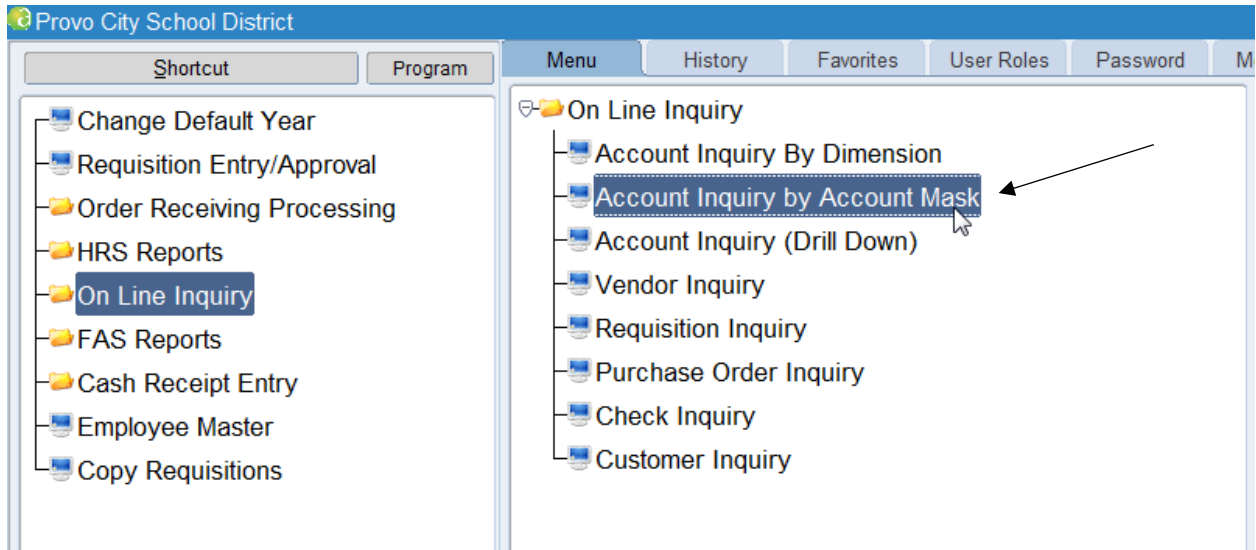


Clean up for your Account Inquiry by Account Mask



Enter the information that you want to look at:

Account Type Balance Revenue Expenditure Other Sources/Use

Account Mask

Account Number

Account Year

Account Period Range -

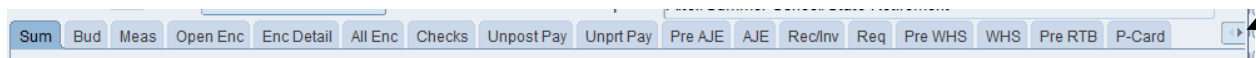
Include Control Accounts

Branches and Actuals

Drill down to the account number that you are looking for:

17.10.0565.0101.1000.016101	After/Summer School/Aides/Para-Prof	15,700.00	.00	14,802.82	897.18
17.10.0565.0101.1000.021000	After/Summer School/State Retirement	.00	.00	2,178.78	2,178.78-
17.10.0565.0101.1000.022000	After/Summer School/Social Security	1,190.00	.00	1,489.18	299.18-
17.10.0565.0101.1000.025000	After/Summer School/Medical/Other Mis	.00	.00	3,069.05	3,069.05-

Most of the tabs at the top are not used or not necessary for you to look at. To limit what you see, click on the tab on the right.



Select Tabs

Tab Name	Display Tab
All Enc	<input checked="" type="checkbox"/>
Checks	<input checked="" type="checkbox"/>
Unpost Pay	<input checked="" type="checkbox"/>
Unprt Pay	<input checked="" type="checkbox"/>
Pre AJE	<input checked="" type="checkbox"/>
AJE	<input checked="" type="checkbox"/>
Rec/Inv	<input checked="" type="checkbox"/>
Req	<input checked="" type="checkbox"/>
Pre WHS	<input checked="" type="checkbox"/>
WHS	<input checked="" type="checkbox"/>
Pre RTB	<input checked="" type="checkbox"/>
P-Card	<input checked="" type="checkbox"/>
Pre P-Card Rec	<input checked="" type="checkbox"/>
Pre P-Card Trans	<input checked="" type="checkbox"/>
Payroll	<input checked="" type="checkbox"/>
Payroll	<input checked="" type="checkbox"/>

Deselect Pre WHS, WHS, Pre RTB, P-Card, Pre-P-card Rec, Pre P-Card Trans and click Load Preferences. It will look like nothing happened. Click on the x in the corner and drill into the account again.

Sum	Bud	Meas	Open Enc	EncDetail	All Enc	Checks	Unpost Pay	Unprt Pay	Pre AJE	AJE	Rec/Inv	Req	Payroll	Tabs
Period	Original Budaet	Adiusted Budaet	Encumbrance	Actual	Avail/Rec/Bal									

All of the tabs that you don't need are gone, all of the tabs that you need are on one screen.