

# DATATEL REPORTS (XDET)

## Budget Status Report (XDET)

- Compares budget to actuals of all accounts with unit specified
- Controllable Budget Report (XCON) – same report as XDET but excludes salary/benefits.
- Budget Status Report (GLBS) – similar to XDET but allows for more advanced queries (ie. multiple units)

The screenshot shows the web application interface for the XDET Budget Status Report. At the top, there is a navigation bar with a search box containing 'XDET: Budget Status Report', a search icon, and tabs for 'SEARCH RESULTS', 'NAVIGATION', 'FAVORITES', and a 'Logout' button. Below this is a header area with the 'DATATEL Colleague' logo on the left and a 'No Active Context' message in a central box. A menu bar below the header includes 'File', 'Options', and 'Help', along with buttons for 'Save', 'Save All', 'Cancel', and 'Cancel All'. The main content area is titled 'XDET - Budget Status Report' and contains the following form fields:

- Fiscal Year:
- Start Date:
- End Date: thru
- Starting Transaction Date:
- Ending Transaction Date:
- GL UNIT to Report on:
- Required:
- Proceed with the Report:

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This screenshot shows the initial configuration screen for the 'XDET - Budget Status Report'. The interface includes a menu bar with 'File', 'Options', and 'Help', along with 'Auto-Close Context' and buttons for 'Save', 'Save All', and 'Cancel'. The main form area contains several input fields: 'Fiscal Year' set to 2013, 'Starting Transaction Date' set to 12/04/01, 'Ending Transaction Date' set to 13/03/31, and 'GL UNIT to Report on' set to 632000 and Business O. A 'Proceed with the Report' button is visible at the bottom.

- 1) Check fiscal year
- 2) Enter Starting/ending transaction date
- 3) Enter desired G/L Unit
- 4) Click 'Save All'

This screenshot shows the output configuration screen for the 'XDET - Budget Status Report'. It includes a header with 'Peripheral : SETPTR.XDET.6271' and 'Description : Budget Status Rep'. Below this, there are fields for 'Process : XDET' and 'Description : Budget Status Report'. The main configuration area includes 'Output Device', 'Printer', 'Form Name', 'Banner', and 'Security' (set to PB Public). Buttons for 'Save', 'Save All', and 'Cancel' are present at the top.

- 1) Click 'Save All'

This screenshot shows the execution options screen for the 'XDET - Budget Status Report'. It includes a header with 'Job Description : ' and 'Job Statistics ID : XDET\_RLLEWELL\_39784\_16516'. The main configuration area includes 'Execute in Background mode?' (set to N) and 'Background Execution Type'. Buttons for 'Save' and 'Save All' are present at the top.

- 1) Click 'Save All'

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11/12/02 **1**

Acadia University  
 Detail Budget Status Report  
 For Period 2011/04/01 Thru 2011/10/31 **2**

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Fiscal Year: 2012 **3**

BUDGET.OFFICER: Mr. Kevin David Dickie

GL Account Date Sc Ref.No	Description	Allocated Budget	Revenue/ Expenses	Unexpended Balance	Encumbrances	Unencumbered Balance/Pcnt
<b>4</b> 11-7-711000-63201	Postage : Athletics Administration	<b>9</b>				
06/01 BC BDGT12002	JUN BUDGET	8.33				
07/01 BC BDGT12003	JUL BUDGET	8.33				
08/01 BC BDGT12003	AUG BUDGET <b>8</b>	8.33				
09/01 BC BDGT12003	SEP BUDGET	8.33				
10/01 BC BDGT12004	OCT BUDGET	8.33	<b>10</b>			
05/31 JE J094801	Express Post-May/11		12.78			
<b>5 6 7</b>	Current Period Totals -->	58.31	12.78	<b>11</b>	<b>12</b>	<b>13</b>
	To Date Totals -->	58.31	12.78	45.53	0.00	45.53
	<b>14</b> Future Totals -->	41.65				78.08 %
	<b>15</b> Fiscal Totals -->	99.96	12.78	87.18	0.00	87.18

1. Date report was run
2. Date range of report. Only transactions within the date range are shown.
3. Fiscal year of report
4. G/L Account# and description
5. Transaction date
6. Source code
7. Reference number
8. Transaction description
9. Budget
10. Actual expense/revenue (revenue shown as negative)
11. Budget remaining, before encumbrances (negative is overspent)
12. Indicates outstanding PO (purchase order)
13. Budget remaining, including encumbrances (negative is overspent)
14. Transactions that occur after reporting period (ie. Nov 1, 2011 – March 31, 2011)
15. Total for fiscal year (To Date Totals + Future Totals)

