**BANNER FIS REPORT**

**FWRBDSO** – **Budget Status Report by Organization Code**

**This report provides budget, month-to-date expense, year-to-date expense, commitments (encumbrance) and available balance information.**

**This report may be run for any fiscal year**

Year-to-date expense: expenses from July 1 to the current date

In the Go field enter FWRBDSO

Enter the following required data:

Process – defaults the job name

Printer - enter your printer name (printer begins with WOU\_ XXX)

**Parameter Values Block**

Parameters: enter data in the Values column

01 Chart of Accounts – E

02 Fiscal Year – 2 digits

03 From Date – Begin date to report from. Use format DD-MMM-YYYY

 i.e. 01-JUL-2013

04 To Date - End date to report to. . Use format DD-MMM-YYYY

 i.e. 30-SEP-2013

05 Beginning Organization Code – 6 digits beginning code range

06 Ending Organization Code – 6 digits ending code range

07 Fund Code – 6 digits

08 Program Code – may leave blank

09 Commitment Type – defaults to U

10 Accrual Indicator – Y (yes, include the accounting accrual period)

**Submission Block**

Click Save Parameter Set as – optional, click this box if you want Banner to save the values entered in the Parameter Values block.

Click the Submit radio button in the Submission Block

Click Save icon.