



DW3000F-Budget to Actual-General Fund-Net to Zero

A new Budget to Actual report is now available on the Office dashboard in BusinessPLUS. This report is for General Fund accounts only. It is in the SSRS format and still has drill down capability. The new feature on this report is that it will show line items when the activity in that line item (object code) nets to zero. The CDD DW3000A and DW3000E reports for General Fund accounts will suppress line items (object codes) if the activity nets to zero. This new report is meant to supplement your current Budget to Actual tools, not to replace them. If you have questions about the report or need help using it, please contact Kelly Case, Business Process Trainer, klcase@washoeschools.net.

Below is a tour of this new report's features:

1. The DW3000F-Budget to Actual-General Fund-Net to Zero is on the Dept Office dashboard in BusinessPLUS

DEPT OFFICE

Kelly L Case's Personal Dashboard **DEPT OFFICE** FINANCE TIMEKEEPER

Workflow Tasks

Go to Workflow Tasklist

No tasks

Refreshed at Thursday, October 7, 2021 1:46:31

Purchase Orders

POUPPR Purchase Requests

POUPRC Receiving Information

DW2000: Purchase Order Status

DW2001: Purchase Order Summary

DW5003: Task List Pending Items

Budget Reports

DW3000A: Budget to Actual - General Fund

DW3000B: Budget to Actual - Grant Accts

DW3000E: Budget to Actual - School Operating Accts

DW3001: Budget to Actual Transaction Detail

DW3000F: Budget to Actual - General Fund - Net to Z...

Reports

DW1000: Staff Listing

DW1001: Payroll Transmittal

DW1002: Leave Balance

DW1006A: Employee Seniority - CertAdmin

DW1006B: Employee Seniority - Classified

DW1007: Position Budget to Actual Summary

DW1008: Emp Address & Contact Info by Paycycle

Stores Inventory

SIOEUB Create/Update Orders

DW4000: Order Item Information

DW4001: Inventory Information

DW4002: Stores Inventory Approval Status

DW4003: Surplus Product Catalog

DW2004: Product Use Comparison

2. Access the required report prompts from the pull-down lists, then click View Report

DW3000F_Budget to Actual-General Fund-Net to Zero - Report Viewer - Internet Explorer

Select an RC Select a Department View Report

Fiscal Year:

1 2 3 4

3. Report results will come up, please note important features

Select an RC Select a Department 0000 - OPERATING

Fiscal Year: 2017

1 of 2

100%

Find | Next

Save, export or print

Fiscal Year: 2017
Fund: GENERAL FUND (10)
Program: 000

Washoe County School District
Budget to Actual
As Of: 06/30/17

Scroll through pages

The drill downs work as well

Object	Final Budget	Prior Year Encumbrance Budget	Change Budget	Augmented	Encumbrance	Year To Date Actual	Balance	% Used
10-000-2220-0000								
63520 OTHER TECHNICAL SERVICES	\$0.00	\$0.00	(\$159.20)	(\$159.20)	\$0.00	\$0.00	(\$159.20)	0.0%
64310 BUILDING REPAIRS AND MAINT	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$0.00	\$600.00	0.0%
66100 GENERAL SUPPLIES	\$846.00	\$0.00	\$262.00	\$1,108.00	\$0.00	\$3,947.87	(\$2,839.87)	356.3%
66401 MAGAZINES & PERIODICALS	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00	\$2,260.19	(\$1,560.19)	322.8%
66402 LIBRARY BOOKS	\$8,200.00	\$0.00	(\$1,500.00)	\$6,700.00	\$0.00	\$3,447.35	\$3,252.65	51.4%
66503 INFORMATION TECH SUPPLIES	\$1,154.00	\$0.00	\$0.00	\$1,154.00	\$0.00	\$873.73	\$280.27	75.7%
66520 COMPUTER HARDWARE OF VALUE	\$0.00	\$0.00	\$438.00	\$438.00	\$0.00	\$0.00	\$438.00	0.0%
	\$11,500.00	\$0.00	(\$959.20)	\$10,540.80	\$0.00	\$10,529.14	\$11.66	99.8%

4. This is the new feature of the report: Line items (object codes) will be presented and accessible, even if the activity nets to zero

[illegible]

Ledger: NL

Washoe County Schools
GL Transactions

7/1/2016 12:00:00 AM

Posting Date	Reference	Vendor ID	Vendor Name	Transaction Description	Debit Amount	Credit Amount	Net Amount
Fund: GENERAL FUND 10							
Program: REGULAR PROGRAMS 100							
Function: INSTRUCTION 1000							
Account: 10-100-1000-63600-0000 OTHER SPECIALIZED SERVICES HIGH SCHOOL OPERATING							
OrgKey: 00001LA REGULAR INSTRUCTION							
09/16/2016	DP03117	09/16/2016	N/A..N/A	DJ	0.00	795.00	-795.00
10/25/2016	PO126617	09/23/2016	113623	FIERCE ENTERTAINMENT	795.00	0.00	795.00
02/15/2017	PO127996	01/27/2017	113623	FIERCE ENTERTAINMENT	795.00	0.00	795.00
02/17/2017	DP11817	02/17/2017	N/A..N/A	R732792	0.00	795.00	-795.00
Total for FQA 10-100-1000-63600-0000:					1,590.00	1,590.00	0.00

Deposit and PO activity that nets to zero. This would not show up on the DW3000A or the DW3000E

User: WASHOE\KLCASE
 Report: Sub_GL_TRANS_DD_WCS

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Run Date & Time: 6/4/2020 7:56:37 AM

Again, this is a report to supplement the DW3000A and DW3000E. If you need assistance, please contact Kelly Case, Business Process Trainer, klcase@washoeschools.net.