FLEXIBLE PERIOD REPORT

FINANCIALS MENU

A

GENERAL LEDGER MENU

F

INQUIRIES AND REPORTS MENU

F

FLEXIBLE PERIOD REPORT

MUNIS App Center v1.35 - FRANKLIN COUNTY - Lxhe	dges - 12/15	15/2006	<u>- CX</u>
MUNIS Application Menu	🙆 Main	n 🕐 Info	
MUNIS Application Menu System Financials A. General Ledger A. Set-Up/Chart of Accounts Menu B. Misc File Maintenance Menu C. Journal Entry / History Menu D. End of Period Menu F. Inquiries and Reports Menu F. Inquiries and Reports Menu C. G/L Account Inquiry B. YDD Budget Report C. G/L Report Writer Functions D. Last Year Budgetary Report G. Major Fund Report G. Anjor Fund Report G. Project Accounting Menu B. Budget C. Purchasing D. Accounts Payable E. Inventory F. Treasury Management		Info Image: Info Image: Ima	
 G. Fixed Assets H. Work Orders and Job Cost I. G/L Account Inquiry General Revenues Property Revenues ☑ Help 			
<	<		>
			OVR

🛛 Flexible Period Report - MUNIS [FRANKLIN COUNTY]						
<u>File Edit T</u> ools <u>H</u> elp						
Action Segment Find Report Options						
	Project Click on the binoculars to find a data set. You can also use the keyboard shortcut (Ctrl + F).					
	Account status					
Query the current of	latabase table using seg-account method.	0VR				

Click on the binoculars to find a data set. You can also use the keyboard shortcut (Ctrl + F).

Note: Segment Find allows you to search using more specific fields not in the Find search.

Org Enter Org code (i.e. 1321????)

Object Enter Object code (i.e. 54* for all Capital outlays)

Enter

Enter





After making all the report selections, press Enter or click on the green check mark in the upper left-hand corner of the window.

Click on the red X to close this window and return to the Flexible Period Report query window.

🛛 Flexible Period Report - MUNIS [FRANKLIN COUNTY]				
<u>File Edit Tools H</u> elp				
Action Source title Company 12010000				
Deschort Cat				
Click on the File menu then Output to send				
the report to the printer				
the report to the printer.				
Account status				
Print 🗵				
- Printer				
Name: Properties				
ID:				
Ontions Conjes				
Print to File				
Landscape				
V OK Cancel				
Click on Local Print				
OVR				
29 Recora(s) touna.				

Print	? 🗵
Printer	
Name: \\fcdcps01\AUDRREPT	Properties
Status: Ready	
Type: HP LaserJet 4250 PCL 6	
Where: 21st FI Auditor Rep_ip 10.100.21	.11
Comment: HP LaserJet 4250 PCL 6	Print to file
Print range	Copies
	Number of copies: 1
C Pages from: to:	
C Selection	1 2 3 Collate
	OK Cancel

Click on OK

