRGINIA TEST CLIENT 11:51:27 QPADEV000J
FMS Copy Prior Year's Accounts to Current Year Ref: FIN.010P.01

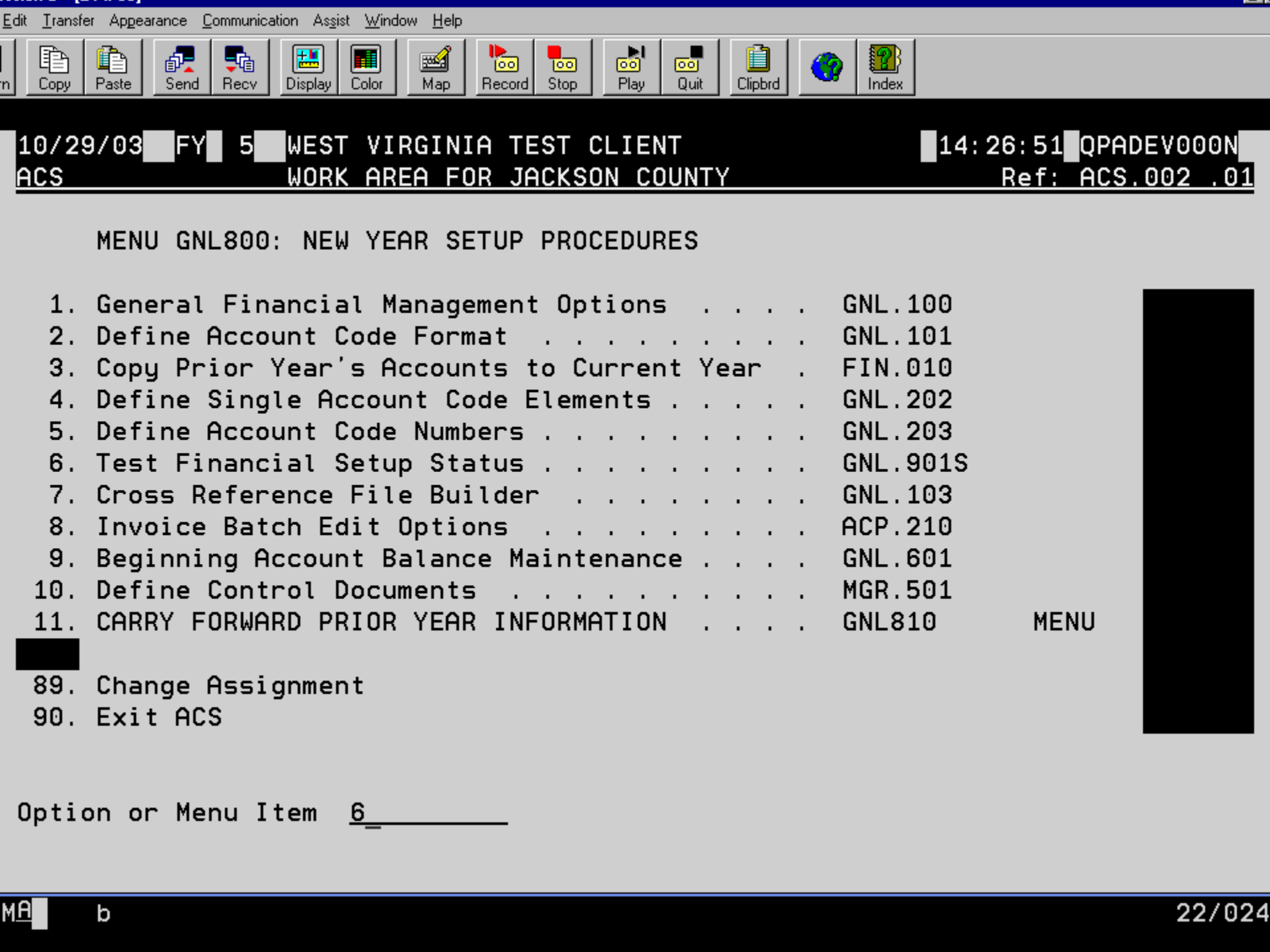
Your account code format is the same as the prior year.
This program will perform the following:

- Build or Update the Cross Reference Work File
- Copy or Update the Single Account Code Elements
- Copy or Update the Account Number Elements
- Copy All Report Writer Formats and Groups

Do you want to continue? Y (Y/N)

F3=Exit F5=Reset F12=Cancel

MA b A 21/043



MENU GNL800: NEW YEAR SETUP PROCEDURES

1. General Financial Management Options GNL.100
2. Define Account Code Format GNL.101
3. Copy Prior Year's Accounts to Current Year FIN.010
4. Define Single Account Code Elements GNL.202
5. Define Account Code Numbers GNL.203
6. Test Financial Setup Status GNL.901S
7. Cross Reference File Builder GNL.103
8. Invoice Batch Edit Options ACP.210
9. Beginning Account Balance Maintenance GNL.601
10. Define Control Documents MGR.501
11. CARRY FORWARD PRIOR YEAR INFORMATION GNL810

MENU

89. Change Assignment
90. Exit ACS

Option or Menu Item 6

EditTransferAppearanceCommunicationAssistWindowHelp

Copy

Paste

Send

Recv

Display

Color

Map

Record

Stop

Play

Quit

Clipbrd

Index

Display Spooled File

File : OGNL901S

Control : _____

Find : _____

Page/Line 1/3

Columns 1 - 78

*.....1.....+.....2.....+.....3.....+.....4.....+.....5.....+.....6.....+.....7.....+.....

Date: 10/29/03WEST VIRGINIA TEST CLIENTPag

Time: 14:30:33STATUS OF SET-UP INFORMATION

Prog: GNL.901SREQUIRED RECORDS

STATUS OF JOURNAL TITLES: (GNL206)

OKA/P ACCOUNTS PAYABLE INVOICE ACCRUAL JOURNAL

OKP/O PURCHASE ORDER JOURNAL

OKGEN GENERAL JOURNAL ENTRIES

OKC/D CASH DISBURSEMENTS JOURNAL

OKC/R CASH RECEIPTS JOURNAL

OKR/C RECEIVING JOURNAL

OKP/O Default information found. (PUR101)

OKAccount Restrictions or Approvals Set Up Properly

NO ERRORS NOTED: USE GNL100 TO INDICATE APPROVAL TO BEGIN TRANSACTION

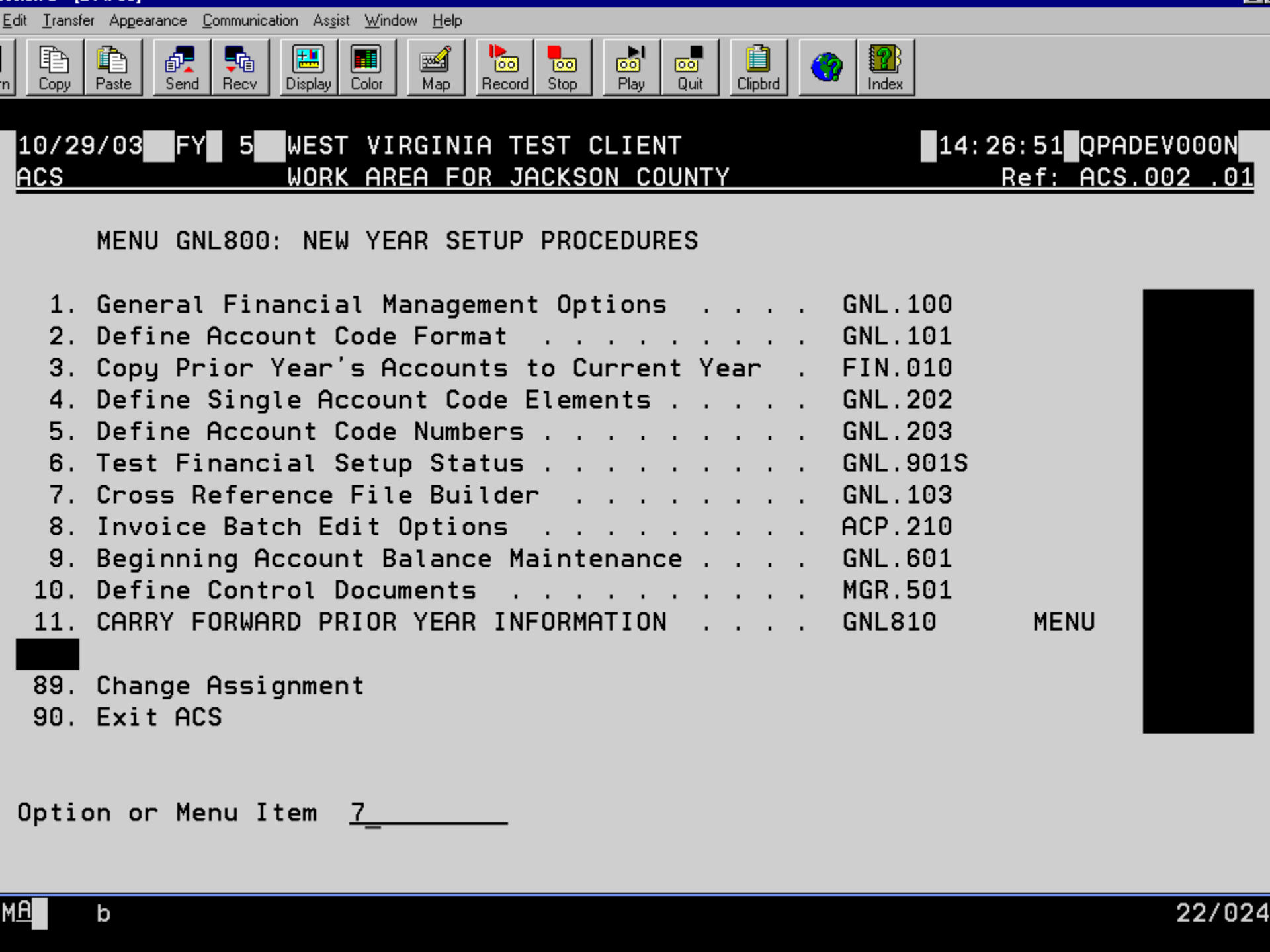
Bottom

F3=ExitF12=CancelF19=LeftF20=RightF24=More keys

MA

b

03/022



MENU GNL800: NEW YEAR SETUP PROCEDURES

1. General Financial Management Options GNL.100
 2. Define Account Code Format GNL.101
 3. Copy Prior Year's Accounts to Current Year FIN.010
 4. Define Single Account Code Elements GNL.202
 5. Define Account Code Numbers GNL.203
 6. Test Financial Setup Status GNL.901S
 7. Cross Reference File Builder GNL.103
 8. Invoice Batch Edit Options ACP.210
 9. Beginning Account Balance Maintenance GNL.601
 10. Define Control Documents MGR.501
 11. CARRY FORWARD PRIOR YEAR INFORMATION GNL810 MENU
89. Change Assignment
90. Exit ACS

Option or Menu Item 7

EditTransferAppearanceCommunicationAssistWindowHelp

Copy

Paste

Send

Recv

Display

Color

Map

Record

Stop

Play

Quit

Clipbrd

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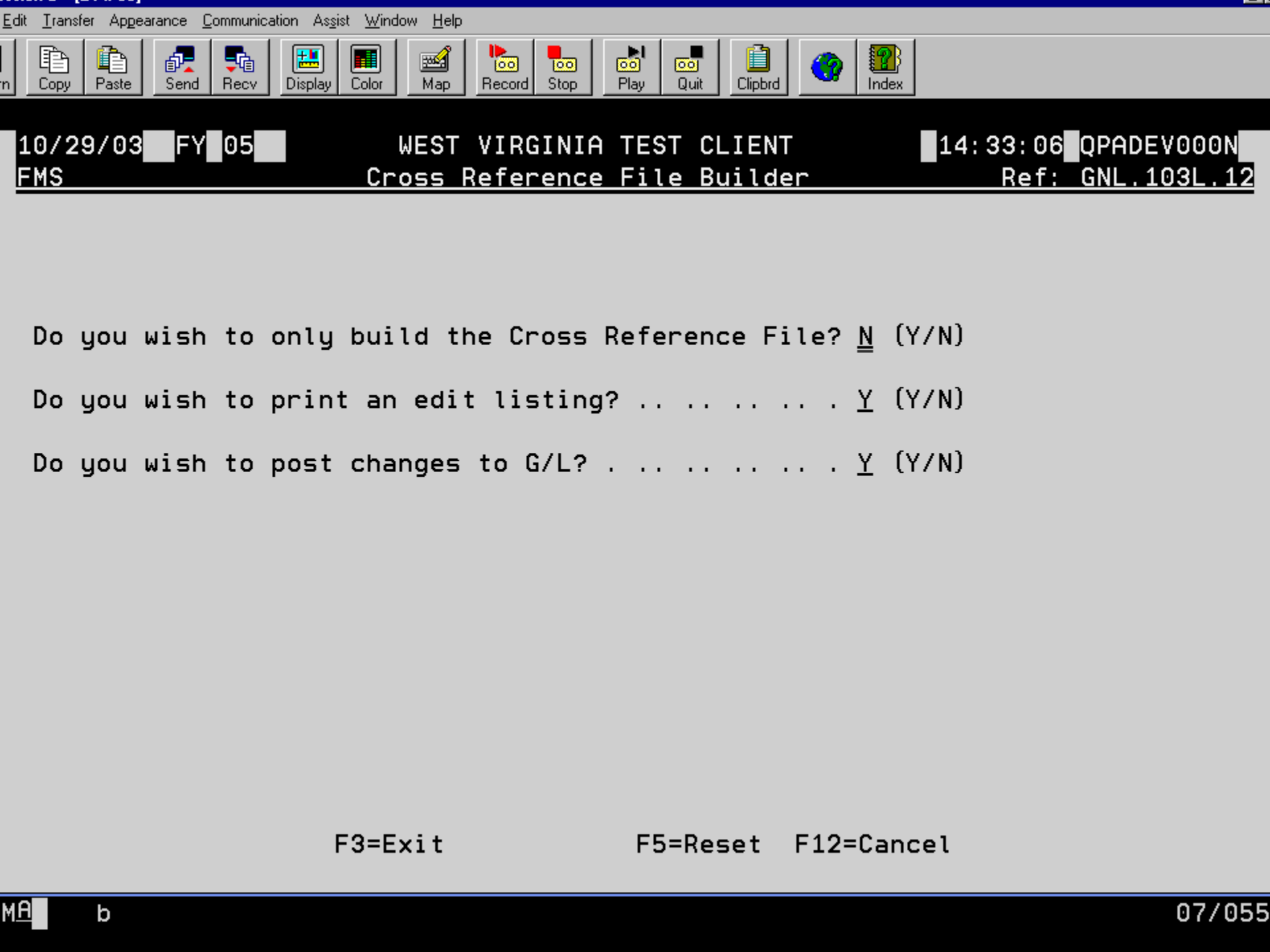
10/29/03FY05WEST VIRGINIA TEST CLIENT14:32:43QPADEV000N
FMSCross Reference File BuilderRef: GNL.103L.01

Position to Prior Year Account:

CMD	Prior/Current Year Account	Description
EGIN		
00000001	11.00000.00101.001.000.0000.0000.00	CURRENT ASSETS
	11.00000.00101.001.000.0000.0000.00 NEW	
00000002	11.00000.00141.007.000.0000.0000.00	FUND EQUITY
	11.00000.00141.007.000.0000.0000.00 NEW	
00000003	11.00000.00171.001.001.0000.0000.00	CURRENT ASSETS
	11.00000.00171.001.001.0000.0000.00 NEW	
00000004	11.00000.00192.001.000.0000.0000.00	CURRENT ASSETS
	11.00000.00192.001.000.0000.0000.00 NEW	
00000005	11.00000.00192.001.000.1003.0000.00	CURRENT ASSETS
	11.00000.00192.001.000.1003.0000.00 NEW	
00000006	11.00000.00421.004.000.0000.0000.00	CURRENT LIABILITIES
	11.00000.00421.004.000.0000.0000.00 NEW	

COMMANDS: C L F T EPOSITION: +n,n,n,-n,Roll-up,Roll-down

MAb06/003



10/29/03 FY 05 WEST VIRGINIA TEST CLIENT 14:33:06 QPADEV000N
FMS Cross Reference File Builder Ref: GNL.103L.12

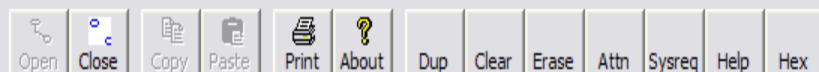
Do you wish to only build the Cross Reference File? N (Y/N)

Do you wish to print an edit listing? Y (Y/N)

Do you wish to post changes to G/L? Y (Y/N)

F3=Exit

F5=Reset F12=Cancel



11/27/06 FY 07 KANAWHA COUNTY SCHOOLS 16:31:44 QPADEV001F
ACS KANAWHA COUNTY WORK AREA -MANAGER Ref: ACS.002 .01

MENU WVRF00: WEST VIRGINIA FINANCIAL DATA REPORTS

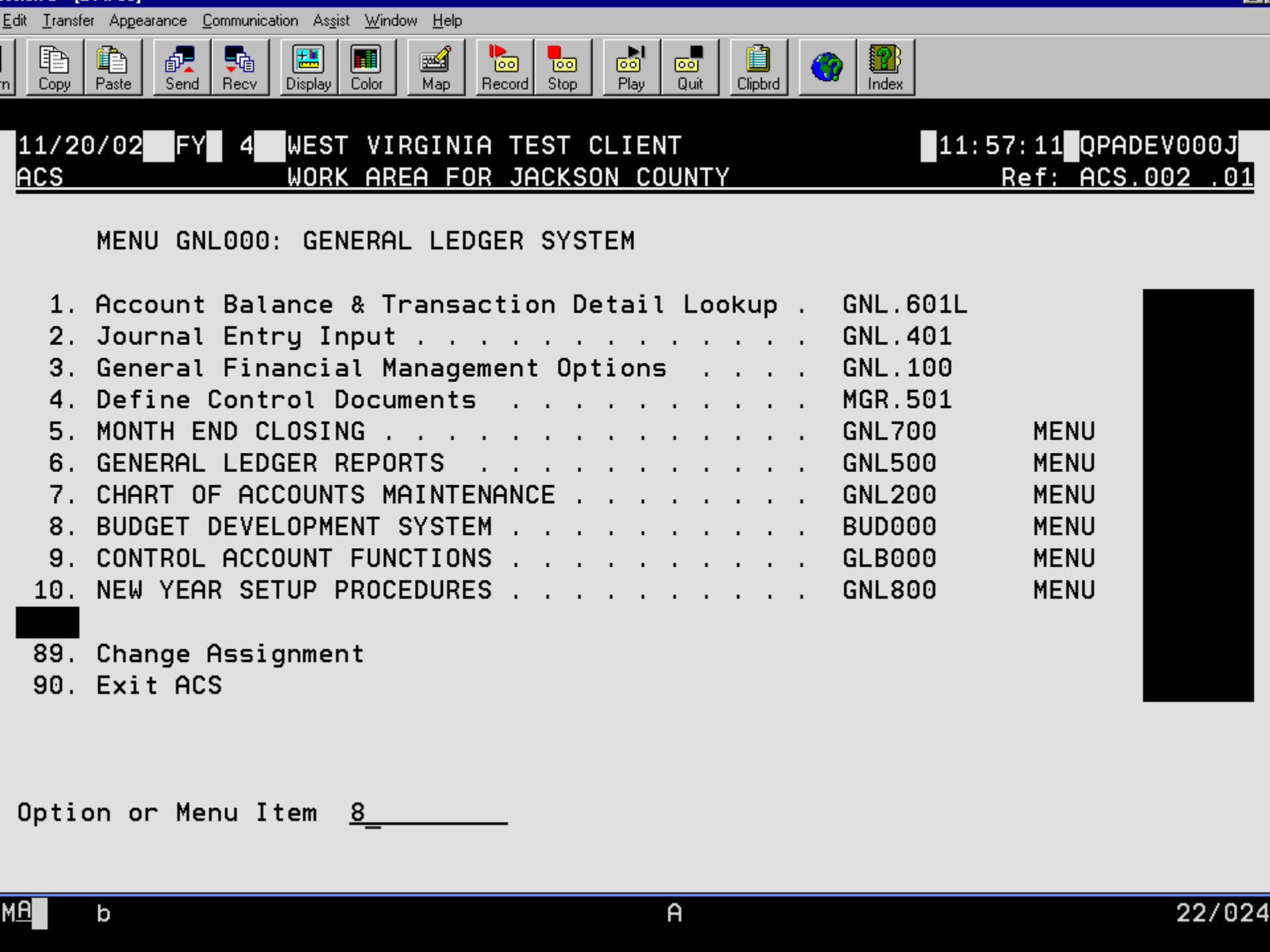
- | | | |
|---|----------|--------------|
| 1. Monthly Financial Report | WVR.001 | |
| 2. G/L Account Element Combination Error Report | WVF.0100 | |
| 3. Mass-Add Accounts in General Ledger | GNL.994A | |
| 4. Change Status of Accounts in General Ledger . | GNL.994C | |
| 5. Mass-Delete Accounts in the General Ledger . | GNL.994D | |
| 6. Mass Delete Control Accounts | GLB.994D | |
| 7. Maintain Grant Information | WVF.310 | |
| 8. Grant Information Report | WVF.510 | |
| 9. Print Query Listing of Grant File | QRY.310 | |
| 10. Special Projects Worksheet | WVF.550 | |
| 11. Maintain Special Projects Override Values . . | WVF.555 | |
| 12. Create G/L Accounts/Transfer Budget | WVF.995 | |
| 13. Create Multi-Year G/L Cross Reference File . | WVF.904 | |
| 14. Download a Report to PC ASCII File | AOS.565 | |
| 15. BUS TRANSPORTATION ENTRY MENU | WVT001 | MENU More... |

Option or Menu Item 13

Preparing to run: WVF.904.

FMS BUDGETING CHECKLIST

- 1. BUDGET DEVELOPMENT OPTIONS – BUD.100**
- 2. COPY PREVIOUS YEAR ENDING BUDGET AMOUNTS
– BUD.420 (OPTIONAL)**
- 3. SETUP HMS (HMS FY End)**
- 4. COPY EMS BUDGET AND FORECASTING AMOUNTS
– BUD.410 (OPTIONAL)**
- 5. BUDGET DEVELOPMENT MAINTENANCE – BUD.601**
- 6. MODIFY PROPOSED BUDGET AMOUNTS – BUD.450
(OPTIONAL)**
- 7. COPY PROPOSED AMOUNTS TO APPROVED –
BUD.430**
- 8. COPY APPROVED AMOUNTS TO ADOPTED –
BUD.440**
- 9. MONTHLY FINANCIAL REPORT – WVR.001**



MENU GN000: GENERAL LEDGER SYSTEM

1. Account Balance & Transaction Detail Lookup .

GNL.601L
2. Journal Entry Input

GNL.401
3. General Financial Management Options

GNL.100
4. Define Control Documents

MGR.501
5. MONTH END CLOSING

GNL700

MENU
6. GENERAL LEDGER REPORTS

GNL500

MENU
7. CHART OF ACCOUNTS MAINTENANCE

GNL200

MENU
8. BUDGET DEVELOPMENT SYSTEM

BUD000

MENU
9. CONTROL ACCOUNT FUNCTIONS

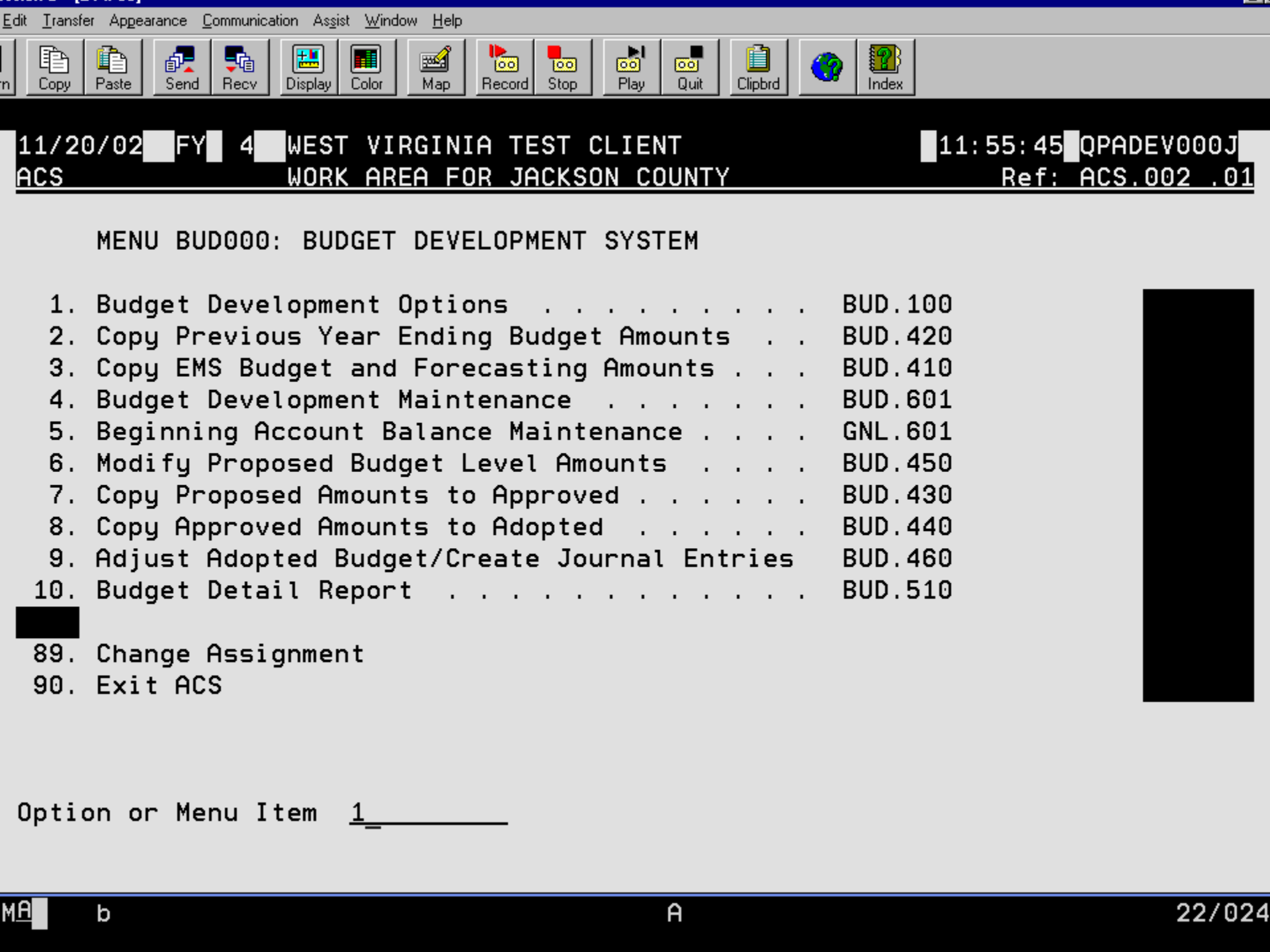
GLB000

MENU
10. NEW YEAR SETUP PROCEDURES

GNL800

MENU
89. Change Assignment
90. Exit ACS

Option or Menu Item 8



MENU BUD000: BUDGET DEVELOPMENT SYSTEM

- 1. Budget Development Options BUD.100
- 2. Copy Previous Year Ending Budget Amounts BUD.420
- 3. Copy EMS Budget and Forecasting Amounts BUD.410
- 4. Budget Development Maintenance BUD.601
- 5. Beginning Account Balance Maintenance GNL.601
- 6. Modify Proposed Budget Level Amounts BUD.450
- 7. Copy Proposed Amounts to Approved BUD.430
- 8. Copy Approved Amounts to Adopted BUD.440
- 9. Adjust Adopted Budget/Create Journal Entries BUD.460
- 10. Budget Detail Report BUD.510
- 89. Change Assignment
- 90. Exit ACS

Option or Menu Item 1

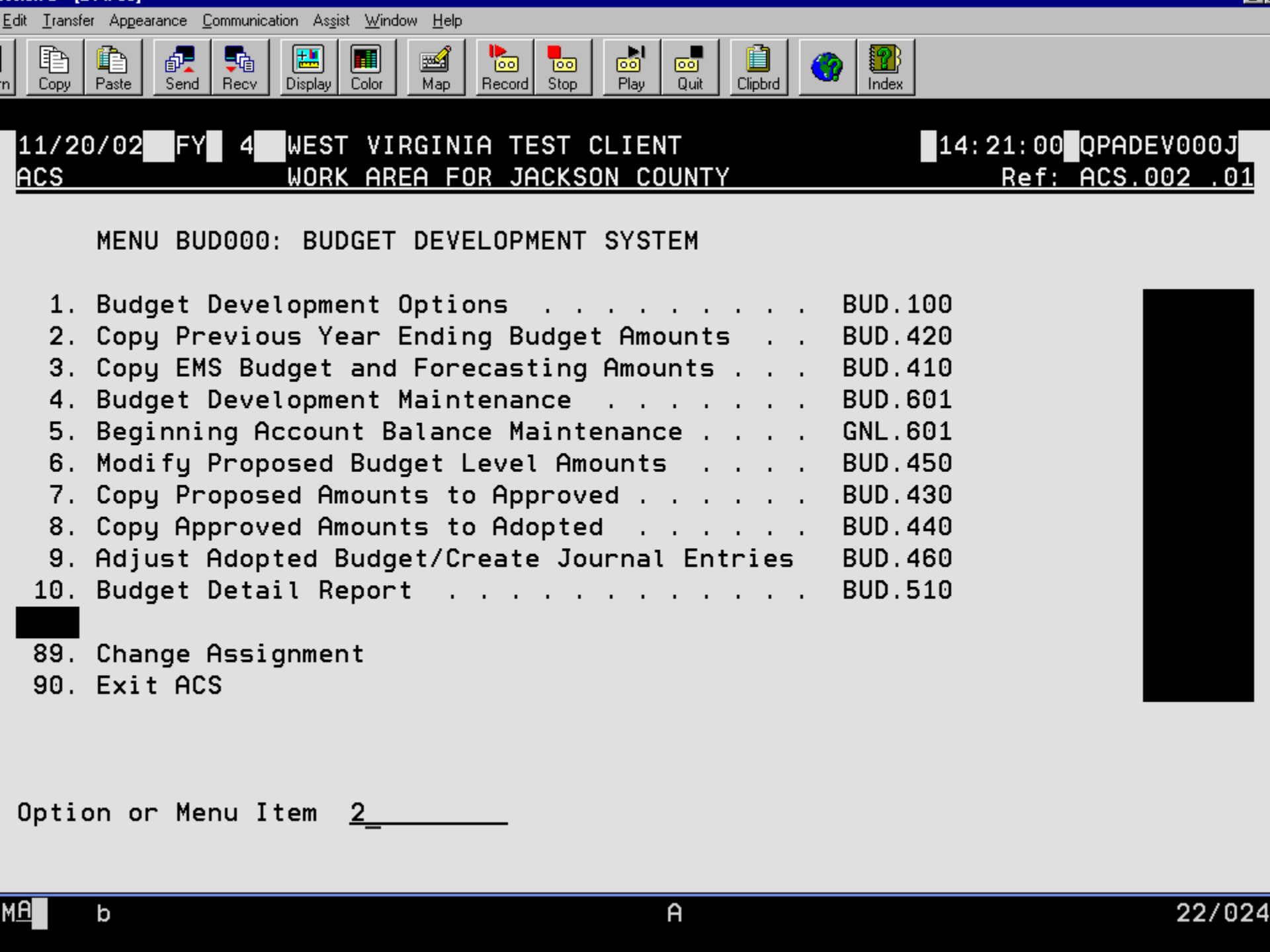
11/28/12FY 13MASON COUNTY SCHOOLS15:58:30 QPADEV003L

FMSBudget Development OptionsRef: BUD.100 .11

FISCAL YEAR ENDED6/30/

- A. Allow proposed budget level 1 Y
- B. Allow proposed budget level 2 Y
- C. Allow changes to proposed budget amounts Y
- D. Allow changes to approved budget amounts Y
- E. Budget Posting Option (D/S) S
- Detail Multiple lines per account string
- Summary Single line per account string
- (If detail posting is selected, you CANNOT change
- to summary posting in mid-fiscal year.)

Mode: ChangeF3=ExitF5=ResetF12=CancelCancel? N

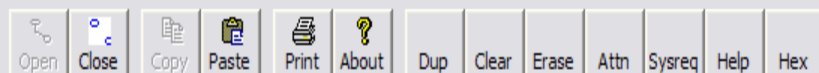


MENU BUD000: BUDGET DEVELOPMENT SYSTEM

1. Budget Development Options BUD.100
2. Copy Previous Year Ending Budget Amounts . . BUD.420
3. Copy EMS Budget and Forecasting Amounts . . BUD.410
4. Budget Development Maintenance BUD.601
5. Beginning Account Balance Maintenance . . . GNL.601
6. Modify Proposed Budget Level Amounts . . . BUD.450
7. Copy Proposed Amounts to Approved BUD.430
8. Copy Approved Amounts to Adopted BUD.440
9. Adjust Adopted Budget/Create Journal Entries BUD.460
10. Budget Detail Report BUD.510

89. Change Assignment
90. Exit ACS

Option or Menu Item 2



11/27/06 FY 07

KANAWHA COUNTY SCHOOLS

17:07:28 QPADEV001F

FMS

Copy Previous Year Ending Budget Amounts

Ref: BUD.420P.01

Element Name	From	To
FUND		
PROJECT	00000	00999
PROGRAM/FUNCTION		
OBJECT		
LOCATION		
COST CENTER		
SUBJECT		
EXPANSION		

Copy to proposed level 1? (Y/N): YCopy to proposed level 2? (Y/N): NPercent to change budget amount: 100 (previous budget X percentage)

Round off budget amounts:

-

T = Tens

H = Hundreds

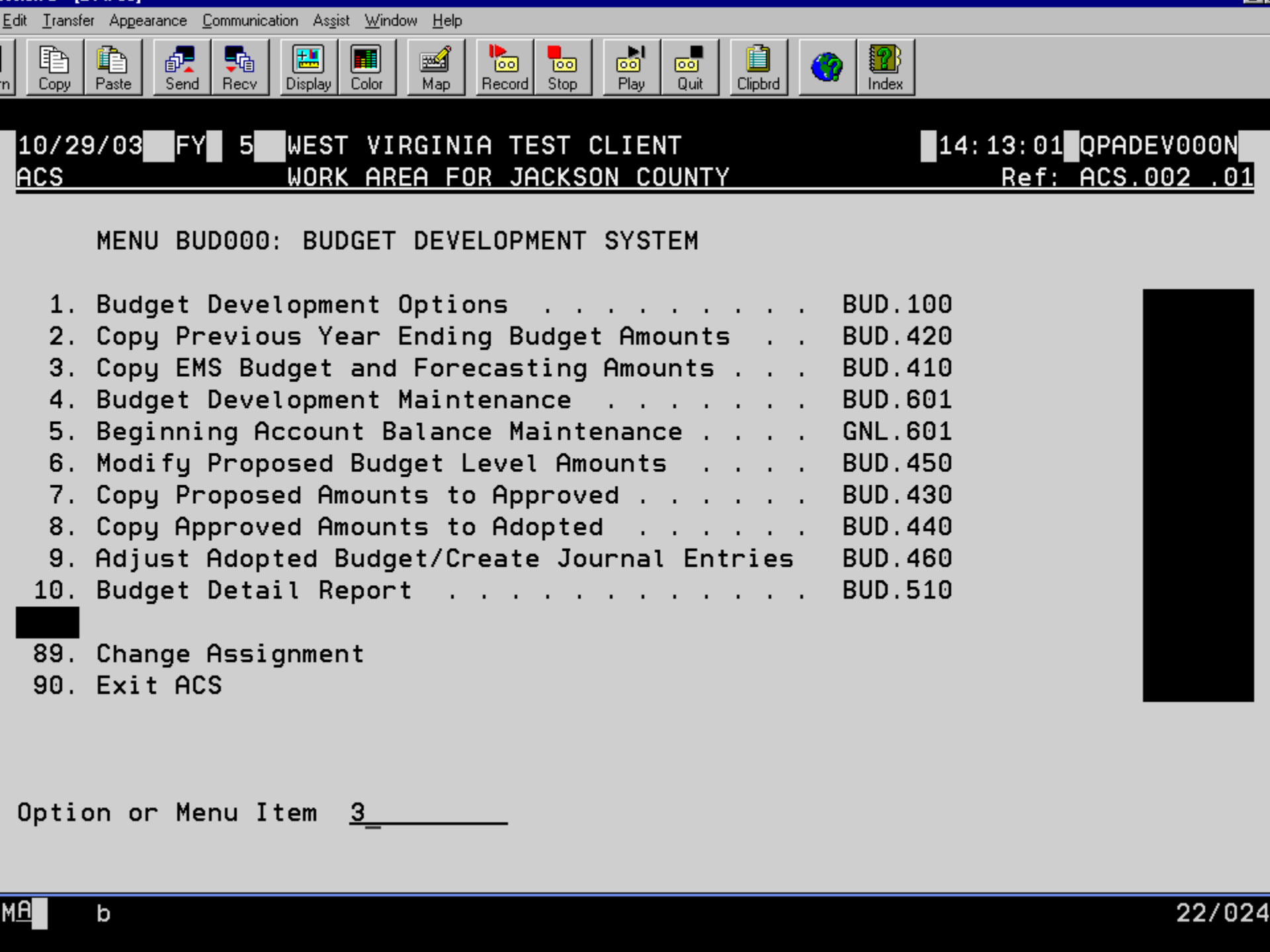
S = Thousands

F3=Exit

F5=Reset

F12=Cancel

Cancel? N

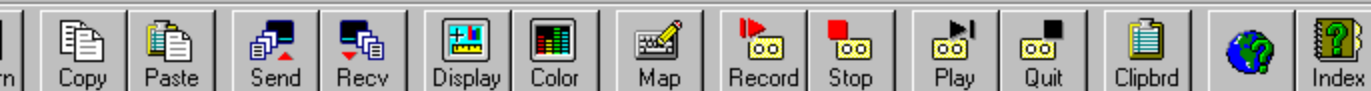
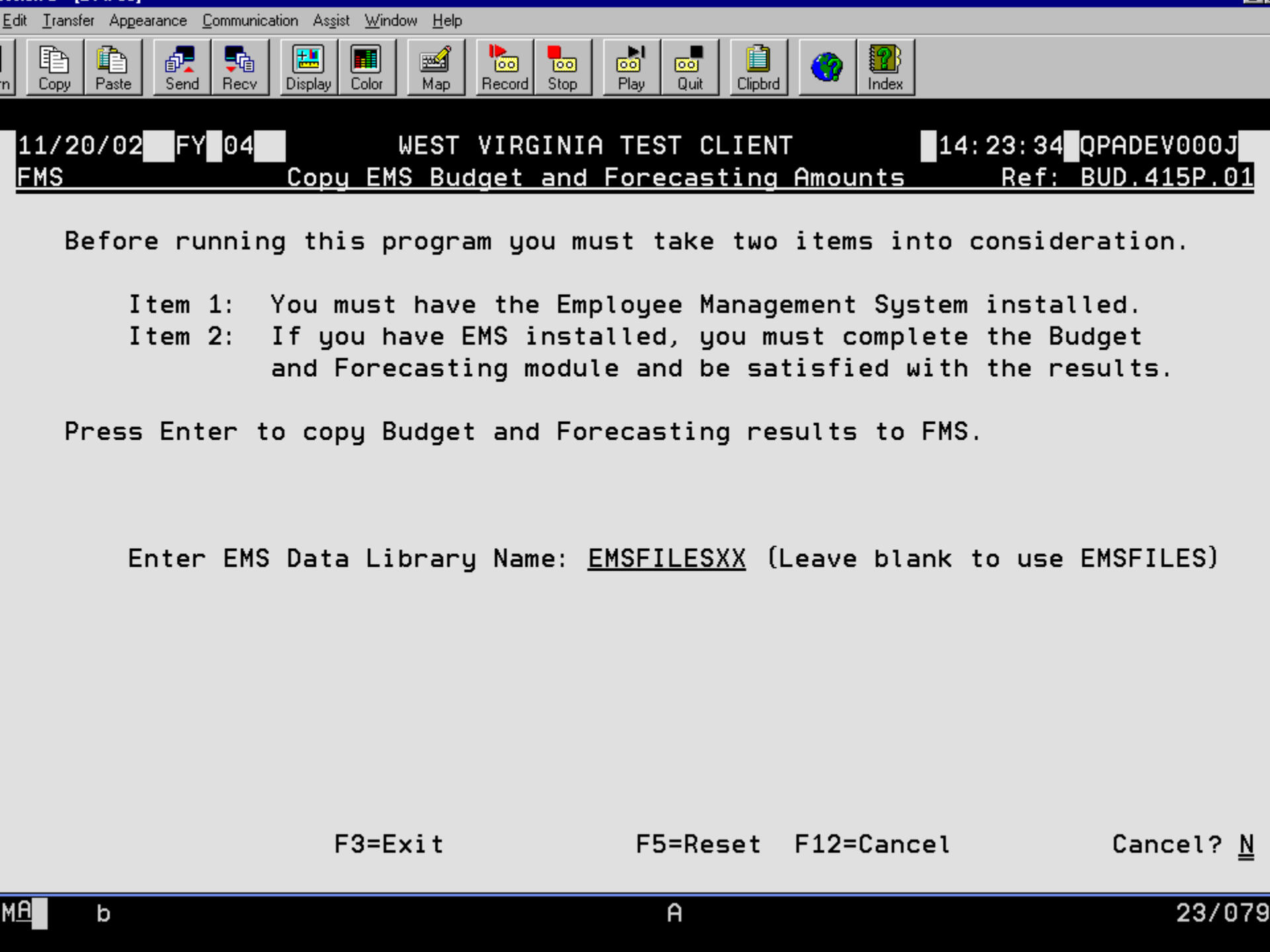


MENU BUD000: BUDGET DEVELOPMENT SYSTEM

- 1. Budget Development Options BUD.100
- 2. Copy Previous Year Ending Budget Amounts . . . BUD.420
- 3. Copy EMS Budget and Forecasting Amounts . . . BUD.410
- 4. Budget Development Maintenance BUD.601
- 5. Beginning Account Balance Maintenance GNL.601
- 6. Modify Proposed Budget Level Amounts BUD.450
- 7. Copy Proposed Amounts to Approved BUD.430
- 8. Copy Approved Amounts to Adopted BUD.440
- 9. Adjust Adopted Budget/Create Journal Entries . BUD.460
- 10. Budget Detail Report BUD.510

- 89. Change Assignment
- 90. Exit ACS

Option or Menu Item 3



11/20/02 FY 04 WEST VIRGINIA TEST CLIENT 14:23:34 QPADEV000J
FMS Copy EMS Budget and Forecasting Amounts Ref: BUD.415P.01

Before running this program you must take two items into consideration.

- Item 1: You must have the Employee Management System installed.
- Item 2: If you have EMS installed, you must complete the Budget and Forecasting module and be satisfied with the results.

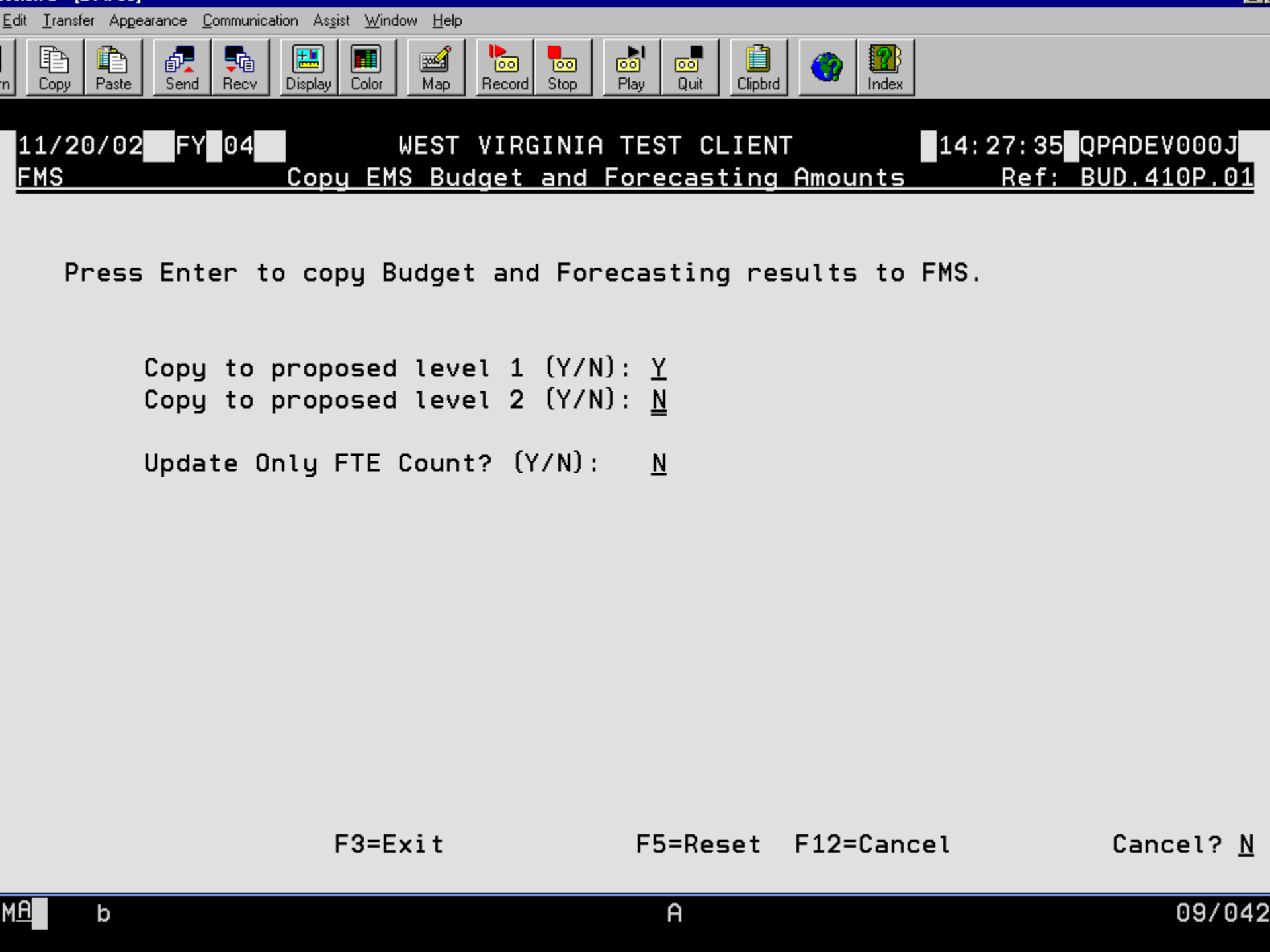
Press Enter to copy Budget and Forecasting results to FMS.

Enter EMS Data Library Name: EMSFILESXX (Leave blank to use EMSFILES)

F3=Exit

F5=Reset F12=Cancel

Cancel? N



11/20/02 FY 04 WEST VIRGINIA TEST CLIENT 14:27:35 QPADEV000J
FMS Copy EMS Budget and Forecasting Amounts Ref: BUD.410P.01

Press Enter to copy Budget and Forecasting results to FMS.

Copy to proposed level 1 (Y/N): Y
Copy to proposed level 2 (Y/N): N
Update Only FTE Count? (Y/N): N

F3=Exit F5=Reset F12=Cancel Cancel? N

EditTransferAppearanceCommunicationAssistWindowHelp

Copy

Paste

Send

Recv

Display

Color

Map

Record

Stop

Play

Quit

Clipbrd

10/29/03

FY

5

WEST VIRGINIA TEST CLIENT

14:13:01

QPADEV000N

ACS

WORK AREA FOR JACKSON COUNTY

Ref: ACS.002 .01

MENU BUD000: BUDGET DEVELOPMENT SYSTEM

1. Budget Development Options

BUD.100

2. Copy Previous Year Ending Budget Amounts . .

BUD.420

3. Copy EMS Budget and Forecasting Amounts . . .

BUD.410

4. Budget Development Maintenance

BUD.601

5. Beginning Account Balance Maintenance

GNL.601

6. Modify Proposed Budget Level Amounts

BUD.450

7. Copy Proposed Amounts to Approved

BUD.430

8. Copy Approved Amounts to Adopted

BUD.440

9. Adjust Adopted Budget/Create Journal Entries

BUD.460

10. Budget Detail Report

BUD.510

89. Change Assignment

90. Exit ACS

Option or Menu Item

4

MA

b

22/024

EditTransferAppearanceCommunicationAssistWindowHelp

Copy

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Color

Map

Record

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11/20/02

FY

04

WEST VIRGINIA TEST CLIENT

15:00:36

QPADEV000J

FMS

Budget Development Maintenance

Ref: BUD.601 .01

C

Add

Change

Delete

Lookup

Index

End

Account Number:

11..11111.111.501

Index:

1

1 = Chart of Accounts.

Auto Next Record?

N

MA

b

07/048

EditTransferAppearanceCommunicationAssistWindowHelp

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11/20/02FY04WEST VIRGINIA TEST CLIENT14:45:56QPADEV000J

FMSBudget Development MaintenanceRef: BUD.601.11

Account

11.00000.11111.111.501.0000.0000.00

SALARY-P/I-REGULAR

FTE Amount

23

Proposed Budget Level 1

700,000

Proposed Budget Level 2

Mode: Change

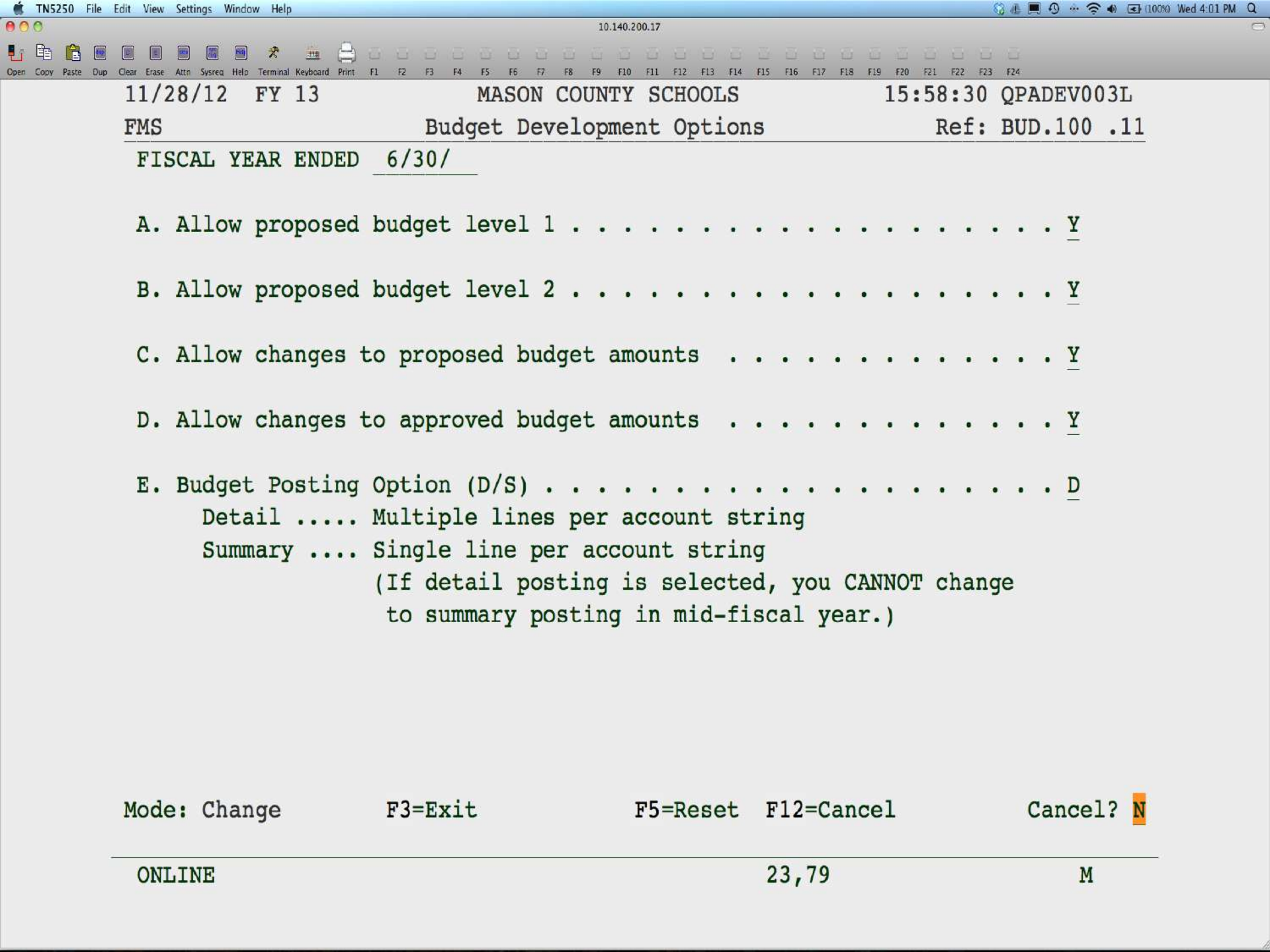
F3=Exit

F5=Reset

F12=Cancel

Cancel? N

MAb10/049



11/28/12 FY 13

MASON COUNTY SCHOOLS

15:58:30 QPADEV003L

FMS

Budget Development Options

Ref: BUD.100 .11

FISCAL YEAR ENDED 6/30/

A. Allow proposed budget level 1 Y

B. Allow proposed budget level 2 Y

C. Allow changes to proposed budget amounts Y

D. Allow changes to approved budget amounts Y

E. Budget Posting Option (D/S) D

Detail Multiple lines per account string

Summary Single line per account string

(If detail posting is selected, you CANNOT change
to summary posting in mid-fiscal year.)

Mode: Change

F3=Exit

F5=Reset

F12=Cancel

Cancel? N

ONLINE

23,79

M

EditTransferAppearanceCommunicationAssistWindowHelp

Copy

Paste

Send

Recv

Display

Color

Map

Record

Stop

Play

Quit

Clipbrd

10/29/03

FY

05

WEST VIRGINIA TEST CLIENT

14:34:45

QPADEV000N

FMS

Budget Development Maintenance

Ref: BUD.601 .11

Account

11.00000.11111.111.501.0000.0000.00

SALARY-P/I-REGULAR

Show

Detail?

(Y/N)

FTE Amount

.....

23

.....

Proposed Budget Level 1

.....

.....

Y

Proposed Budget Level 2

.....

.....

N

Mode:

Change

F3=Exit

F5=Reset

F12=Cancel

Cancel?

N

MA

b

23/079

EditTransferAppearanceCommunicationAssistWindowHelp

Copy

Paste

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Color

Map

Record

Stop

Play

Quit

Clipbrd

?

Index

10/29/03FY05WEST VIRGINIA TEST CLIENT14:36:26QPADEV000N

FMSBudget Development MaintenanceRef: BUD.601L.11

Acct: 11.00000.11111.111.501.0000.0000.00

SALARY-P/I-REGULAR

Level 1

Total: .00

CMD	Reference	Description	Amount
BEGIN			

Line#1.000

Reference

Description

Amount700000

F3=Exit

F5=Reset

F12=Cancel

Cancel? N

MA

b

21/051

EditTransferAppearanceCommunicationAssistWindowHelp

Copy

Paste

Send

Recv

Display

Color

Map

Record

Stop

Play

Quit

Clipbrd

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10/29/03

FY

05

WEST VIRGINIA TEST CLIENT

14:36:53

QPADEV000N

FMS

Budget Development Maintenance

Ref: BUD.601L.11

Acct:

11.00000.11111.111.501.0000.0000.00

SALARY-P/I-REGULAR

Level 1

Total:

700,000.00

CMD	Reference	Description	Amount
BEGIN			
0001.000			700,000.00

Line#

Reference

Description

Amount

2.000

F3=Exit

F5=Reset

F12=Cancel

Cancel? N

MA

b

19/045

EditTransferAppearanceCommunicationAssistWindowHelp

Copy

Paste

Send

Recv

Display

Color

Map

Record

Stop

Play

Quit

Clipbrd

Index

10/29/03FY05WEST VIRGINIA TEST CLIENT14:37:12QPADEV000N

FMSBudget Development MaintenanceRef: BUD.601.11

Account

11.00000.11111.111.501.0000.0000.00

SALARY-P/I-REGULAR

Show

Detail?

(Y/N)

FTE Amount

23.0000

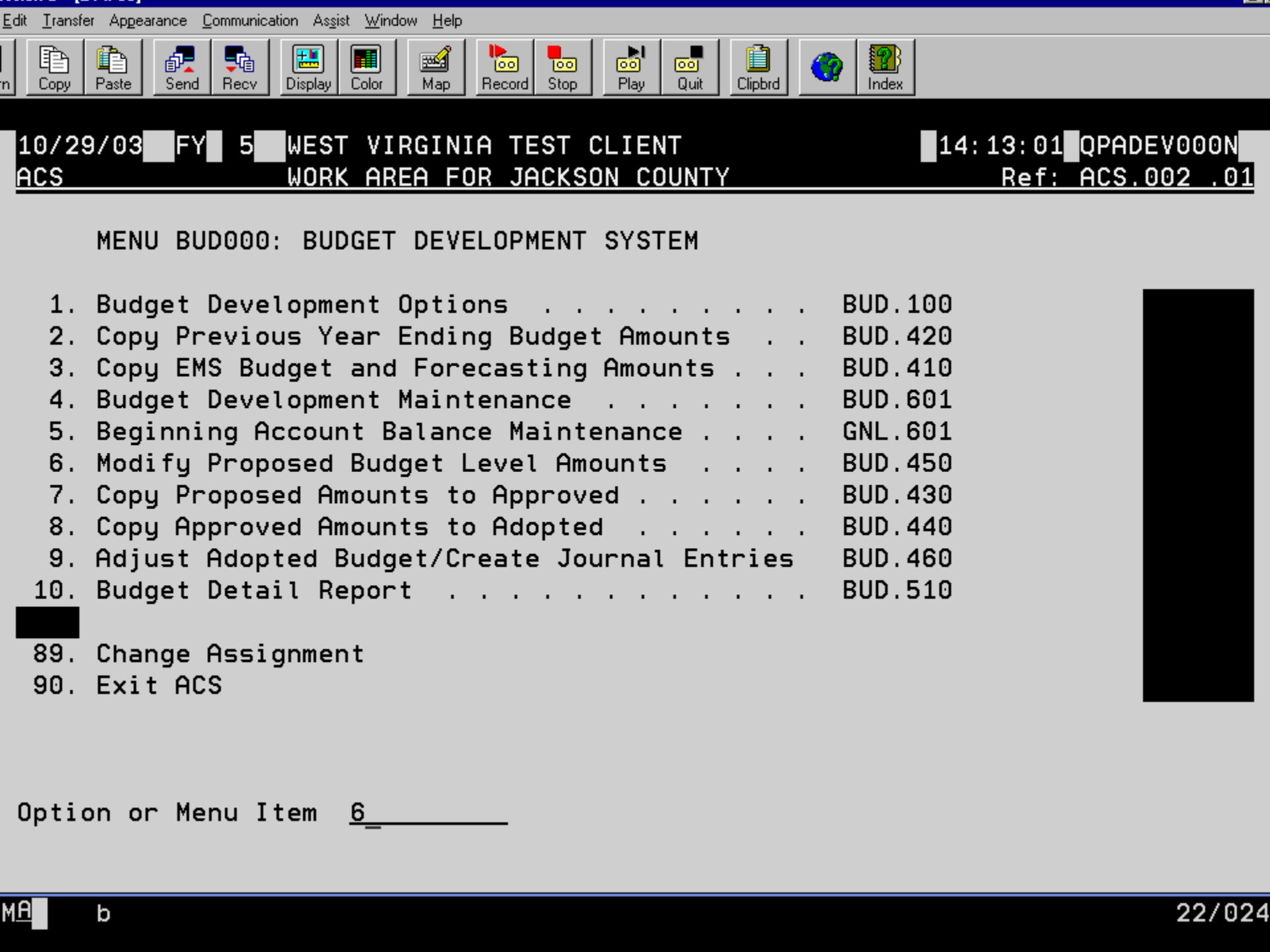
Proposed Budget Level 1

700,000.00

Proposed Budget Level 2

Mode:LookupF3=ExitF5=ResetF12=CancelCancel?N

MAb10/061



MENU BUD000: BUDGET DEVELOPMENT SYSTEM

- 1. Budget Development Options BUD.100
- 2. Copy Previous Year Ending Budget Amounts BUD.420
- 3. Copy EMS Budget and Forecasting Amounts BUD.410
- 4. Budget Development Maintenance BUD.601
- 5. Beginning Account Balance Maintenance GNL.601
- 6. Modify Proposed Budget Level Amounts BUD.450
- 7. Copy Proposed Amounts to Approved BUD.430
- 8. Copy Approved Amounts to Adopted BUD.440
- 9. Adjust Adopted Budget/Create Journal Entries BUD.460
- 10. Budget Detail Report BUD.510
- 89. Change Assignment
- 90. Exit ACS

Option or Menu Item 6

EditTransferAppearanceCommunicationAssistWindowHelp

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Quit

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10/29/03FY05WEST VIRGINIA TEST CLIENT14:37:47QPADEV000N

FMSModify Proposed Budget Level AmountsRef: BUD.450P.01

Element Name	From	To
FUND		
PROJECT		
PROGRAM/FUNCTION		
OBJECT		
LOCATION		
COST CENTER		
SUBJECT		
EXPANSION		

Modify proposed level 1? (Y/N):Y

Modify proposed level 2? (Y/N):N

Percent to change budget amount:95(previous budget X percentage)

Round off budget amounts:

T = Tens

H = Hundreds

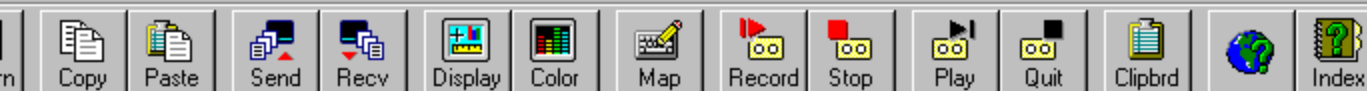
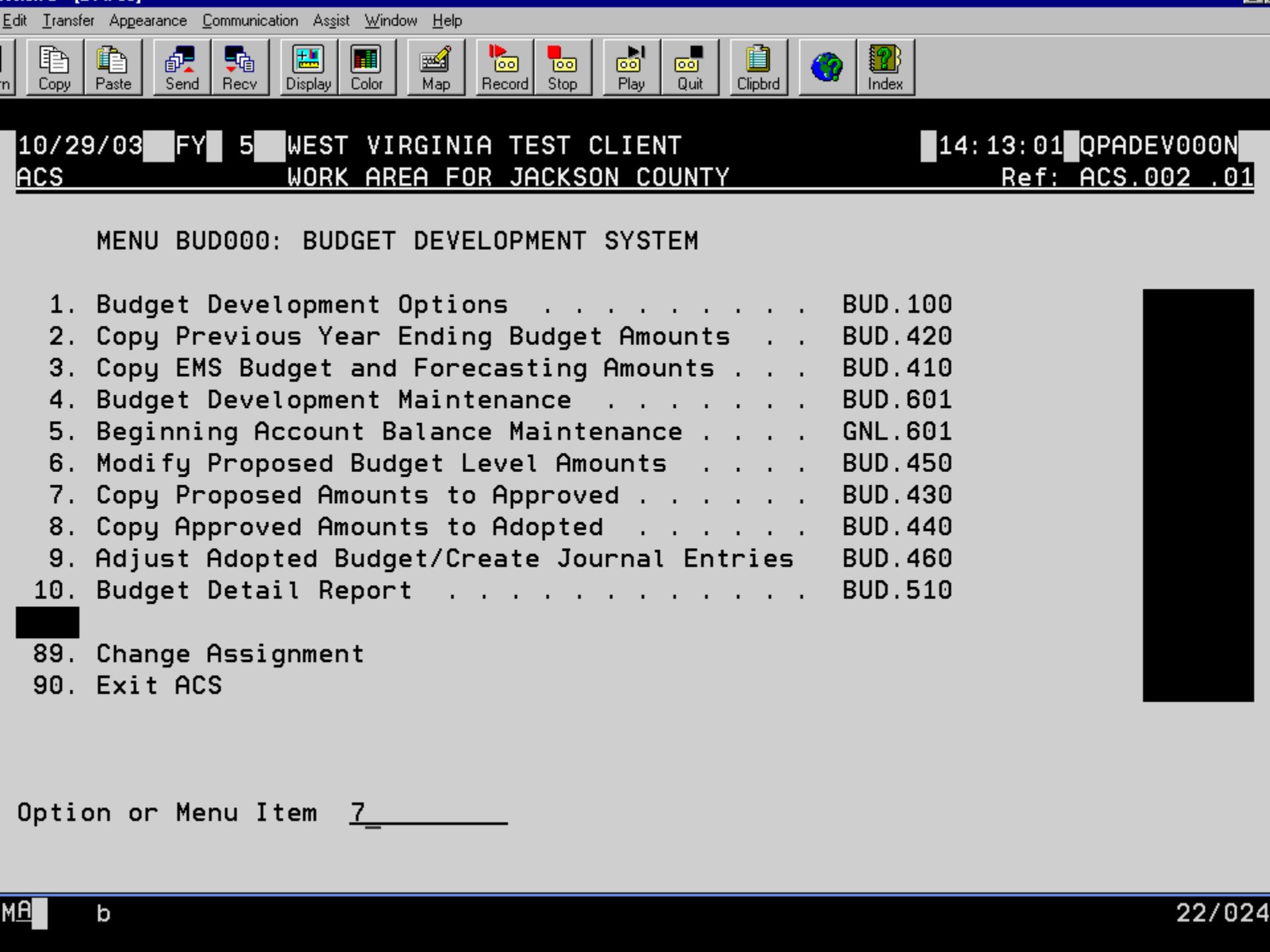
S = Thousands

F3=ExitF5=ResetF12=CancelCancel? N

MA

b

18/040



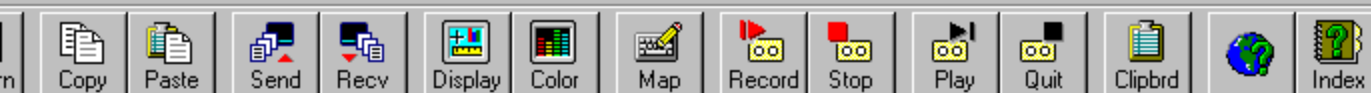
10/29/03 FY 5 WEST VIRGINIA TEST CLIENT 14:13:01 QPADEV000N
ACS WORK AREA FOR JACKSON COUNTY Ref: ACS.002 .01

MENU BUD000: BUDGET DEVELOPMENT SYSTEM

1. Budget Development Options BUD.100
2. Copy Previous Year Ending Budget Amounts . . BUD.420
3. Copy EMS Budget and Forecasting Amounts . . BUD.410
4. Budget Development Maintenance BUD.601
5. Beginning Account Balance Maintenance . . . GNL.601
6. Modify Proposed Budget Level Amounts . . . BUD.450
7. Copy Proposed Amounts to Approved BUD.430
8. Copy Approved Amounts to Adopted BUD.440
9. Adjust Adopted Budget/Create Journal Entries BUD.460
10. Budget Detail Report BUD.510

89. Change Assignment
90. Exit ACS

Option or Menu Item 7



10/29/03 FY 05

WEST VIRGINIA TEST CLIENT

14:18:29 QPADEV000N

FMS

Copy Proposed Amounts to Approved

Ref: BUD.430P.01

Element Name	From	To
FUND	_____	_____
PROJECT	_____	_____
PROGRAM/FUNCTION	_____	_____
OBJECT	_____	_____
LOCATION	_____	_____
COST CENTER	_____	_____
SUBJECT	_____	_____
EXPANSION	_____	_____
	_____	_____

Copy from proposed level 1? (Y/N): Y

Copy from proposed level 2? (Y/N): N

Copy sum of both levels? (Y/N): N

Percent to change budget amount: 100 (previous budget X percentage)

Round off budget amounts:

T = Tens

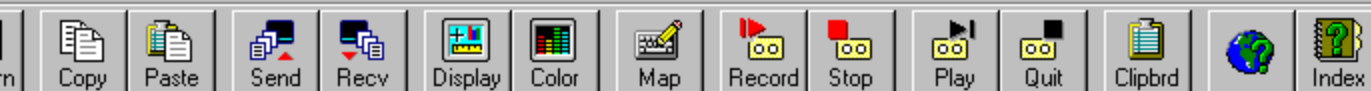
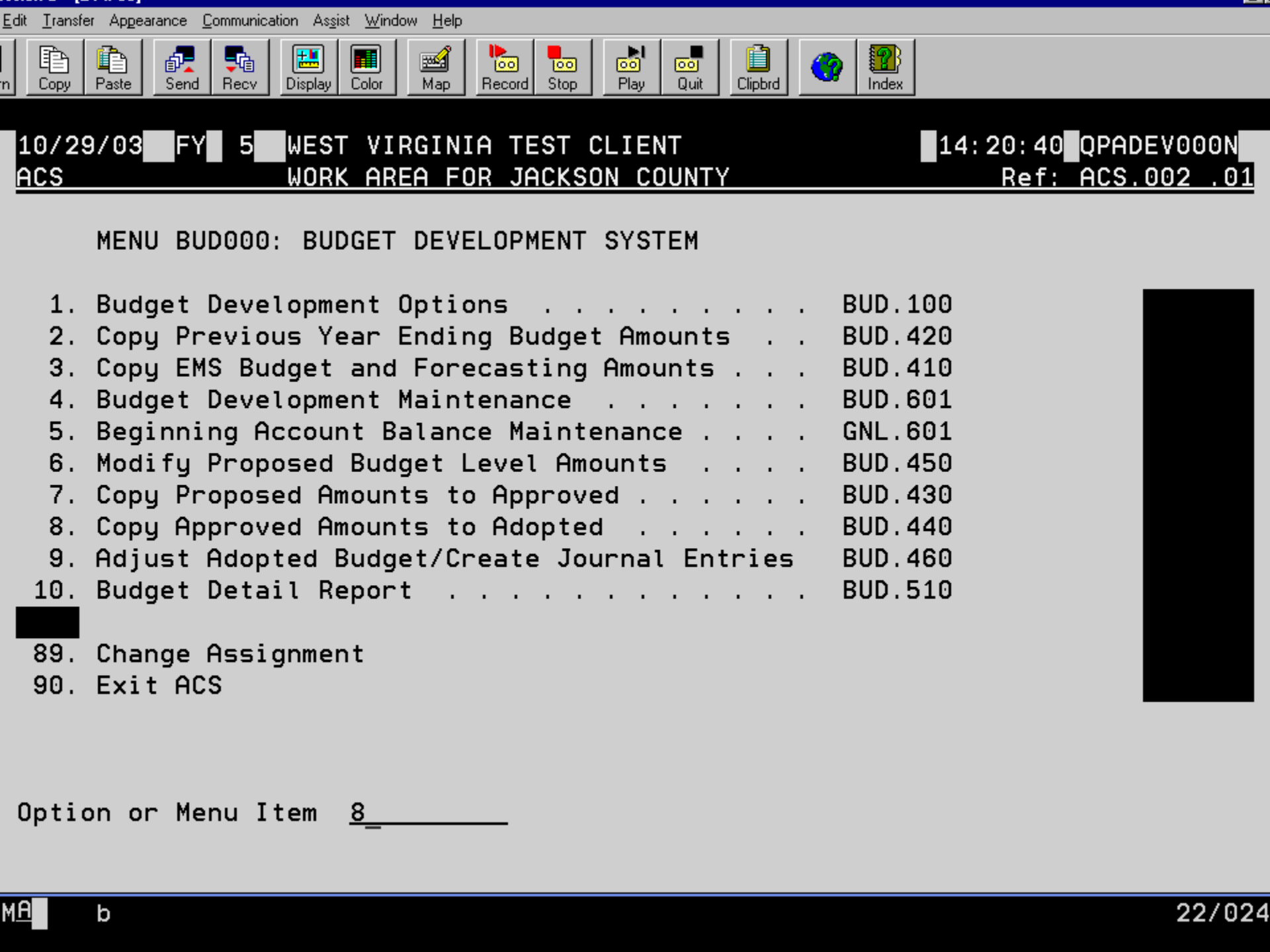
H = Hundreds

S = Thousands

F3=Exit

F5=Reset F12=Cancel

Cancel? N



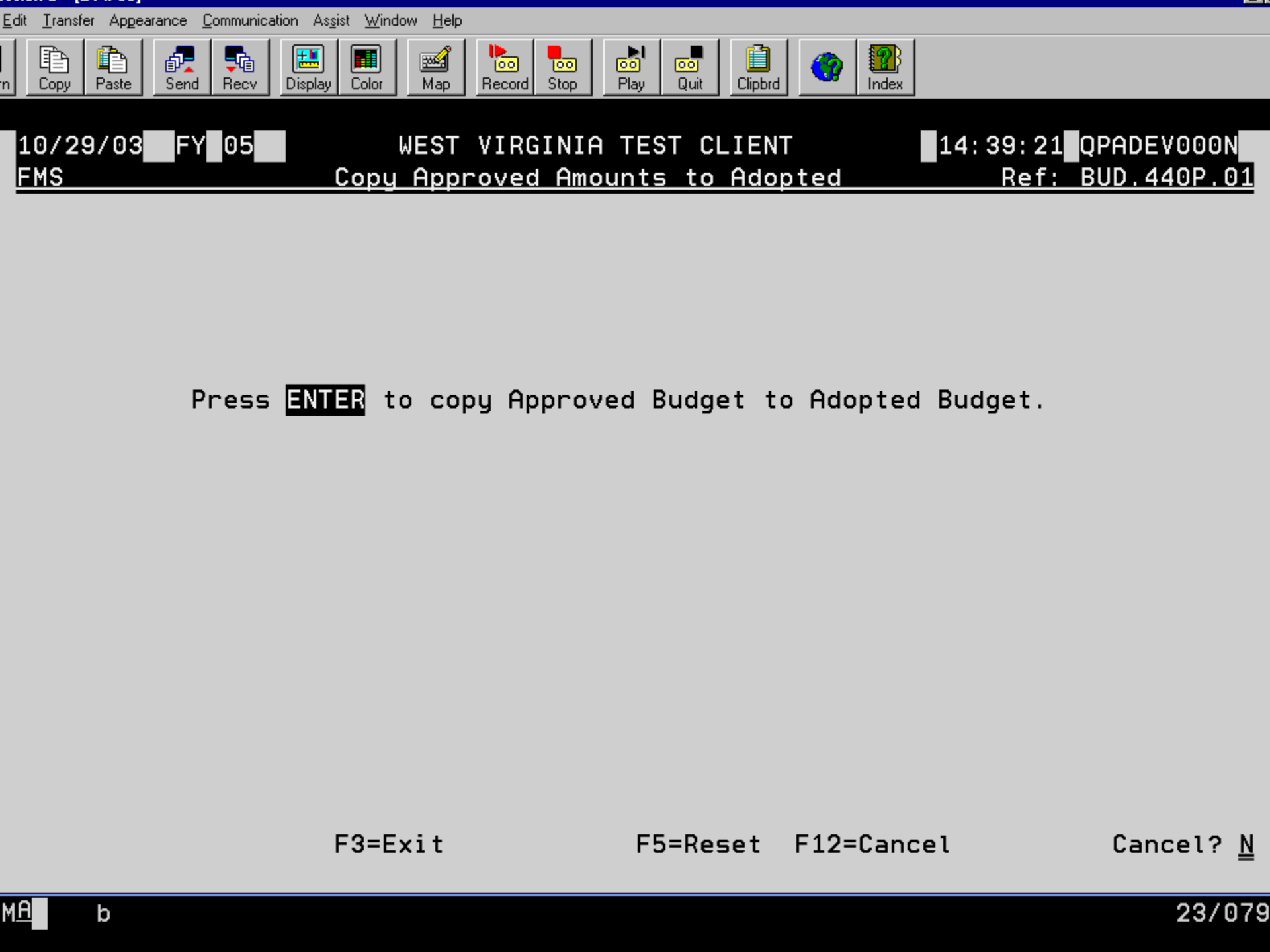
10/29/03 FY 5 WEST VIRGINIA TEST CLIENT 14:20:40 QPADEV000N
ACS WORK AREA FOR JACKSON COUNTY Ref: ACS.002 .01

MENU BUD000: BUDGET DEVELOPMENT SYSTEM

1. Budget Development Options BUD.100
2. Copy Previous Year Ending Budget Amounts . . BUD.420
3. Copy EMS Budget and Forecasting Amounts . . BUD.410
4. Budget Development Maintenance BUD.601
5. Beginning Account Balance Maintenance . . . GNL.601
6. Modify Proposed Budget Level Amounts . . . BUD.450
7. Copy Proposed Amounts to Approved BUD.430
8. Copy Approved Amounts to Adopted BUD.440
9. Adjust Adopted Budget/Create Journal Entries BUD.460
10. Budget Detail Report BUD.510

89. Change Assignment
90. Exit ACS

Option or Menu Item 8



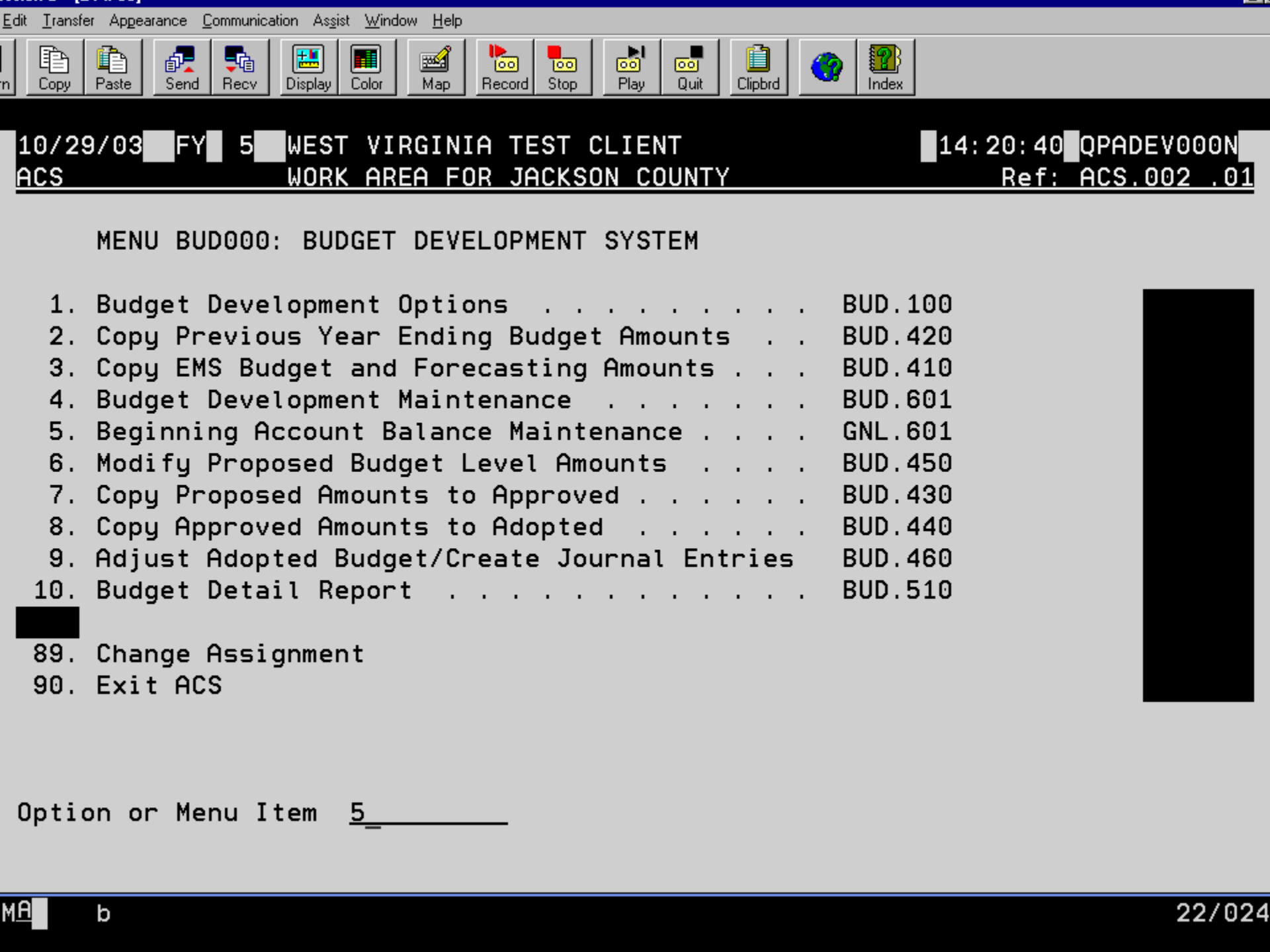
10/29/03 FY 05 WEST VIRGINIA TEST CLIENT 14:39:21 QPADEV000N
FMS Copy Approved Amounts to Adopted Ref: BUD.440P.01

Press **ENTER** to copy Approved Budget to Adopted Budget.

F3=Exit

F5=Reset F12=Cancel

Cancel? N



EditTransferAppearanceCommunicationAssistWindowHelp

Copy

Paste

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?

Index

10/29/03FY05WEST VIRGINIA TEST CLIENT14:42:07QPADEV000N

FMSBeginning Account Balance MaintenanceRef: GNL.601.11

Account Number: 11.00000.11111.111.501.0000.0000.00

SALARY-P/I-REGULARType: 8Int #: 203068S/L:

Status: A(A,D,I,R)TransactionEncumbranceBudget

Beginning Balance:700,000.00

Unclosed Activity:

Activity: Month 1:

2:

3:

4:

5:

6:

7:

8:

9:

10:

11:

12:

Year-End Entries:

Closing Entries:

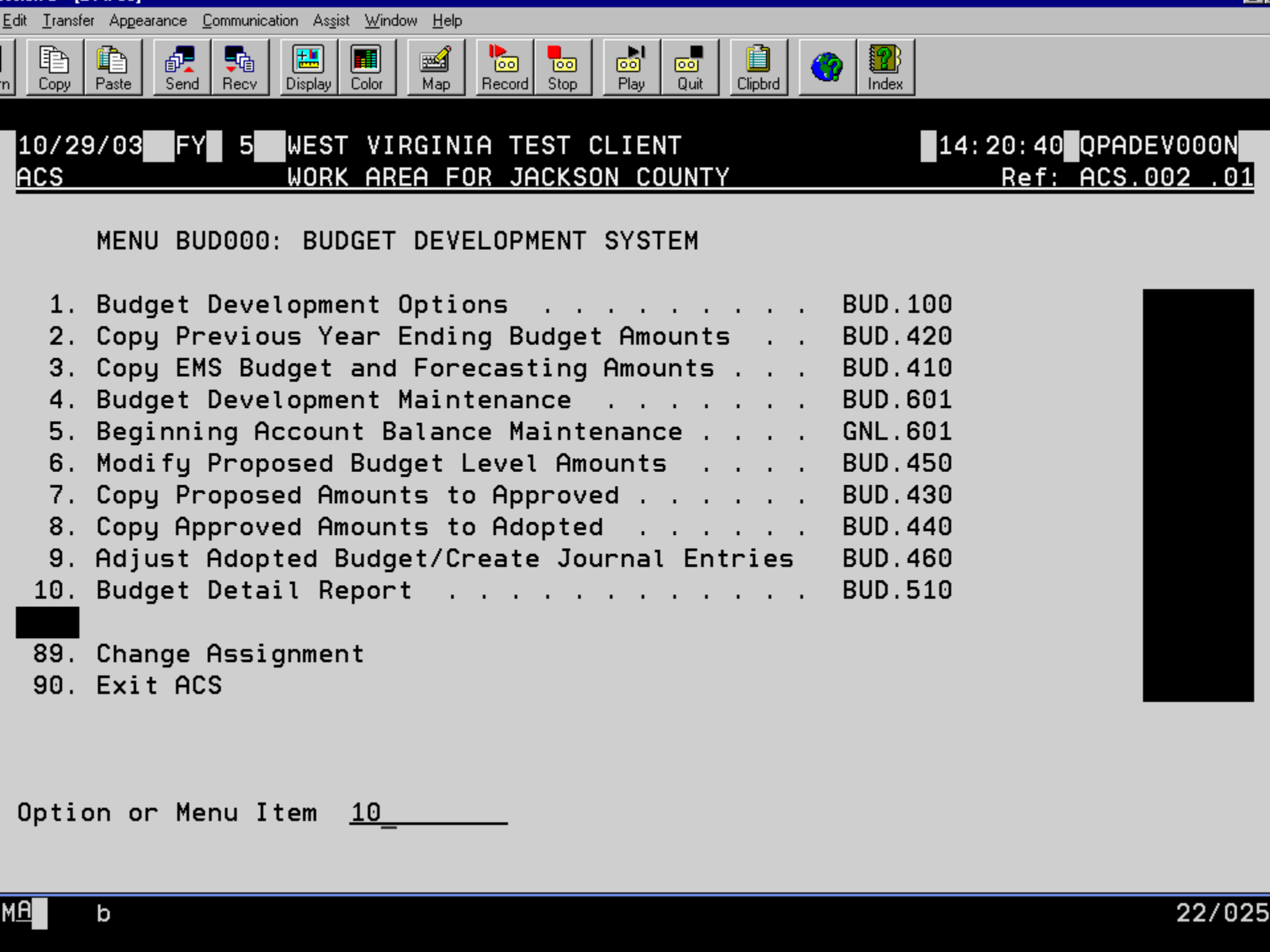
Current Balance:.00.00700,000.00

Mode: LookupCancel? N

MA

b

23/079



MENU BUD000: BUDGET DEVELOPMENT SYSTEM

- 1. Budget Development Options BUD.100
- 2. Copy Previous Year Ending Budget Amounts . . . BUD.420
- 3. Copy EMS Budget and Forecasting Amounts . . . BUD.410
- 4. Budget Development Maintenance BUD.601
- 5. Beginning Account Balance Maintenance GNL.601
- 6. Modify Proposed Budget Level Amounts BUD.450
- 7. Copy Proposed Amounts to Approved BUD.430
- 8. Copy Approved Amounts to Adopted BUD.440
- 9. Adjust Adopted Budget/Create Journal Entries . BUD.460
- 10. Budget Detail Report BUD.510

- 89. Change Assignment
- 90. Exit ACS

Option or Menu Item 10

EditTransferAppearanceCommunicationAssistWindowHelp

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10/29/03FY05WEST VIRGINIA TEST CLIENT14:42:40QPADEV000N

FMSBudget Detail ReportRef: BUD.510P.01

Elements

FUND

PROJECT

PROGRAM/FUNCTION

OBJECT

LOCATION

COST CENTER

SUBJECT

EXPANSION

From

To

Select by account type (blank for all):

Print proposed budget level 1 amounts? (Y/N):

Print proposed budget level 2 amounts? (Y/N):

Print approved budget amounts? (Y/N):

to

F3=Exit

F5=Reset

F12=Cancel

Cancel? N

MA

b

17/051

EditTransferAppearanceCommunicationAssistWindowHelp

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Send

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Color

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11/20/02FY04WEST VIRGINIA TEST CLIENT15:23:47QPADEV000J

FMSGeneral Financial Report WriterRef: GNL.570 .11

Report ID:PROPBUDGCK

Report Title:PROPOSED BUDGET CHECK

Items to Print:B

A - Print account number only.

T - Print account title only.

B - Print both the account number and the title.

Report Sequence Logic:

Element Name (defines sequence)	New Page	Print Total	Offset From	To	Select: From or OnlyTo
1. FUND	N	N	0	0	
2. PROJECT	N	N	0	0	
3. PROGRAM/FUNCTION	N	N	0	0	
4. OBJECT	N	N	0	0	007999
5. LOCATION	N	N	0	0	
6. COST CENTER	N	N	0	0	
7. SUBJECT	N	N	0	0	
8. EXPANSION	N	N	0	0	
9.	N	N	0	0	
10.	N	N	0	0	

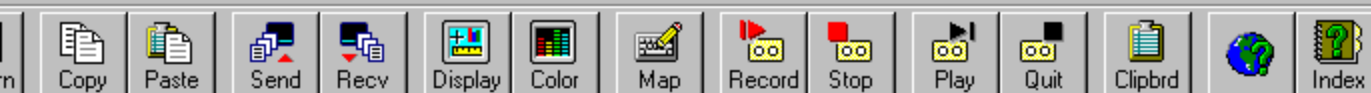
['*TYPE' for financial statement classification.]

Mode: AddF3=ExitF4=IndexF5=ResetF12=CancelCancel? N

MA

b

15/076



10/29/03 FY 05

WEST VIRGINIA TEST CLIENT

14:52:20 QPADEV000N

FMS

General Financial Report Writer

Ref: GNL.570 .12

Balances to Print:

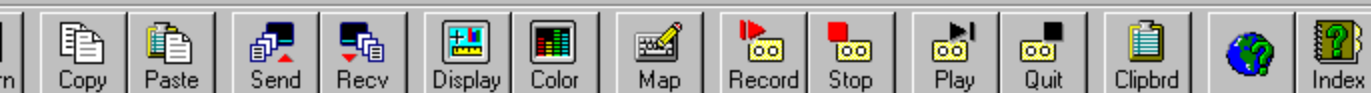
	Column Heading	Sign	Cent	Item	FY
1.	BEG. BUDGET				
		—	Y	06	—
2.	FTE				
		—	Y	45	—
3.					
		—	Y	00	—
4.					
		—	Y	00	—
5.					
		—	Y	00	—
6.					
		—	Y	00	—
7.					
		—	Y	00	—
8.					
		—	Y	00	—

Available Items

1. Beginning transaction balance.
2. Current month transaction activity.
3. Year-to-date transaction activity.
4. Current transaction balance.
5. Prior month transaction balance
6. Beginning budget balance.
7. Current month budget activity.
8. Year-to-date budget activity.
9. Current budget balance.
10. Prior month budget balance.
11. Current month encumbrance activity.
12. Current encumbrance balance.
13. Non-transacted budget balance avail
14. Non-encumbered budget balance avail
15. Cur trans balance as % of budget ba
16. Cur month trans as % of budget bal.
17. Committed balance as % of budget ba

Sign: R-Reverse D-Drop -Leave
 Mode: Add F3=Exit F4=Index

Use HELP key to display items 18-45.
 F5=Reset F12=Cancel Cancel? N



10/29/03 APPLICATION CONTROL SYSTEM

14:52:53 QPADEV000N

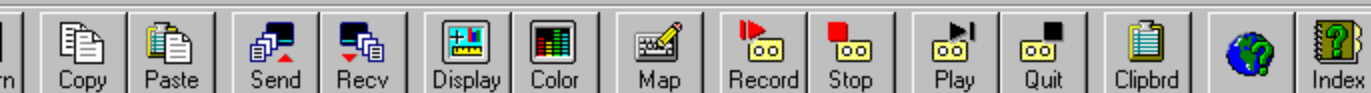
ACS Extract from User Manual

Ref: GNL.570 .12

General Financial Report Writer

The following additional columns of information are available:

18. Provide an underline in the column.
19. Current transaction balance with current month's detail.
20. Current transaction balance with year-to-date detail.
21. Current budget balance with current month's detail.
22. Current budget balance with year-to-date detail.
23. Current encumbrance balance with current month's detail.
24. Current encumbrance balance with year-to-date detail.
25. Proposed budget -- Level 1.
26. Proposed budget -- Level 2.
27. Approved budget.
28. Adopted budget.
29. Level 1 budget vs. prior year adjusted budget amounts.
30. Level 2 budget vs. prior year adjusted budget amounts.
31. Approved budget vs. prior year adjusted budget amounts.
32. Adopted budget vs. prior year adjusted budget amounts.
33. Level 1 budget vs. prior year adjusted budget % difference.



11/20/02 APPLICATION CONTROL SYSTEM

15:24:57 QPADEV000J

ACS Extract from User Manual

Ref: GNL.570 .12

General Financial Report Writer

- 34. Level 2 budget vs. prior year adjusted budget % difference.
- 35. Approved budget vs. prior year adjusted budget % difference.
- 36. Adopted budget vs. prior year adjusted budget % difference.
- 37. Level 1 budget vs. prior year original budget amounts.
- 38. Level 2 budget vs. prior year original budget amounts.
- 39. Approved budget vs. prior year original budget amounts.
- 40. Adopted budget vs. prior year original budget amounts.
- 41. Level 1 budget vs. prior year original budget % difference.
- 42. Level 2 budget vs. prior year original budget % difference.
- 43. Approved budget vs. prior year original budget % difference.
- 44. Adopted budget vs. prior year original budget % difference.
- 45. Proposed FTE.
- 46. Forecasted remaining p/r salaries & fixed costs.
- 47. Non-encumb remaining budget(14) less remaining salaries(46).

NOTE: Options 19 through 24 do not allow for the prior fiscal year.

SCREEN DESCRIPTION





File Edit View Settings Help



Open



Close



Copy



Paste



Print



About

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Hex

11/19/10 FY 11

CABELL COUNTY SCHOOLS

13:54:11 QPADEV0034

FMS

General Financial Report Writer

Ref: GNL.570 .13

Paper Options: (Use 'X' to select only one)

- _ 8 1/2 by 11 inch
- _ 11 by 8 1/2 inch
- X 14 by 11 inch

Compressed? (Y/N) NCopies: 1Detail Option: 1

- 0 - Print all detail lines.
- 1 - Drop detail lines with all zero columns.
- 2 - Drop all detail lines.
(The lowest level total becomes the detail line)
- 3 - Print the closed detail ledger transactions. (Items 19-24 only)
- 4 - Drop detail and summary lines with all zero columns.

Group budget accounts with control accounts? (Y/N): NMode: Change F3=Exit F4=Index F5=Reset F12=Cancel Cancel? N

EditTransferAppearanceCommunicationAssistWindowHelp

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10/29/03

FY

5

WEST VIRGINIA TEST CLIENT

14:53:36

QPADEV000N

ACS

WORK AREA FOR JACKSON COUNTY

Ref: ACS.002 .01

MENU WVRFO0: WEST VIRGINIA FINANCIAL DATA REPORTS

1. Monthly Financial ReportWVR.001

2. G/L Account Element Combination Error Report. WVF.0100

3. Mass-Add Accounts in General LedgerGNL.994A

4. Change Status of Accounts in General Ledger . GNL.994C

5. Mass-Delete Accounts in the General Ledger . GNL.994D

6. Mass-Delete Control AccountsGLB.994D

7. Maintain Grant InformationWVF.310

8. Grant Information ReportWVF.510

9. Special Projects WorksheetWVF.550

10. Maintain Special Projects Override Values . . WVF.555

11. Mass-Add Accounts With New FundsWVF.994A

12. Populate G/L X-Ref File with 6x Funds WVF.903

13. Download a Report to PC ASCII FileAOS.565

14. BUS TRANSPORTATION ENTRY MENUWVT001

MENU

More...

Option or Menu Item

1

MA

b

22/024