

# Basic Inquiry Screens

## FRS Quick Links

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## Screen 019 in Detail

This screen is very similar to the layout of the FMB090 report. On this screen you will find:

- The name of the Responsible Person
- The title of the Account
- Whether the account is frozen
- The current budget by type of expense
- The total current year expenditures
- The total of all outstanding encumbrances
- The total available to expend.

1 - AARON									
File Edit Transfer Fonts Options Macro View Window Help									
I-FZ782 MORE RECORDS; PRESS ENTER TO CONTINUE									
019 SL Account Summary					PROCUREMENT MGMT				
SCREEN: ACCT: 3161226325					Fiscal Year: 04				
					13:17:10 05-05-05				
Department: 40018					Resp Person: BOND P				
Map Code: 16000					Flags:				
					Del	Frz	Row	Drp	Sup ABR
					0	0	0	0	0 1
Obj	Description	Budget	Actual	Encumb	Avail				
4299	PURCH/CONTRACT S	10,251	7,750.50	2,500.00	0.00				
4300	CONSUMABLES	95	95.20	0.00	0.00				
4327	CREDIT CARD PURC	690	689.78	0.00	0.00				
4328	AGRI/HDWR SUPPL/	595	304.83	290.25	0.00				
4334	FURN/EQT N/INV-C	4,217	1,217.23	3,000.00	0.00				
4335	COMPU PTS N/INV-	256	256.46	0.00	0.00				
4377	PURCH COMPU EQPT	1,252	1,252.00	0.00	0.00				
4381	COMP SFTW LIC RE	2,495	2,495.00	0.00	0.00				
4382	BOOK/PREREC REF	86	86.37	0.00	0.00				
4406	RENTAL/FURN & EQ	7,040	7,040.00	0.00	0.00				
4413	RENTAL/OFFICE EQ	716	716.08	0.00	0.00				
4603	C E - COMPUTERS	3,366	3,366.30	0.00	0.00				
6314	ENTERTAINMENT	80	80.25	0.00	0.00				
6323	RENT/UTD OFF MAC	705	688.50	16.50	0.00				
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## Screen 023 in Detail

This screen will allow you to see the detail transactions of an account by object code. By using the ten-digit account number, (which is the six-digit account number, plus the four-digit object code), the detailed information that has been posted for this object code will be displayed.

Note: You may enter just the six-digit account number, and this will pull up the detail of all the transactions that have been posted to the account that fiscal year.

1 - AARON

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13:16:40 05-05-05

I-FZ782 MORE RECORDS; PRESS ENTER TO CONTINUE  
023 Transactions by Account

PURCH/CONTRACT SVC  
FISCAL YEAR: 04

Screen: \_\_\_ Acct: 3161224299

Sub	TC	Ref 1	Date	Description	Bank	Amount	I	Batch	Offset	Acct
4299	050	P400235	08/27	ONE SAFE PLACE M	30	108.00	D	PMW		
4299	068	P400235	09/02	ONE SAFE PLACE M	01	9.00	P	CJB400	0-16000-2100	
4299	056	P302527	08/19	IDEA INTEGRATION		1,000.00	D	FAS900		
4299	056	P302615	08/28	BAILLARGEON FORD		1,300.00	D	FAS900		
4299	068	P400235	09/24	ONE SAFE PLACE M	01	9.00	P	CJB410	0-16000-2100	
4299	051	P302527	10/14	IDEA INTEGRATION	30	812.50	D	PHB001		
4299	051	P302527	10/14	IDEA INTEGRATION	30	1,812.50	C	PHB001		
4299	050	P302527	10/14	IDEA INTEGRATION	30	1,812.50	D	PHB001		
4299	068	P302527	10/15	IDEA INTEGRATION		1,812.50	APD537	0-16000-2100		
4299	068	P400235	10/27	ONE SAFE PLACE M	01	9.00	P	CJB400	0-16000-2100	
4299	050	P302615	11/05	DROP ENC/PETE	30	1,300.00	C	PHB001		
4299	068	P400235	11/24	ONE SAFE PLACE M	01	9.00	P	CJB400	0-16000-2100	
4299	050	P302616	11/24	IDEA INTEGRATION	30	2,937.50	D	PHB001		
4299	068	P302616	11/25	IDEA INTEGRATION	01	2,937.50	F	CJB400	0-16000-2100	
4299	068	P400235	01/12	ONE SAFE PLACE M	01	9.00	P	CJB400	0-16000-2100	

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## Screen 018 in Detail

This screen is for the general ledger and will show the fund balance transactions of the account.

Examples:

- Balance for an account
- Fund Additions Deductions
- Liabilities

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File Edit Transfer Fonts Options Macro View Window Help

I-FZ782 MORE RECORDS; PRESS ENTER TO CONTINUE  
018 GL Account Summary

BURSAR FEES/LATE PAY  
Fiscal Year: 04

SCREEN: \_\_\_ ACCT: 0162039110

13:20:08 05-05-05

Dept: 40016 Resp Person: JOHNSTON T

Appr Appr. Year Fund Number Flags: Del Frz Rvw Drp

0000 0 0 0 0

Ctl	Description	Beg Bal	YTD Actual	Current Bal
1100	CLAIM-ON-CASH	378,906.24	50,604.29	429,510.53
1120	PETTY CASH	2,500.00	0.00	2,500.00
1309	WRITE-OFF RECEIVABLE	15,104.30	0.00	15,104.30
1310	A/R GENERAL	38.70	0.00	38.70
1320	A/R STUDENTS	27,800.81	4,212.47	23,588.34
1321	LITIGATION COST A/R	0.00	4,001.00	4,001.00
1325	A/R STD T BOOKSTORE	0.00	1,777.67	1,777.67
1399	ALLOW. UNC. STUDENT	15,104.30	0.00	15,104.30
2105	A/P STUDENTS	599.08	0.00	599.08
2109	A/P BOOKSTORE	0.00	4,591.50	4,591.50
2190	MISC PAYABLES	0.00	6,169.29	6,169.29
2455	DEFERRED REVENUE	47,298.25	17,160.25	30,138.00
3140	FUND BAL-DESIGNATED	361,271.02	58,569.95	419,840.97
4916	TRAN FRM DESIG FUNDS	0.00	8,868.00	8,868.00

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## Transaction Codes

## BUDGET CODES

- 020 Original Budget
- 021 Budget Revision
- 022 Transfers
- 026 Carry Forward
- 028 Prior Year
- 029 Future Year

## JOURNAL ENTRIES

- 062 Freeze Override
- 068 Accounts Payable Journal Entries
- 069 Compound Journal Entry

## ENCUMBRANCES

- 050 Original Encumbrance
- 051 Encumbrance Liquidation
- 056 Prior Year Encumbrance



Finance Division: (972) 883-2602

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