



**WAVE 2 TRAINING SESSION**  
**PARKING LOT QUESTIONS AND ANSWERS**  
**MAY 14, 2015**  
**1:00 PM – 5:00 PM**  
**TRAINERS: ROB HIGGINBOTHAM AND RACHEL MCCLELLAND**  
**BT SME: GE**  
**TRAINING FACILITY: NEW HORIZONS**  
**ROOM #: 7**

**2015\_PC101\_PM**  
**QUESTIONS AND ANSWERS**

Question	Answer
Q: Can we get sandbox access?	A: We will need to check with the testing team
Q: Can you create project costings reports in Excel?	A: Reports output can be produced via PDF, excel, HTML, Xml
Q: When you want to close a project do you close it in Grants or Project costing? (for a grant project)	A: In Project Costing you inactivate the Project and Activity.
Q: When creating a new project for Grants- How does the project get tied to customer contracts and grants?	A: When you run the Award Generation process the system automatically generates a Project and Contract and the Project will be attached to the Contract.
Q: Where can you find the project initiation sheet?	A: This is located in project costing. Below is the navigation step. (see screen shot on page 2)



**WAVE 2 TRAINING SESSION**  
**PARKING LOT QUESTIONS AND ANSWERS**  
**MAY 14, 2015**  
**1:00 PM – 5:00 PM**  
**TRAINERS: ROB HIGGINBOTHAM AND RACHEL MCCLELLAND**  
**BT SME: GE**  
**TRAINING FACILITY: NEW HORIZONS**  
**ROOM #: 7**

Favorites ▾ Main Menu ▾ > Project Costing ▾ > Project Definitions ▾ > Project Initiation Checklist



### Project Initiation Checklist

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

Find an Existing Value

▽ Search Criteria

Business Unit: = ▾  🔍

Project: begins with ▾  🔍

Description: begins with ▾

Case Sensitive

Search

Clear

Basic Search

 Save Search Criteria