## Tools to Help You Manage Your Accounts

- We are taking the following steps to provide reporting tools for you:
  - Short-term (weeks): more details in the existing queries
  - Medium-term (Sept.): build more custom reports
  - Long-term (TBD): Work with Oracle to provide reports and screens with better information for administrators and faculty

<table>
<thead>
<tr>
<th>Information Need</th>
<th>Query to Use</th>
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| Reconcile General Ledger | GL Trial Balance  
Journal Detail  
AP GL Entries | Project GL Entries  
AR GL Entries |
| Reconcile Projects | 201 - Project Billing  
202 – Project Summary  
203 – Project Cost Summary  
204 – Project Cost Details | 205 – Project Revenue Details  
505 – Dashboard (multiple reports) – project Cost, Revenue, Budget and Commitments |
| Reconcile Projects to General Ledger and Accounts Payable | Project – GL Reconciliation  
Project Cost Details | Project – AP Reconciliation  
Project – AP Reconciliation with PO Number |
| Reconcile Internal Purchase Orders – Invoices and Payments | IPO – Invoices and Payments |
| Analyze transactions from Accounts Payable and Procurement | 401 – AP Invoice Register  
402 – AP Payment Register  
403- Invoice Register for AP  
404 – Payment Register for AP | 405 – Invoices and Payments for AP  
601 – Purchase Orders  
602 – Purchase Orders with Status |