

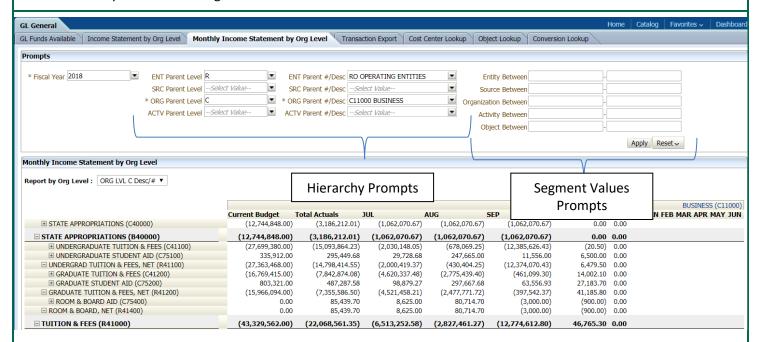
Monthly Income Statement by Org Level

Monthly Income Statement by Org Level Dashboard Page

The Monthly Income Statement by Org Level dashboard page allows you to see the monthly income statement activity for the selected year.

Use Monthly Income Statement by Org Level:

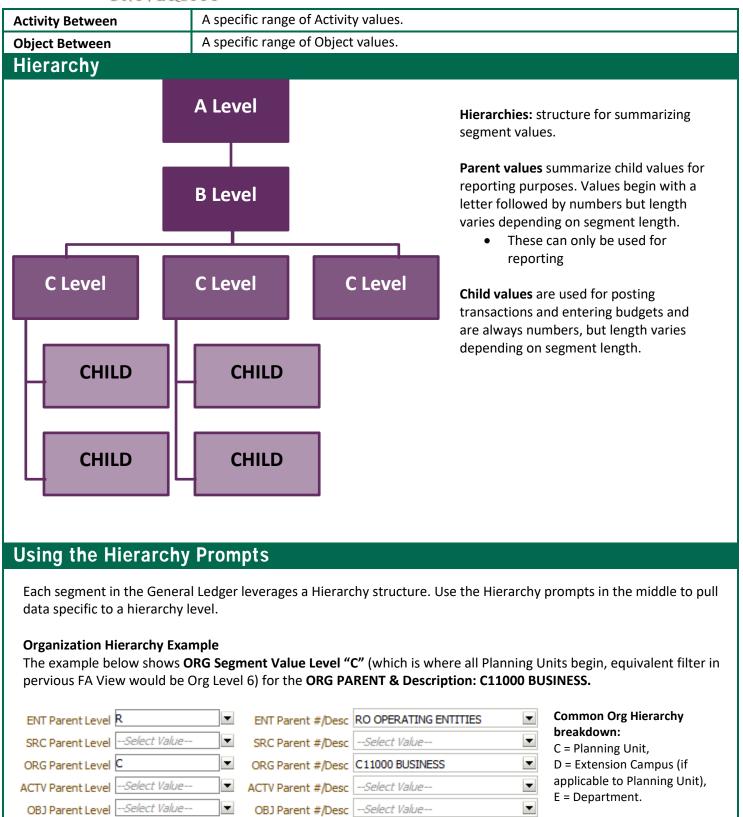
- To view your YTD Actuals
- To view your Period Actuals
- To view your Current Budget



Prompts	Definition
*Fiscal Year	According to the IRS, a fiscal year consists of 12 consecutive months ending on the last day of any month except December. Ohio University's fiscal year runs from July 1 to June 30. * (Asterisk) indicates this is a required field.
ENT Parent Level	The parent level (letter) of the Entity hierarchy.
SRC Parent Level	The parent level (letter) of the Source hierarchy.
ORG Parent Level	The parent level (letter) of the Organization hierarchy.
ACTV Parent Level	The parent level (letter) of the Activity hierarchy.
OBJ Parent Level	The parent level (letter) of the Object hierarchy.
ENT Parent #/Description	A specific Entity parent number with description.
SRC Parent #/Description	A specific Source parent number with description.
ORG Parent #/Description	A specific Organization parent number with description.
ACTV Parent #/Description	A specific Activity parent number with description.
OBJ Parent #/Description	A specific Object parent number with description.
Entity Between	A specific range of Entity values.
Source Between	A specific range of Source values.
Organization Between	A specific range of Organization values.

GL General: Monthly Income Statement by Org Level_12/11/17

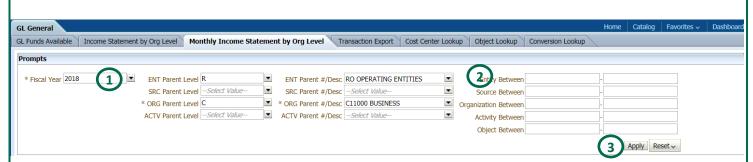
Monthly Income Statement by Org Level





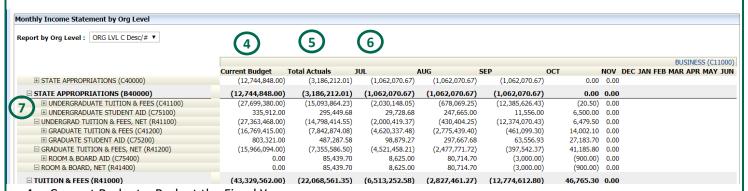
Monthly Income Statement by Org Level

Using the Monthly Income Statement by Org Level



- Select Fiscal Year.
- 2. Enter Segment Value or a range of segment values (you must fill out both columns if using segment values).
- Click Apply.

Monthly Income Statement at Org Level C



- 4. Current Budget Budget the Fiscal Year
- 5. Total Actuals YTD Actuals for the Fiscal Year
- 6. Monthly Totals Period to Date (PTD) Actuals for each Period in the Fiscal Year
- 7. Clicking the plus (+) or minus (-) sign in the rows of the report will expand or condense the object code levels built into the income statement.

Exporting

If you export to Microsoft Excel, it will maintain the OBI formatting that you see on your screen. To export the data to Microsoft Excel, click **Export** and then click **Excel 2007+**. Upon confirmation, click **Open** to open the Microsoft Excel spreadsheet.

