

# FMS TRAINING- ASI FINANCIAL MANAGEMENT SYSTEM ACCOUNT SUMMARY INQUIRY

November 05, 2018

#### **FMS Links**



- Fiscal Services website -> FMS section
  - > FMS Website
  - > FMS Departments
    - FY18 MCC Fund 1 FMS Crosswalk
    - FMS Departments\_Quick Reference Guide
    - FY17 MCC Fund 250 FMS Crosswalk

## Fund 250 Course Fee Balances spreadsheet:

		06/30/18	FY19 YTD				
FMS		Balance				Total	Balance
Dept#	FMS Department Name	Forward	Revenue	Enc	Expenses	Expenses	Available
800415	DFT-Drafting Technology	7,725	5,365	2,557	835	3,392	9,697

## FMS Budget Process & Resources



- Fiscal Services website ->
  - **Budget Process & Resources** section
  - ASI Guides:
    - View Budget Account Summary Inquiry (District training guide)
      - FMS Training Material and Videos (Resources -> Technology Training Materials [TTM] -> Financial Management System [FMS] -> View Budget Account Summary Inquiry)
  - MCC FMS Training for ASI\_11-05-18 (College training guide)
    - Always choose Accounting Period 12 for data for the entire fiscal year
  - MCC\_Account Summary Inquiry (ASI) FAQ's\_09-29-17 v2 (College supplemental information)

#### **FMS: ASI Announcement**



## Intranet Posting:

#### New FMS Budget Tool: Account Summary Inquiry (ASI)

View Edit

Friday, September 29, 2017 | Nicole Lash

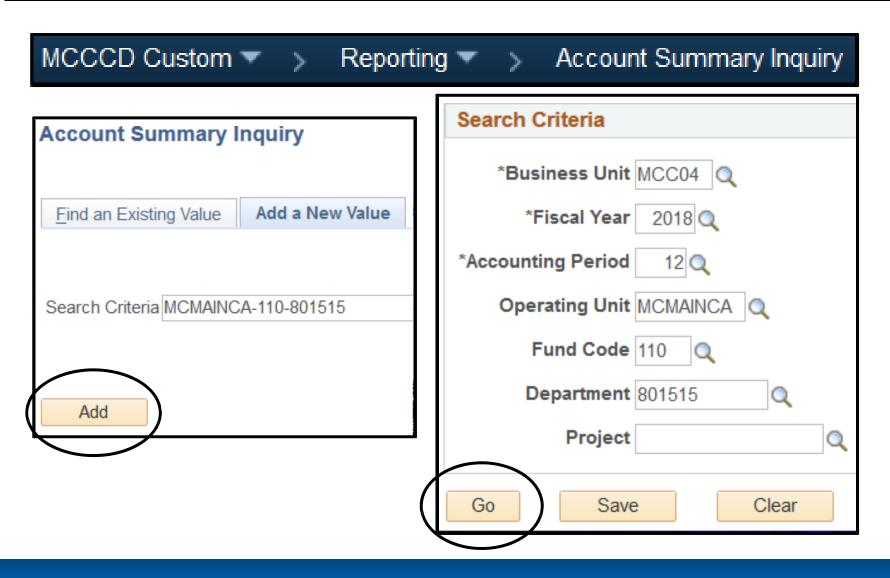
The Financial Management System (FMS) has a new module/tool,
Account Summary Inquiry (ASI), which is available immediately.
ASI is a tool that allows quick and easy access to account balances,
budget, Year-to-Date (YTD) expenses, and encumbrances. ASI has
these great features:

- Available Fund Balance includes Carryforward balances for cash-basis FMS Departments (Fund 2, Fund 9, and Fund 3 without project/grant numbers)
- Encumbrances are broken-out into three categories for easy understanding: Requisition (Req.), Purchase Order (PO), and Travel Authorization (TA)



## FMS: ASI Query





https://finoprodpub.maricopa.edu/psp/PMCPAK/

FMS: ASI- Fund 110



## Budgeted Funds:

**Balance Available** = Operating Budget – YTD

Expenses – Encumbrances (Enc.)

- ➤ Enc. (Req. Pre Enc. PO Enc. TA Enc.)
- Applicable to Fund 1 since this fund is budgeted

#### Summary:





#### FMS: ASI- Cash Basis



- Cash-basis, revenue generating funds: Available Fund Balance = Prior Year Carryforward + YTD Revenue – YTD Expenses
  - Applicable to Fund 2, Fund 9, and Fund 3 without project #'s since they are cash-basis
    - Cash-basis FMS Departments include revenue which is shown as a credit (-) so the:
      - Values need to be inversed:
        - » Value multiplied (\*) by negative one (-1)
        - » A negative revenue value means a positive amount of revenue earned
  - Encumbrances are *not* included in this calculation so they need to be manually subtracted out to get an accurate available fund balance

Search Name MCMAINCA-250-800160

Available Fund Balance -30,688.42

Inverse of balance: \$30,688.42

#### **FMS: ASI Results**



## By Line:

	Account Type	Account	Account Description	Operating Unit	Fund	Department
1	E	51310	PART-TIME WAGES	MCMAINCA	110	801515

Original Budget	1 3	Req Pre- Encumbrances	PO Encumbrances	TA Encumbrances	Payroll Encumbrances	Year to Date	Balance Available
6,710.00	6,710.00	0.00	0.00	0.00	0.00	9,981.50	-3,271.50

## Summary:

Summary								
	Туре	Original Budget	Operating Budget	Req Pre-Encumbrances	PO Encumbrances			
1	Revenues	0.00	0.00	0.00	0.00			
2	Expenditures	42,737.000	42,737.000	40.000	500.000			

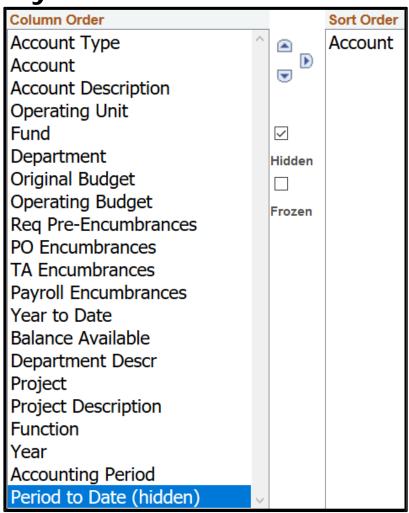


https://finoprodpub.maricopa.edu/psp/PMCPAK/

#### FMS: ASI Personalize | Personalize |



#### By Line:



### **Summary:**

