

GeorgiaFIRST Financials V8 Known Issue

KI8044: GL Budget Reference in Journals

UPDATE: May 23, 2009

RESOLVED: This issue was resolved as part of Release 1.10, which was applied to all Production databases on May 23, 2009.

POSTED: February 4, 2009

SUBJECT: Known Issue KI8044 – GL Budget Reference in Journals

PURPOSE: To notify users at all institutions using GeorgiaFIRST PeopleSoft Financials Version 8.9 of a Known Issue regarding the use of prior year values in the **Budget Reference** field in GL journals.

FUNCTIONAL IMPACT: If a prior year value exists in the **Budget Reference** field on the **Journal Lines** page, pressing the **Save** button or editing the journal will change the Budget Reference value to the current value of 2009. This issue impacts Spreadsheet journals, Allocation journals, and Capital and GAAP ledger journals.

The derivation logic for the **Budget Reference** field behind the **Journal Lines** page is being analyzed to determine the resolution required to correct the issue. The fix will be released upon completion of analysis and testing.

OIIT has developed an interim functional workaround for each of the affected journal types to use until the fix is released to Production.

SUPPORTING DOCUMENTATION: The following **KI8044 GL Budget Reference in Journals Instructions** document provides step-by-step instructions for the interim functional workaround for each of the affected journal types.

ADDITIONAL OIIT RESOURCES and SUPPORT: Contact the **OIIT HELPDESK** at http://www.usg.edu/customer_services (support request self-service) or e-mail helpdesk@usg.edu. For emergency, business interruptions, or production down situations, call the **OIIT HELPDESK** immediately (706-583-2001; or toll free within Georgia 1-888-875-3697).

INSTRUCTIONS FOR MODIFYING THE BUDGET REFERENCE FIELD IN GL JOURNALS

in GeorgiaFIRST PeopleSoft Financials Version 8.9

If a prior year value exists in the **Budget Reference** field on the **Journal Lines** page, pressing the **Save** button or editing the journal will change the Budget Reference value to the current value of 2009. This issue impacts Spreadsheet journals, Allocation journals, and Capital and GAAP ledger journals.

The derivation logic for the **Budget Reference** field behind the **Journal Lines** page is being analyzed to determine the resolution required to correct the issue. The fix will be released upon completion of analysis and testing.

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Capital and GAAP Ledger Budget Reference

Budget Date is not a field for the Capital and GAAP ledgers. Therefore, there is no option to alter the Budget Reference for regular online and/or AM journals. If Capital/GAAP ledger Budget Reference data needs to be altered, then you can enter a revised journal via the **Journal Load Spreadsheet** functionality and import the journal.

Note: DO NOT ACCESS the journal via the Journal Entry pages. If you access the journal through those pages, then the Budget Reference values may populate with current budget year. Instead, you should use the batch processes to fully process the journal.

Journal Load Spreadsheet Budget Reference

Journal Load Spreadsheet journals may be populated with the prior budget year as needed. Upon importing, accessing, and saving and/or editing the journal, the prior Budget Reference value changes to the current budget year value. You can use one of two options to correct the Budget Reference to the prior year value.

Note: These examples show the functional workaround for the Actuals ledger. For Capital and GAAP spreadsheet journals, refer to the Capital and GAAP Ledger Budget Reference instructions.

Option 1

Enter a revised journal via the **Journal Load Spreadsheet** functionality and import the journal.

Note: DO NOT ACCESS the journal via the Journal Entry pages. If you access the journal through those pages, then the Budget Reference values may populate with current budget year. Instead, you should use the batch processes to fully process the journal.

Option 2

This option applies if an uploaded journal is accessed for other changes.

Note: KK Budget Date Override security will be needed for the user altering the journals.

1. Enter a revised journal via the **Journal Load Spreadsheet** functionality and import the journal.
2. Select **General Ledger⇒Journals⇒Journal Entry⇒Create/Update Journal Entries**. The **Create/Update Journal Entries – Add a New Value** page displays.
3. Click on the **Find an Existing Value** tab. The **Find an Existing Value** page displays.

4. Enter or select the appropriate **Journal ID**.
5. Click on **Search**. The **Header** page displays.
6. Click on the **Lines** tab. The **Lines** page displays.

009 *Process: Edit Journal Process

Errors Only **Line:** 10

Program	Class	Project	Bud Ref	Budget Date	Amount	Open Item Key	Reference	Jo
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su
11100	11000		2008	01/30/2009	5.00			Su

Customize | Find | View All | First 1 of 1 Last

The **Bud Ref** field for prior year budgets will be populated with the correct value. However, the **Budget Date** field will be populated with the current date.

7. Note the **Budget Reference value** for journal lines in order to re-populate the **Bud Ref** field.
 - **Note:** For reference, you may populate the journal line reference field with the correct Budget Reference value from the **Bud Ref** field. You may also refer back to your original spreadsheet entry, or you may query the Journal Lines table prior to accessing the journal.
8. Change the **Line** field to, at a minimum, the **same number of journal lines in the journal** to ensure that all journal lines appear on the **Journal Lines** page.
 - **Note:** In Version 7.5, this was called ‘chunking.’ This step will allow more efficiency in making your changes if you have a large journal.

*Process: Edit Journal

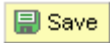
Errors Only **Line:** 13

In this example, the **Line** value was changed from the default value of 10, shown above, to the actual value of **13**.

9. Change the **Budget Date** to a date within the **Budget Reference** year needed for the journal line.

Program	Class	Project	Bud Ref	Budget Date	Amount	Open Item Key	Reference	Jc
11100	11000		2008	06/30/2008	5.00			S
11100	11000		2008	06/30/2008	5.00			S
11100	11000		2008	06/30/2008	5.00			S
11100	11000		2008	06/30/2008	5.00			S
11100	11000		2008	06/30/2008	5.00			S
11100	11000		2008	06/30/2008	5.00			S
11100	11000		2008	06/30/2008	5.00			S
11100	11000		2008	06/30/2008	5.00			S
11100	11000		2008	06/30/2008	5.00			S
11100	11000		2008	06/30/2008	5.00			S
11100	11000		2008	06/30/2008	5.00			S
			2009	01/30/2009	-60.00			C

In our example above, we have changed the **Budget Date** from 1/30/2009 to **06/30/08** since the **Bud Ref** of **2008** is correct.

- Click on . The correct Budget Reference values should now be retained in the journal lines after this save.
- Process the journal via the batch pages.

Allocation Budget Reference

Expenses from prior budget years may be posted to the LEDGER in the current fiscal year and used in the allocation process. Allocation journals are populated with the prior budget year as needed. Upon saving the journal, the prior budget year value changes to the current. Use the following instructions to correct the Budget Reference information for these journals.

Note: KK Budget Date Override security will be needed for the user altering the journals.

- Select **General Ledger**⇒**Journals**⇒**Journal Entry**⇒**Create/Update Journal Entries**. The **Create/Update Journal Entries – Add a New Value** page displays.
- Click on the **Find an Existing Value** tab. The **Find an Existing Value** page displays.

- General Ledger
 - Journals
 - Journal Entry
 - Create/Update Journal Entries**
 - Copy Journals
 - Standard Journals
 - Import Journals
 - Subsystem Journals
 - Process Journals
 - Suspense Correction
 - Ledgers
 - Summary Ledgers
 - Close Ledgers
 - Process Multi-Currency
 - Average Daily Balance
 - Open Items
 - Consolidate Financial Data
 - Maintain Standard Budgets
 - Monitor Background Process
 - Review Financial Information
 - Regulatory Ledger Reports

Create/Update Journal Entries

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value
Add a New Value

Business Unit: = 27000 Q

Journal ID: begins with

Journal Date: = 31

Document Sequence Number: begins with

Line Business Unit: = Q

Journal Header Status: = No Status - Needs to be Edited v

Budget Checking Header Status: = v

Source: = ONL Q

Search Clear [Basic Search](#) v [Save Search Criteria](#)

[Find an Existing Value](#) | [Add a New Value](#)

3. Enter or select the appropriate **Journal ID**.
4. Click on Search. The **Header** page displays.
5. Click on the **Lines** tab. The **Lines** page displays.

Date: 11/30/2008 *Process: Edit Journal v Process

Inter/IntraUnit Errors Only x + - Line: 10 v v

Fund	Dept	Program	Class	Project	Bud Ref	Budget Date	Amount	Reference	Journal
10000	9940100	17400	11000		2008	11/30/2008	-10.78	2008	
10500	9950100	17500	11000		2008	11/30/2008	-73.51	2008	
12210	5021000	21200	42100		2008	11/30/2008	0.13	2008	
12210	5021000	21200	42100		2008	11/30/2008	0.90	2008	
12230	5041000	23100	42100		2008	11/30/2008	4.48	2008	
12230	5041000	23100	42100		2008	11/30/2008	30.51	2008	
12240	5051000	24100	42100		2008	11/30/2008	0.25	2008	
12240	5051000	24100	42100		2008	11/30/2008	1.68	2008	
12240	5051020	24100	42100		2008	11/30/2008	0.37	2008	
12240	5051020	24100	42100		2008	11/30/2008	2.54	2008	

The example shown above has a **Bud Ref** of **2008** and the **Budget Date** of **11/30/08**.

6. Note the **Budget Reference** value for journal lines in order to re-populate the **Bud Ref** field.

- **Note:** For reference, you may populate the journal line reference field with the correct Budget Reference value from the **Bud Ref** field.
7. Change the **Line** field to, at a minimum, the **same number of journal lines in the journal** to ensure that all journal lines appear on the **Journal Lines** page.
 - **Note:** In Version 7.5, this was called ‘chunking.’ This step will allow more efficiency in making your changes if you have a large journal.
 8. Change the **Budget Date** to a date within the **Budget Reference** year needed for the journal line.

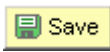
The screenshot shows the 'Approval' page in the GeorgiaFIRST system. At the top, there is a date field set to '11/30/2008' and a dropdown menu for '*Process:' set to 'Edit Journal'. Below this is a 'Process' button and a 'Line:' dropdown set to '10'. The main part of the screen is a table with the following columns: Dept, Program, Class, Project, Bud Ref, Budget Date, Amount, Reference, and Journal Line D. The first row of the table is highlighted in yellow, and the 'Bud Ref' and 'Budget Date' cells in this row are enclosed in a red box. The 'Bud Ref' cell contains '2008' and the 'Budget Date' cell contains '06/30/2008'. The other rows in the table have 'Budget Date' values of '11/30/2008'.

Dept	Program	Class	Project	Bud Ref	Budget Date	Amount	Reference	Journal Line D
9940100	17400	11000		2008	06/30/2008	-10.78	2008	Ind Plant OH-C
9950100	17500	11000		2008	11/30/2008	-73.51	2008	
5021000	21200	42100		2008	11/30/2008	0.13	2008	
5021000	21200	42100		2008	11/30/2008	0.90	2008	
5041000	23100	42100		2008	11/30/2008	4.48	2008	
5041000	23100	42100		2008	11/30/2008	30.51	2008	
5051000	24100	42100		2008	11/30/2008	0.25	2008	
5051000	24100	42100		2008	11/30/2008	1.68	2008	
5051020	24100	42100		2008	11/30/2008	0.37	2008	
5051020	24100	42100		2008	11/30/2008	2.54	2008	

In our example above, we have changed the **Budget Date** in the first line to **06/30/08** since the **Bud Ref** of **2008** is correct.

9. Change the **Budget Date** of all offending journal lines with the correct **Budget Date** to calculate the correct **Bud Ref** value.

										Home	Worklist	Add to Favorites	Sign out
798100	12210	5021000	21200	42100		2008	06/30/2008	BT	0.13	2008			
798100	12210	5021000	21200	42100		2008	06/30/2008	BT	0.90	2008			
798100	12230	5041000	23100	42100		2008	06/30/2008	BT	4.48	2008			
798100	12230	5041000	23100	42100		2008	06/30/2008	BT	30.51	2008			
798100	12240	5051000	24100	42100		2008	06/30/2008	BT	0.25	2008			
798100	12240	5051000	24100	42100		2008	06/30/2008	BT	1.68	2008			
798100	12240	5051020	24100	42100		2008	06/30/2008	BT	0.37	2008			
798100	12240	5051020	24100	42100		2008	06/30/2008	BT	2.54	2008			
798100	12220	5031100	22100	42200		2008	06/30/2008	BT	4.52	2008			
798100	12220	5031100	22100	42200		2008	06/30/2008	BT	30.83	2008			
798100	12220	5032100	22200	42200		2008	06/30/2008	BT	0.19	2008			
798100	12220	5032100	22200	42200		2008	06/30/2008	BT	1.32	2008			
798100	12220	5032200	22100	42200		2008	06/30/2008	BT	0.66	2008			
798100	12220	5032200	22100	42200		2008	06/30/2008	BT	4.47	2008			
798100	12270	5056000	27100	42200		2008	06/30/2008	BT	0.18	2008			
798100	12270	5056000	27100	42200		2008	06/30/2008	BT	1.26	2008			
798100	10500	9910101	17100	11000		2009	11/30/2008	BT	-427.52	2009			
798100	10500	9910102	17100	11000		2009	11/30/2008	BT	-240.29	2009			

10. Click on . The correct budget reference values should now be retained in the journal lines.

11. Process the journal via the batch pages.

If you have Allocation pool data and Allocation journals are created with prior budget reference values, then you may elect to update the related allocation steps. The mapping change will populate the journal line reference field with the Budget Reference value in the related Allocation journal. This is an option to assist in ensuring you have the budget reference value retained for the functional workaround above.

12. Select **Allocations⇒Define and Perform Allocations⇒Define Allocation Step**. The **Define Allocation Step – Find an Existing Value** page displays.

- ▷ Billing
- ▷ Accounts Receivable
- ▷ Accounts Payable
- ▷ BOR Menus
- ▷ Asset Management
- ▷ IT Asset Management
- ▷ Banking
- ▷ Cash Management
- ▷ Financial Gateway
- ▷ Commitment Control
- ▷ General Ledger
- ▽ Allocations
 - ▽ Define and Perform Allocations
 - Define Allocation Step
 - Copy / Rename / Delete Step
 - Define Allocation Group
 - Request Allocation

Define Allocation Step

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value | Add a New Value

SetID: = 27000

Allocation Step: begins with

Include History Correct History

Search Clear Basic Search Save Search Criteria

Find an Existing Value | Add a New Value

13. Enter or select the appropriate **Allocation Step**.

14. Click on **Search**. The **Type** page displays.

15. Click on the **Target** tab. The **Target** page displays.

Type Pool Basis **Target** Offset Output Options Round Options

SetID: 27000 Step: PLANT3

Effective Date: 01/01/1901 Status: Active Description: Plant (Operating Expenses)

Effective Date: 01/01/1901 Status: Active Description: Plant (Operating Expenses)

Target Record

Target Record Type: Journal Records Target Ledger: ACTUALS

Time Span: PER Basis Span Opt: Combine Periods for Basis Target Span Opt: Divide Target Across Period

*Field Name	*Source	Field Mapping	Value / Mask
Account	Basis	Account	
Budget Reference	Pool	Budget Reference	
Business Unit	Basis	Business Unit	
Class Field	Basis	Class Field	
Department	Basis	Department	
Fund Code	Basis	Fund Code	
Program Code	Basis	Program Code	

16. Click on the **+** in the **Fund Code** line in the **Specify Field Values** group box to insert a new line.

17. Enter or select **Journal Line Reference** as the **Field Name**.

18. Enter or select **Pool** as the **Source**.

19. Enter or select **Budget Reference** as the **Field Mapping**. The **Specify Field Values** group box should now look like this:

Specify Field Values				Customize Find View All	First 1-8 of 8
*Field Name	*Source	Field Mapping	Value / Mask		
Account	Basis	Account			+
Budget Reference	Pool	Budget Reference			+
Business Unit	Basis	Business Unit			+
Class Field	Basis	Class Field			+
Department	Basis	Department			+
Fund Code	Basis	Fund Code			+
Journal Line Reference	Pool	Budget Reference			+
Program Code	Basis	Program Code			+

20. Click on the **Offset** tab. The **Offset** page displays.

[Type](#) | [Pool](#) | [Basis](#) | [Target](#) | **Offset** | [Output Options](#) | [Round Options](#)

SetID: 27000 Step: PLANT3

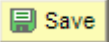
Effective Date: 01/01/1901 Status: Active Description: Plant (Operating Expenses)

Offset Record Type: Journal Records Offset Ledger: ACTUALS

Specify Field Values				Customize Find View All	First 1-7 of 7
*Field Name	*Source	Field Mapping	Value / Mask		
Account	Basis	Account			
Budget Reference	Pool	Budget Reference			
Business Unit	Pool	Business Unit			
Class Field	Pool	Class Field			
Department	Pool	Department			
Fund Code	Pool	Fund Code			
Program Code	Pool	Program Code			

21. Repeat Steps 16 through 19 to add a new **Journal Line Reference** line to the **Specify Field Values** group box. The **Specify Field Values** group box should now look like this:

Specify Field Values				Customize Find View All	First	1-8 of 8
*Field Name	*Source	Field Mapping	Value / Mask			
Account	Basis	Account				+
Budget Reference	Pool	Budget Reference				+
Business Unit	Basis	Business Unit				+
Class Field	Basis	Class Field				+
Department	Basis	Department				+
Fund Code	Basis	Fund Code				+
Journal Line Reference	Pool	Budget Reference				+
Program Code	Basis	Program Code				+

22. Click on . After this update, the **Budget Reference** field on the associated Allocation journal will have the correct Budget Reference value.

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