

## Report HR30420 – Position Budget Changes

This report allows the user to isolate position budgets that changed due to salary base modifications (work schedule, re-classifications, increases) and budget development adjustments done on the NZAWBUD form. The report compares a position budget value (BASE or LABCY) by Fund, Org, Account for a selected “snap” date to the position budget value (BASE or LABCY) by Fund, Org, Account for another selected “snap” date.

*For example:* You wish to compare the LABCY values from 4 weeks ago (Budget A) to what the current LABCY value is (Budget B). This report will show you all position budgets and the changes and separate tabs to isolate only those positions where the budgets have changed.

### Prompts:

BusinessObjects InfoView - HR30420 - Position Budget Changes by Fund - ...

File Edit View Favorites Tools Help

Address http://webi.unh.edu/wijsp/scripts/login/webiHome.jsp

Welcome Tracy Boyle

**HR30420 - Position Budget Changes by Fund**

Reply to all prompt(s) before running the query.

1. Enter Fund matches pattern - % is wildcard:  Show Values

2. Enter the Budget ID for Budget A:  Show Values

3. Enter phase BASE or LABCY for Budget A:  Show Values

4. Enter snapshot date for Budget A:  Show Values

5. Enter the Budget ID for Budget B:  Show Values

6. Enter phase BASE or LABCY for Budget B:  Show Values

7. Enter snapshot date for Budget B:  Show Values

8. Enter incumbent effective date:  Show Values

Run Query Cancel

- 1) Fund Matches: for example 1AQ% (for all of Bus Affairs); 1UD% (for CEPS E&G) or type in full fund value.
- 2) Budget ID: Currently only option is: FY2008.
- 3) Phase Base or LABCY: Base will give you the current annual salary as it is rolled into the NZAWBUD form; LABCY will be Base plus any ADJustments done and will be what is populated as a budget for the fiscal year.
- 4) Snapshot date for Budget A: current snaps go back to March 25, 2007. These will be populated daily April thru June (Sun-Thur snaps) and weekly August thru March (Sun snap).
- 5) Budget ID for Budget B: Currently only option is: FY2008.
- 6) Phase Base or LABCY: same logic as prompt (3).
- 7) Snapshot date for Budget B: select from March 25, 2007 thru current WEBI data.
- 8) Enter Incumbent date: Typically the first of the fiscal year, but can be any date value.

### Report TABS:

- All positions by Fund / Org / Account- (Adobe-friendly; print and go)
- All positions by Fund / Org / Account- (Excel-friendly; can download and sort)
- All positions by Fund / Account / Org- (Adobe-friendly; the P&L view of the world)
- Changes by Fund / Org / Account- (Adobe-friendly)
- Changes by Fund / Org / Account- (Excel-friendly)
- Changes by Fund / Account / Org- (Adobe-friendly)