



FI\$Cal

Financial Information System for California

Cash Management Business Process Workshop (BPW)

July 2016 Departmental Release

Agenda

- BPW Objectives
- What you should Take away
- CM Department User Roles
- Business Process covered in Cash Management
 - Detailed End User Role Description
 - Process Overview
 - Demonstration
- Change Impact Activity
- Next Steps

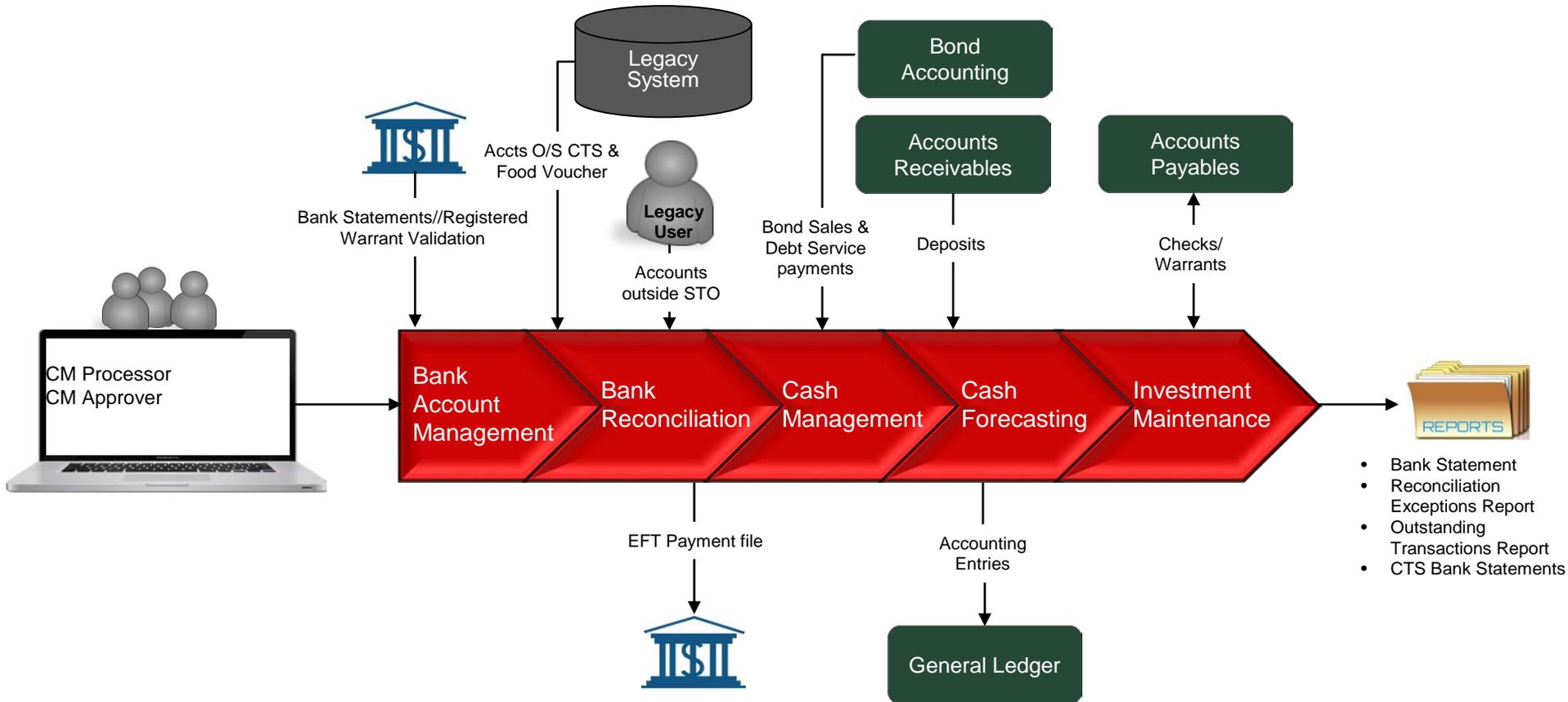
BPW Objectives

- The Business Process Workshops allow participants to :
 - Gain an understanding of the new FI\$Cal processes and end-user roles
 - Understand the next steps in the implementation phase
 - Know how to get assistance from FI\$Cal

What You Should Take Away

- Materials from today's session:
 - Business Process Workshop Presentation
 - Change Impact Tool
- Understanding of the new FI\$Cal processes, the next steps, and the support available from FI\$Cal

Cash Management Overview



Bank Account Transfer Roles

FI\$Cal End-User Role	Description
CM Processor	<p>End user who:</p> <ul style="list-style-type: none"> - Creates and submits requests for Bank Account Transfers between Centralized Treasury System (CTS) Bank accounts - Reviews and updates the Bank Account Transfers within the Cash Management module and submits them to CM Approver for review and approval - Reconciles the Bank Statements for each Departmental Bank Account by reconciling transactions via Automatic, Semi-Manual, or Manual Reconciliation and analyzes exceptions to the reconciliation process. - Runs reports for Bank Statements, Reconciliation, and Cash Management

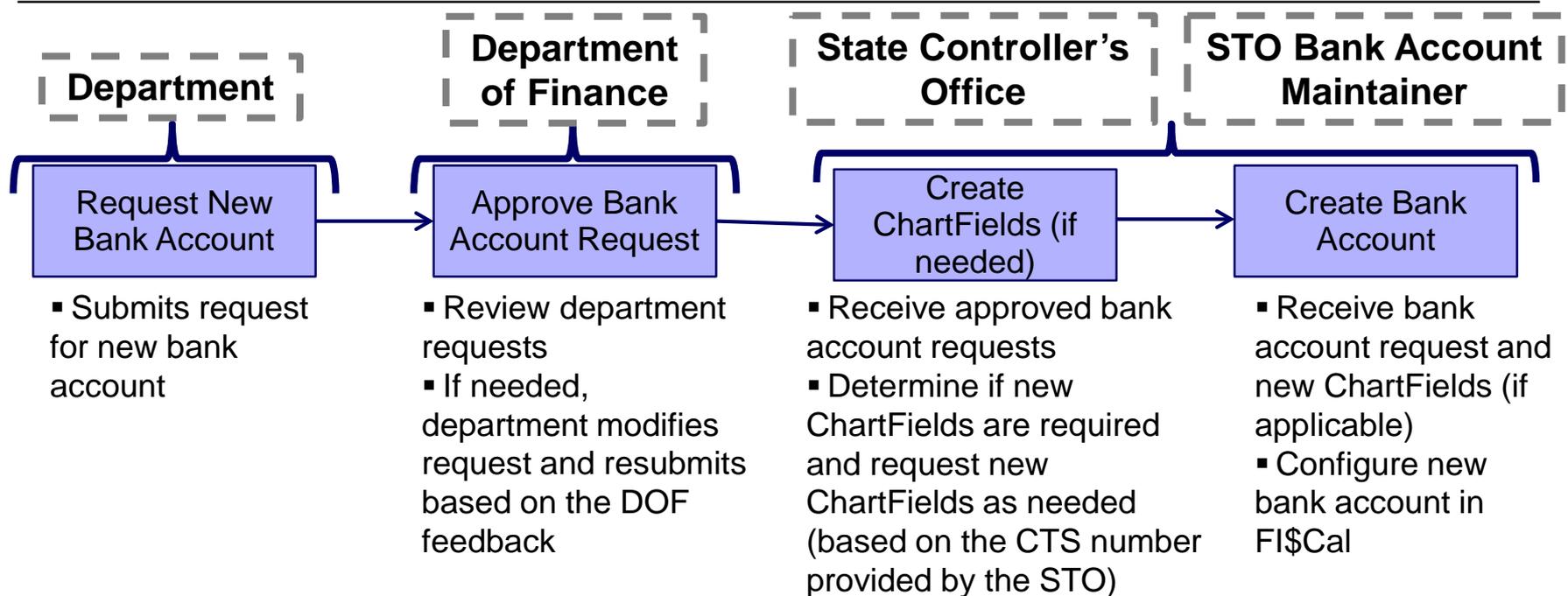
Department User Roles

FI\$Cal End-User Role	Description
CM Approver	<p>End user who:</p> <ul style="list-style-type: none">- Reviews and approves all department requests for transfers between CTS Bank Accounts associated with their business unit security- Runs reports for Bank Statements, Reconciliation, and Cash Management

Create Bank Account

- Before money can be moved in and out of PeopleSoft, Banks and Bank Accounts must be defined
- Two-Tiered Banking is followed
 - The State of California operates a two-tiered banking structure:
 - Tier 1: Demand Account (Physical Bank Accounts) – Cash is not accounted for by Fund
 - Demand Deposit Accounts at external financial institutions – Treasury BU ownership
 - Tier 2: CTS and Warrant Accounts (Virtual Bank Accounts) – Cash is accounted for by Fund.
 - CTS Accounts – Departmental BU ownership
 - General Cash, ORF Cash, Agency Trust Cash
 - Warrant Account – Statewide BU ownership
 - Cash in State Treasury

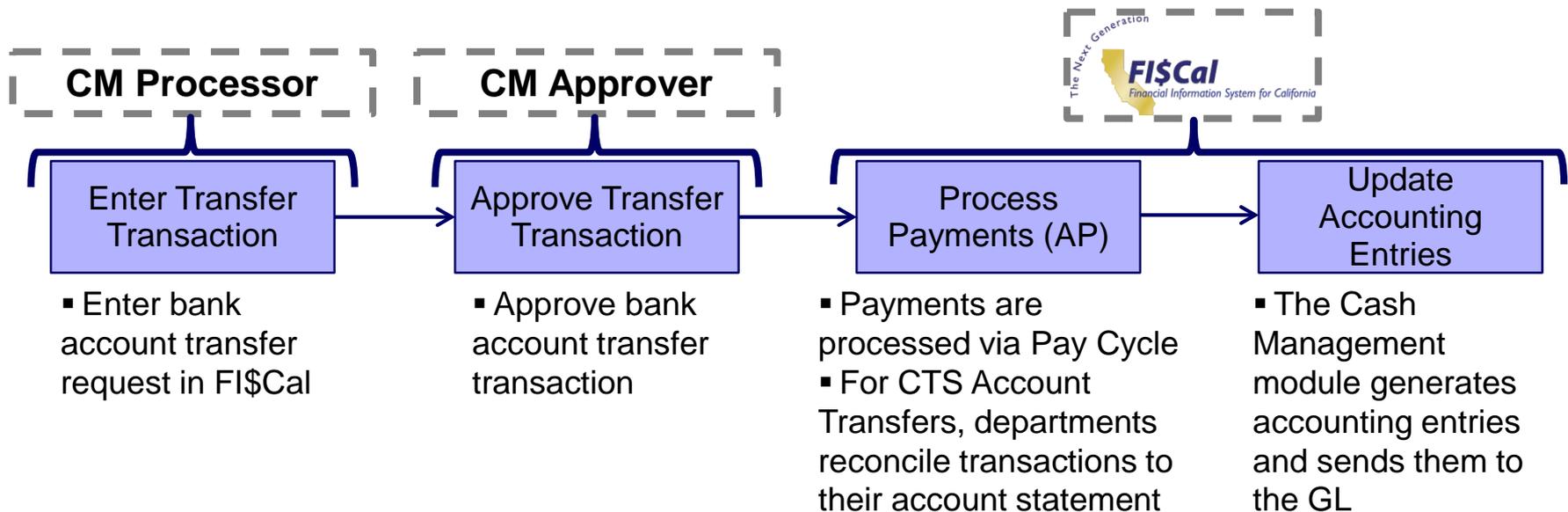
Create Bank Account



Key Impacts

- This process facilitates the management of cash in the CTS Accounts, the Warrant Account, and the Internal Transaction Account
- New bank account requests route to DOF, SCO, and STO for approval and processing

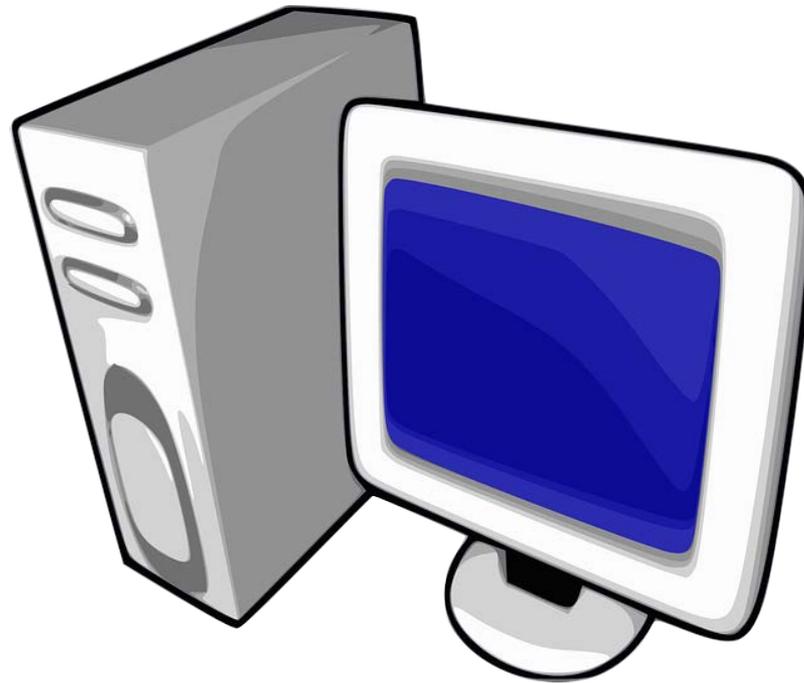
Bank Account Transfers



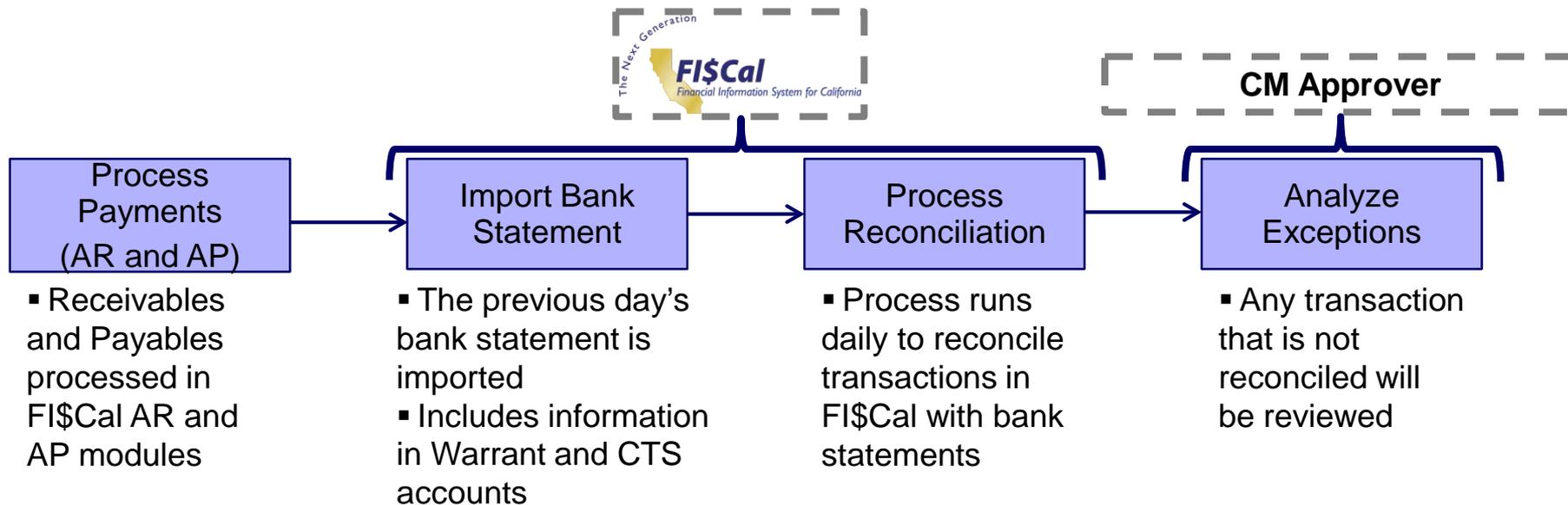
Key Impacts

- Bank account transfers are used to correct mistakes made in the wrong bank account when recording bank deposits to move cash between CTS accounts
- SCO Approved Cross Business Unit transactions will be keyed by SCO employees in 2017 Release

Demonstration



Bank Reconciliation



Key Impacts

- SCO analyzes exceptions for Warrant Account
- Departments analyze exceptions for CTS Accounts
- Exceptions may be reviewed daily and must be resolved monthly

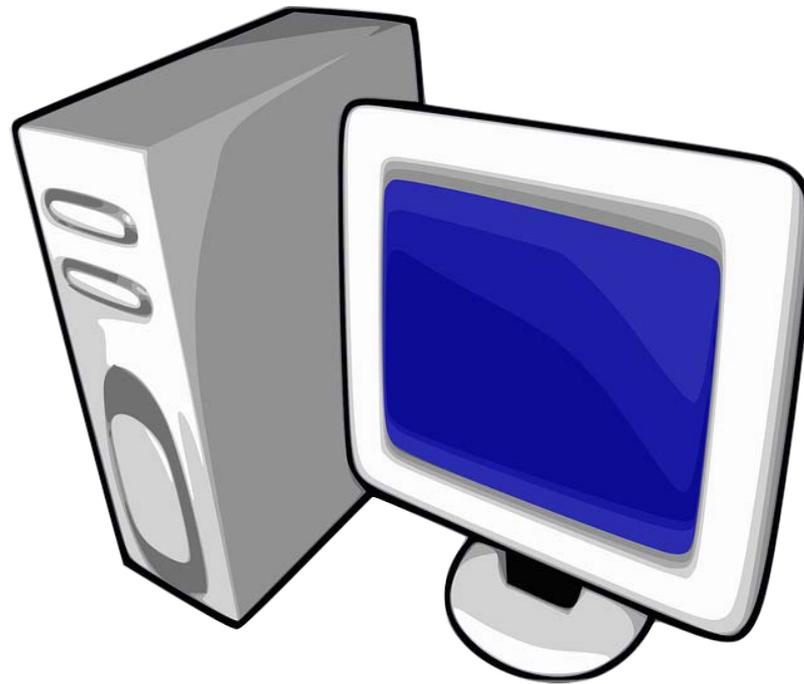
Bank Account Reconciliation

- CTS bank account reconciliation matches transactions on the CTS bank tables (bank side) with those on the system (book side) in CM, AR and AP
- Warrant account reconciliation matches the STO paid warrants (bank side) with the outstanding warrants in AP (book side)

Cash Management Reports

- Bank Statement Register Report
- Reconciliation Exception Report
- Reconciliation Aging Report

Demonstration



Change Impact Activity

- Description:
 - A walkthrough with the FI\$Cal team to assist departments to complete example change impacts
 - Departments will have the understanding on how to complete the remainder of the tool on their own
 - At your table, discuss how the FI\$Cal business processes and related change impacts may affect your department
 - Document three impacts in your BPW Change Impact Tool
- Roles:
 - Facilitator – Helps lead the discussion with your department on the FI\$Cal business processes and change impacts
 - Recorder(s) – Captures the department-specific impacts from the activity in your BPW Change Impact Tool
- Tool:
 - Change Impact Tool – Excel document for departments to identify and document the changes in People, Process, Technology, and Communication that will arise from the implementation of FI\$Cal business processes

Next Steps

- Share BPW materials at your department
- Complete the BPW Change Impact Tool
 - BUSN625: Identify Department-Specific Change Impacts
- Review with your FI\$Cal CMO Department Readiness Coordinator
 - Identify and work on updating internal department policies, processes, and documentation
- Prepare for:
 - Role Mapping Workshop (TECH617) – Early March
 - Change Workshop (READ616) – Late May/Early June
 - End-User Training (TRNG606) – May through July
 - User Support Labs (TRNG612) – August

Next Steps

- **Role Mapping Workshop** – Workshop to review the FI\$Cal Role Mapping Template, answer any questions about the roles presented in BPWs, and begin assigning end-user roles.
- **Change Workshop** – Workshop to help prepare managers and supervisors for conversations with department end users on the new FI\$Cal business processes and their FI\$Cal end-user roles.
- **End-User Training** – Training for department end users that will need to use the System in their assigned FI\$Cal end-user roles.
- **User Support Labs** – Sessions for end-users to bring real life examples to FI\$Cal for transaction assistance from FI\$Cal Subject Matter Experts.



Question and Answer



FI\$Cal Project Information:

<http://www.fiscal.ca.gov/>

or e-mail the FI\$Cal Project Team at:

fiscal.cmo@fiscal.ca.gov

Appendix

Cash Management Key Terms

Term	Definition
Centralized Treasury System (CTS) Accounts	Department checking accounts
Bank Account Transfer	The transfer of money between CTS Accounts (not including interagency billing)
STATE Bank	Includes Department CTS Accounts, the SCO Warrant Account, and the Internal Transaction Account
Internal Transaction Account	Bank account used to facilitate direct and non-direct transfers

Cash Management Key Terms

Term	Definition
Warrant Account	SCO Account from which warrants are drawn
Bank Statement Reconciliation	The process used to reconcile FI\$Cal transactions to imported bank statement transactions
Item Processing Section (IPS)	The STO section whose system generates the Paid Items file
Centralized Treasury Trust System (CTTS)	SCO's system that records department bank statement transactions and provides monthly department bank statements

Create Bank Account Illustration

Bank Information

SetID: STATE Bank: STATE

*Description: State Bank

Short Desc: State Bank

Country: United States [Change Country](#)

Bank ID Qualifier: US Bank

Bank ID: 121113423

*Type: External

*Status: Active

Agency Location Code:

Immediate Origin:

Immediate Destination:

Bank Options

- Internal BU
- Treasury Counterparty
- Banking Counterparty

Credit Ratings [Personalize](#) | [Find](#) | [View All](#) | [Print](#) | [Calendar](#) | First 1 of

Agency	Value	Rating	Description
<input type="text"/>	<input type="text"/>		

Key Points:

- Department CTS Bank Accounts, the Warrant Account and the Internal Transaction Account will be configured under the STATE Bank

Address Information

Notes

VAT Defaults

Create Bank Account Illustration

Favorites > Main Menu > Banking > Banks and Branches > Bank Branch Information



Address Information

SetID: STATE Bank: STATE State Bank

Country: United States [Change Country](#)

Address 1: P.O. Box 942809
 Address 2: Accounting Office Room 538
 Address 3:

City: Sacramento

County:

State: CA California

Postal: 94209

Branch: STO-421

Prefix:
 Phone:
 Ext:
 Fax:

Key Points:

- Bank Branch contains information specific to each department location
- One Bank Branch is configured for each department
- The Address is used by Billing for their invoice payment/remittance address

OK Cancel Refresh

Create Bank Account Illustration

[Favorites](#) | [Main Menu](#) > [Banking](#) > [Banks and Branches](#) > [Bank Branch Information](#) > [External Accounts](#)

[Home](#) | [Worklist](#) | [MultiChannel](#)

[External Accounts](#) | [Signatories](#) | [Contacts](#) | [Reconciliation](#) | [Account Information](#) | [Collection Methods](#) | [Payment Methods](#) | [Account Settlement](#)

SetID: STATE **Bank:** STATE State Bank **External Bank ID:** 121113423

Account Information

Bank Account: 421 ***Status:** Active ***GL Unit:** 0950

***Description:** STATE TREASURER'S OFF **Short Desc:** GEN-ORF ***Branch:** STO-421

***Account #:** 421

Sender DO: **RFC:**

DFI Qualifier: 01 Transit Number **DFI ID:** 121113423

IBAN:

Valid Account Currencies **Account Use**

***Currency Code:** USD **Acct Type:** Check Acct BI AR AP TR EX GP

***Rate Type:** CRRNT DD/AR Draft Cash Ctrl Cash Clearing TRF Charge

***Index:** MODEL Drafts Payable Stmt Accounting

Bank Account Ledger Types

ChartFields	Acct Type	Reference	Fund	ENY	*Account	Alt Acct	Program	Proj
	Cash - AR				1101000	0000000000		
	Cash - AP				1101000	0000000000		
	Cash				1101000	0000000000		

Key Points:

- GL Business Unit and Cash Accounts are maintained here
- Bank Account number is the CTS account number

Reconciliation Rule Setup Illustration

Key Points:

- Reconciliation Rules will be defined and maintained by STO

[External Accounts](#) | [Signatories](#) | [Contacts](#) | **[Reconciliation](#)** | [Account Information](#) | [Collection Methods](#) | [Payment Methods](#)

SetID: STATE Bank: STATE State Bank External Bank ID: 121113423

Account Information
 Bank Account: 421 STATE TREASURER'S OFFICE Target Balance:

Reconciliation
 *Recon Method: Automatic Bank Account #: 421
 Enable Workflow Enforce Bank Statement Edits

Source Type	Source Seq.	Recon Rule	Description	Options	Tolerances	Recon Rule	
Pre-process (before Recon)	5	PS_BANK_STMT_SETUP	Reconciliation Setup Rules	Options	Tolerances		+ -
Recon Process	10	PS_BNK_RCN_DISBRSE	AP Disbursement Rules	Options	Tolerances		+ -
Recon Process	15	PS_BNK_RCN_TRAN	External Transaction Rules	Options	Tolerances		+ -
Recon Process	19	PS_ZZ_BNK_DEPOSIT	Custom AR Deposit Rules	Options	Tolerances		+ -
Recon Process	20	PS_BNK_RCN_DEPOSIT	AR Deposit Rules	Options	Tolerances		+ -
Recon Process	50	PS_BNK_RCN_DEALS	TR Cash Flow Rules	Options	Tolerances		+ -
Post-process (after Recon)	95	PS_BANK_STMT_EXCEP	Reconciliation Exception Rules	Options	Tolerances		+ -

[Save](#) | [Return to Search](#) | [Notify](#) | [Add](#) | [Update/Display](#) | [Correct History](#)

Create Bank Account Illustration

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Banks and Branches](#) > [Bank Branch Information](#) > [External Accounts](#)


Home

SetID: STATE **Bank:** STATE State Bank **External Bank ID:** 121113423

Account Information

Bank Account: 421 STATE TREASURER'S OFFICE

Payment Information [Find](#) | [View All](#) First ◀ 2 of 3 ▶ Last

Payment Method: System Check

Value Date **Holiday Processing Options**

Value Date Days: Value Date **Holiday Options:** Not Applicable

Payment Cutoff Time: ⌚ **Days:** All

Payment Options **Payment Form**

Confirm Numbers **Last Ref Number:**

Positive Payment **Positive Payment Form:**

Payment Schedule **Form ID:**

File Copy **File Copy Form:**

Outstanding/STOP Payment

[Document Sequencing](#) [Prenote](#) [Draft Status](#)

Key Points:

- Payment methods are System Check, Manual Check, ACH
- Outstanding/Stop Payment is controlled at the Bank Account level

Bank Account Transfer Illustration

[Favorites](#) > [Main Menu](#) > [Cash Management](#) > [Settlements](#) > [Select Settlements](#)

[Home](#) | [Worklist](#) | [Add to Favorites](#) | [Sign](#)



[New Window](#) | [Help](#) | [Personalize Page](#)

Select Settlements

[Settlement Search Criteria](#)
[Preferences](#)

Source Unit
Bank Code
Bank Account
Currency
From Date
To Date
***Status**

Total Payable Amount: USD -1,000.00
 Filter by Source: (All)

Payments - (All)

[Personalize](#) | [Find](#) | [View All](#) | |

Select	Source Unit	Source ID	Business Date	Amount	Curr	Stlmt Inst	Cpty	Status	Bank	Account	Cutoff Time	Cutoff Date
<input type="checkbox"/>	3980	BAX000000058	04/29/2014	-1,000.00	USD	0024		Unselected	STATE	122		04/29/2014

[Select All](#)
 [Clear All](#)

Key Points:

- Selected transfers are approved by Bank Account Transfer approver
- Pay Cycle generates the transfer between accounts

[Favorites](#) > [Main Menu](#) > [Cash Management](#) > [Settlements](#) > [Select Settlements](#)

[Home](#)



Select Settlements

[Settlement Search Criteria](#)
[Preferences](#)

Source Unit
Bank Code
Bank Account
Currency
From Date
To Date
***Status**

Total Payable Amount: USD -1,000.00
 Filter by Source: (All)

Payments - (All)

[Personalize](#) | [Find](#) | [View All](#) | |

Select	Source Unit	Source ID	Business Date	Amount	Curr	Stlmt Inst	Cpty	Status	Bank	Account	Cutoff Time	Cutoff Date
<input checked="" type="checkbox"/>	3980	BAX000000058	04/29/2014	-1,000.00	USD	0024		Approved	STATE	122		04/29/2014

[Select All](#)
 [Clear All](#)

Bank Account Transfer Illustration

Bank Account Transfers History

Unit: 0820 **Accounting ID:** 0000000022 **From Bank Code:** STATE **From Bank Account:** 175
Source Code: Bank Xfers **Source ID:** BAX000000021 **To Bank Code:** STATE **To Bank Account:** 021
Acctg Date: 02/21/2014 **Description:** Offline Accounting Build - Bank Transfer **Transaction Date:** 02/21/2014

People Soft Generated Accounting Entries Personalize | Find | View All | First 1-2 of 2 Last

Line Detail	Chartfields	Additional Details	Journal	Document Sequencing					
Line	GL Unit	Amount	Currency	Exchg Rate	Exch Rt Dtl	Monetary Amount	Currency Code	IU Anchor	
1	1 0820	100000.00	USD	1.00000000		100000.00	USD	<input type="checkbox"/>	
2	2 0820	-100000.00	USD	1.00000000		-100000.00	USD	<input checked="" type="checkbox"/>	

Cash Accounting Reclassification Entries Personalize | Find | View All |

Main Information	Chartfields	Journal Reference Information	Budget	Bank			
Line	Description	Monetary Amount	Tax Authority	GL Business Unit	Currency Code	Ledger	
1	1 Cash Reversal	100000.000		0820	USD	MODACCRL	
2	1 Cash Reversal	-100000.000		0820	USD	MODACCRL	
3	2 Cash Reclassification	-100000.000		0820	USD	MODACCRL	
4	2 Cash Reclassification	100000.000		0820	USD	MODACCRL	

Key Points:

- Treasury Accounting & Cash Accounting Entries run via Batch Entries are available for review

Reconcile Statement Illustration

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Bank Statements](#) > [Enter Bank Statements](#)

FI\$Cal

[Bank Balance Entry](#) | [Bank Transaction Entry](#)

Bank ID: 121113423 Account #: 122 Currency:
 Statement ID: 87 **Statement Date: 04/05/2014** Status:
 Load Date/Time: 04/14/2014 1:32:21PM Creation Date: 04/05/2014

Bank & Balances Personalize | Find | View All | First 1-2 of 2 Last

[Bank Balances](#) | [Funds Availability](#)

*Statement Code	Description	Value Date	Balance		
010	OPENING LEDGER	04/05/2014	55,610.00	+	-
015	CLOSING LEDGER	04/05/2014	55,909.00	+	-

[Save](#) | [Return to Search](#) | [Previous in List](#) | [Next in List](#) | [Notify](#) | [Refresh](#) | [Add](#) | [Update/Display](#)

[Bank Balance Entry](#) | [Bank Transaction Entry](#)

Key Points:

- Upload transactions based off of IPS AIAA file & SCO Bank Statements
- Statement Date will be determined by SCO Bank Statement (i.e. date reported to STO/SCO)
- Balances will be calculated by the import process

Reconcile Statement Illustration

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Bank Statements](#) > [Enter Bank Statements](#)


[Home](#) | [W](#)

[Bank Balance Entry](#) | [Bank Transaction Entry](#)

Bank ID: 121113423 **Account #:** 094 **Currency:**
Statement ID: 188 **Statement Date:** 04/16/2014
Load Date/Time: 04/30/2014 10:52:08AM **Creation Date:** 04/16/2014

Bank Transactions [Personalize](#) | [Find](#) | [V](#)

Statement Code	Description	Reference	Bank Date	Transaction Amount	Location Code	Trans Code	Reconciliation Status
175	CHECK DEPOSIT PACKAGE	1094000003	04/16/2014 <input type="text"/> <input type="text"/>	42.00	DAO	Deposits	Unreconciled
475	CHECK PAID	000019	04/16/2014 <input type="text"/> <input type="text"/>	60.55		Check	Unreconciled
495	OUTGOING MONEY TRANSFER	00R0	04/16/2014 <input type="text"/> <input type="text"/>	116.45		Funding Receipt	Unreconciled
399	MISCELLANEOUS CREDIT	5796	04/16/2014 <input type="text"/> <input type="text"/>	119.43		Deposits	Unreconciled
175	CHECK DEPOSIT PACKAGE	1094000004	04/16/2014 <input type="text"/> <input type="text"/>	230.00	DAO	Deposits	Unreconciled
495	OUTGOING MONEY TRANSFER	00R0	04/16/2014 <input type="text"/> <input type="text"/>	230.40		Funding Receipt	Unreconciled

Key Points:

- Reference number will be the deposit number on the deposit slip (from EDF), check number, or JE number
- Location Code has been added to tie to the AR Identifier
- Delivered reconciliation uses Statement Code, Reference ID, Bank Date, Transaction Amount, Trans Code, and Reconciliation Status for processing

Reconcile Statement Illustration

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Analyze Exceptions](#) > [Auto Reconciliation Exceptions](#)



Automatic Reconciliation Exceptions

*Search By:

Search Criteria

Bank ID:
 Account #:

Statement ID:
 Currency Code:

From Date:
 Thru Date:

[Auto Reconciliation Exceptions](#)

[Find](#) | [View All](#)
First 1-3 of 3 Last

	Reference	Exception	Bank / Tran Amt	Bank / Tran Date	Bank Tran Type / Tran Status
<input type="checkbox"/> Reconcile	0001826 None	Not Found In System	250.00	10/10/2014	CHK Check
<input type="checkbox"/> Reconcile	1244000153 None	Not Found In System	2,427.50	10/10/2014	D Deposits
<input type="checkbox"/> Reconcile	1244000154 None	Not Found In System	2,646.00	10/10/2014	D Deposits

Select All
 Clear All

Key Points:

- Items can be matched across dates
- Reduce manual reconciliation through the use of an automated matching process and integrated data management
- Streamlines the data flow and reconciliation process across the Partner Agencies, Departments and Banks
- Items that do not match according to the reconciliation rules, show up in Analyze Exceptions
- Reconciled transactions can be seen under Semi Manual Reconciliation and un-reconciled if necessary

Reconcile Statement Illustration

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Reconcile Statements](#) > [Semi-Manual Reconciliation](#)

[Home](#) | [Worklist](#) | [Add](#)

Semi Manual Reconciliation

*Search By:

Search Criteria

Bank ID: Account #: Statement ID:

From Date: Thru Date: *Reconciliation Status:

From Amount: To Amount: Currency Code:

Bank Transactions					System Transactions				
Select	Reference	Bank Date	Tran Amt	Type	Select	Reference	Tran Date	Tran Amt	Type
<input type="checkbox"/>	000011	04/16/2014	56,000.00	CHK	<input type="checkbox"/>	0000041	05/05/2014		
<input type="checkbox"/>	000010	04/16/2014	200,000.00	CHK	<input type="checkbox"/>	0000042	05/05/2014	8,765.00	CHK Payables
<input type="checkbox"/>	000020	04/16/2014	500.00	CHK	<input type="checkbox"/>	1094000003	04/08/2014	195.50	D Receivables
<input type="checkbox"/>	00R0	04/16/2014	2,852.00	U	<input type="checkbox"/>	1094000004	04/08/2014	941.88	D Receivables
<input type="checkbox"/>	00R0	04/16/2014	858,113.06	U	<input type="checkbox"/>	1094000005	04/08/2014	29.24	D Receivables

Key Points:

- Items can be matched ad-hoc
- Total bank transactions must equal total system transactions
- When items do not match 100% according to the automated reconciliation criteria, semi manual recon can be used to match items

Reconcile Statement Illustration

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Reconcile Statements](#) > [Semi-Manual Reconciliation](#)

[Home](#) | [Worklist](#) | [Ad](#)


New Wind

Semi Manual Reconciliation

*Search By: From Date / Thru Date

Search Criteria

Bank ID:
 Account #:
 Statement ID:

From Date:
 Thru Date:
 *Reconciliation Status:

From Amount:
 To Amount:
 Currency Code: USD

Bank Transactions						System Transactions					
Select	Reference	Bank Date	Tran Amt	Type		Select	Reference	Tran Date			
<input type="checkbox"/>	000007	04/08/2014	200,000.00	CHK		<input type="checkbox"/>	000019	03/17/2014			
<input type="checkbox"/>	000012	04/08/2014	200,000.00	CHK		<input type="checkbox"/>	000020	03/17/2014			
<input type="checkbox"/>	000008	04/08/2014	56,000.00	CHK		<input type="checkbox"/>	000021	02/26/2014			
<input type="checkbox"/>	1285	04/08/2014	1,088.00	D		<input type="checkbox"/>	000022	02/27/2014	102.00	CHK	Payables
<input type="checkbox"/>	5796	04/08/2014	346.51	D		<input type="checkbox"/>	1000009301	03/10/2014	17,515.580	D	Cash Accounting Deposits
<input type="checkbox"/>	5536	04/08/2014	6,855.30	D							

Key Points:

- Depending on accounting configuration, items can only be unreconciled if the associated accounting entries have not been posted to the general ledger

Reconcile Statement Illustration

Favorites > Main Menu > Banking > Reconcile Statements > Manual Reconciliation



Manual Reconciliation

*Search By: From Date / Thru Date

Search Criteria

Bank ID: Account #: *Status:

From Date: Thru Date: Method:

Total Transaction Amount: 10,330,918.79 USD

System Transactions

Personalize | Find | View All

Select	Reconciliation Date	Status	Reference	Transaction Date	Transaction Amount	Method	Source	Status	Detail
<input type="checkbox"/>	05/06/2014	UNR	1094000044	04/29/2014	1,251.25	D	Receivables	Complete	Deposit
<input type="checkbox"/>	05/06/2014	UNR	1094000045	04/29/2014	126,126.20	D	Receivables	Complete	Deposit
<input type="checkbox"/>	05/06/2014	UNR	1094333333	05/06/2014	6.68	D	Receivables	None Appl	Deposit
<input type="checkbox"/>	05/06/2014	UNR	0000023	05/05/2014	19,675.14	CHK	Payables	Paid	Check
<input type="checkbox"/>	05/06/2014	UNR	0000024	05/05/2014	9,812.00	CHK	Payables	Paid	Check
<input type="checkbox"/>	05/06/2014	UNR	0000025	05/05/2014	8,765.00	CHK	Payables	Paid	Check

Key Points:

- This is used for manual ad hoc adjustments that are not recorded on the bank side, or in cases where a credit and a debit on the bank side match to one system transaction

Reconcile Statement Illustration

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Reconcile Statements](#) > [Manual Reconciliation](#)



Manual Reconciliation

Search Criteria

Bank ID:
 Account #:
 *Status:

From Date:
 Thru Date:
 Method:

Total Transaction Amount: 195.50 USD

System Transactions

[Personalize](#) | [Find](#) | [View All](#) | |

Select	Reconciliation Date	Status	Reference	Transaction Date	Transaction Amount	Method	Source	Status	Detail
<input type="checkbox"/>	05/06/2014 <input type="button" value="📅"/>	REC	1094000003	04/08/2014	195.50	D	Receivables	Complete	Deposit

Select All
 Clear All

- Key Points:**
- Manually reconciled items can be unreconciled
 - Reconciliation dates can be adjusted by searching for all manually reconciled items

Reconcile Statement Illustration

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Bank Statements](#) > [Enter Bank Statements](#)



[Bank Balance Entry](#) | [Bank Transaction Entry](#)

Bank ID: 121113423 Account #: 093 Currency: USD
 Statement ID: 177 Statement Date: 07/22/2014 
 Load Date/Time: 08/06/2014 1:25:55PM Creation Date: 07/22/2014  Status: Complete

Key Points:

- Use this to change a bank transaction to “Reconciled” only if necessary
- Must contact the Fiscal Service Center to change back to unreconciled

Bank Transactions Personalize | Find | View All |   First 1 of 1 Last

[Transaction Information](#) | [Recon Information](#) | [Addenda Information](#) 

Statement Code▲	Description▲	Reference	Trans Code	Reconciliation Status	Activity Type
108 	CREDIT (ANY TYPE)	120001	Deposits ▼	Reconciled ▼	  

Report Illustration

Favorites ▾ | Main Menu ▾ > Banking ▾ > Reports ▾ > Bank Statement Register

 Home | Worklist | Add to Favorites | **Sign out**

New Window | Help | 

Bank Statement Register

Run Control ID:

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

Report Illustration

Navigation: Favorites ▾ | Main Menu ▾ > Banking ▾ > Reports ▾ > Bank Statement Register

FI\$Cal Home | Worklist | Add to Favorites | **Sign out**

New Window | Help | Personalize Page | 

Run Control ID: CMSTATEMENT Report Manager Process Monitor **Run**

*Business Unit: 

*Bank ID: 

*Bank Account #: 

Reconciliation Status: 

*From: 

*Thru: 

Report Illustration

Report ID:RPTCM007

FI\$Cal
Bank Statement Register

Page no : 1
Run Date: 02/10/2014
Run Time: 08:30:07

Business Unit: 0840
Bank Number: 121113423
Bank Account: 050
From Date: 10/01/2013

Recon Status: All
Through Date: 01/29/2014

Beginning Balance:	\$0.00
Total Deposit:	\$596,325.00
Total Withdrawal:	\$0.00
Ending Balance:	\$596,325.00

Deposits

Bank Date	Reference	Location	Transaction Amount	Recon Trans Code	Recon Status
12/06/2013	28		\$25.00	Deposits	Reconciled
01/23/2014	1	084	\$100.00	Deposits	Reconciled
01/23/2014	4		\$100.00	Deposits	Reconciled
01/28/2014	1	001	\$100.00	Deposits	Reconciled
01/29/2014	111133		\$596,000.00		Unreconciled

Transaction Amount for Deposits : \$596,325.00 Transactions : 5

Report Illustration

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Recon Exception Report

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

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Search by: Run Control ID begins with

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Reconciliation Exception Report

Run Control ID: EXCEPTIONS Report Manager Process Monitor Run

Report Request Parameters

*Business Unit: 

*Bank ID: 

*Bank Account #: 

Reconciliation Status: 

*From Date: 

*To Date: 

 Save
 Add
 Update/Display

Report Illustration

<div style="display: flex; justify-content: space-between;"> Report ID: RPTCM006 FISCal Page </div> <div style="display: flex; justify-content: center;"> RECONCILIATION EXCEPTION REPORT Run </div> <div style="display: flex; justify-content: flex-end;"> Run </div>												
<p>Contains confidential information and unauthorized use or disclosure is prohibited by State law.</p> <p>Business Unit: 7300 Bank ID: 121113423 Bank Account #: 070 Reconciliation Status: All From Date: 09/01/2015 To Date: 10/01/2015</p>												
Business Unit	Bank ID	Bank Account	Reconciliation Status	From Date	To Date	Transaction Date	Reference ID	Identifier	Bank Transaction	Bank Transaction Status	Bank Transaction Type	Payment Transaction Type
7300	121113423	070	Unreconciled	9/17/2015	9/17/2015	9/17/2015	0089658		\$350.00	Unreconciled	Check	Payables
7300	121113423	070	Not Found In System	9/1/2015	9/1/2015	9/1/2015	0089661		\$139.00	Unreconciled	Check	Payables
7300	121113423	070	Not Found In System	9/10/2015	9/10/2015	9/10/2015	0089668		\$550.00	Unreconciled	Check	Payables
7300	121113423	070	Not Found In System	9/16/2015	9/16/2015	9/16/2015	0089669		\$750.00	Unreconciled	Check	Payables
7300	121113423	070	Not Found In System	9/21/2015	9/21/2015	9/21/2015	0089670		\$500.00	Unreconciled	Check	Payables
7300	121113423	070	Not Found In System	9/22/2015	9/22/2015	9/22/2015	0089671		\$3,606.15	Unreconciled	Check	Payables
7300	121113423	070	Not Found In System	9/28/2015	9/28/2015	9/28/2015	0089673		\$3,885.86	Unreconciled	Check	Payables
7300	121113423	070	Not Found In System	9/30/2015	9/30/2015	9/30/2015	0089674		\$800.00	Unreconciled	Check	Payables
7300	121113423	070	Not Found In System	10/1/2015	10/1/2015	10/1/2015	0089678		\$3,217.49	Unreconciled	Check	Payables
<p>Total Exception Transactions: 9</p> <p>Total Bank Exception Amount: \$13,798.50</p> <p>Total PS Exception Amount: \$0.00</p>												
End of Report												
<p>Contains confidential information and unauthorized use or disclosure is prohibited by State law.</p>												

Report Illustration

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Reconciliation Aging Report

Run Control ID:

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Reconciliation Aging Report

Run Control ID: AGING_REPORT [Report Manager](#) [Process Monitor](#) Run

Report Request Parameters

*Business Unit: <input type="text" value="0820"/>	*As Of Date: <input type="text" value="02/11/2014"/>	
*Bank ID: <input type="text" value="121113423"/>	<input checked="" type="radio"/> Display Aging	
*Bank Account #: <input type="text" value="175"/>	<input type="radio"/> Do Not Display Aging	

Save Notify
Add Update/Display

Report Illustration

Report ID: RPTCM002

**FI\$Cal
Reconciliation Aging Report**

Page No:1
Run Date: February 11, 2014
Run Time: 10:27:59

Business Unit 0820
Bank 121113423
Bank Account # 175
As of Date 2014-01-23
Transaction Type AP

AP - Account Payable

Payment ID	Payment Date	Current Payment Status	Amount
000000003	2014-01-13	Unreconciled	\$499.11
000000004	2014-01-13	Unreconciled	\$108.00
000000005	2014-01-13	Unreconciled	\$216.00
000000006	2014-01-13	Unreconciled	\$324.00
000000007	2014-01-13	Unreconciled	\$432.00
000000008	2014-01-13	Unreconciled	\$540.00
000000009	2014-01-13	Unreconciled	\$648.00
000000010	2014-01-13	Unreconciled	\$864.00
000000011	2014-01-13	Unreconciled	\$972.00
000000012	2014-01-13	Unreconciled	\$756.00
000000013	2014-01-14	Unreconciled	\$500.00

Report Illustration

Report ID: RPTCM002

FI\$Cal
Reconciliation Aging Report

Page No:1
Run Date: February 11, 2014
Run Time: 10:27:59

Business Unit 0820
Bank 121113423
Bank Account # 175
As of Date 2014-01-23
Transaction Type AP

AP - Account Payable

Payment ID	Payment Date	Current Payment Status	Amount	Due in 1-30 Days	Due in 31-60 Days	Due in 61-90 Days	Due in 91-120 Days	Over 120 Days
0000000003	2014-01-13	Unreconciled	\$499.11	\$ 0.00	\$ 499.11	\$ 0.00	\$ 0.00	\$ 0.00
0000000004	2014-01-13	Unreconciled	\$108.00	\$ 0.00	\$ 108.00	\$ 0.00	\$ 0.00	\$ 0.00
0000000005	2014-01-13	Unreconciled	\$216.00	\$ 0.00	\$ 216.00	\$ 0.00	\$ 0.00	\$ 0.00
0000000006	2014-01-13	Unreconciled	\$324.00	\$ 0.00	\$ 324.00	\$ 0.00	\$ 0.00	\$ 0.00
0000000007	2014-01-13	Unreconciled	\$432.00	\$ 0.00	\$ 432.00	\$ 0.00	\$ 0.00	\$ 0.00
0000000008	2014-01-13	Unreconciled	\$540.00	\$ 0.00	\$ 540.00	\$ 0.00	\$ 0.00	\$ 0.00
0000000009	2014-01-13	Unreconciled	\$648.00	\$ 0.00	\$ 648.00	\$ 0.00	\$ 0.00	\$ 0.00
0000000010	2014-01-13	Unreconciled	\$864.00	\$ 0.00	\$ 864.00	\$ 0.00	\$ 0.00	\$ 0.00
0000000011	2014-01-13	Unreconciled	\$972.00	\$ 0.00	\$ 972.00	\$ 0.00	\$ 0.00	\$ 0.00
0000000012	2014-01-13	Unreconciled	\$756.00	\$ 0.00	\$ 756.00	\$ 0.00	\$ 0.00	\$ 0.00
0000000013	2014-01-14	Unreconciled	\$500.00	\$ 0.00	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00