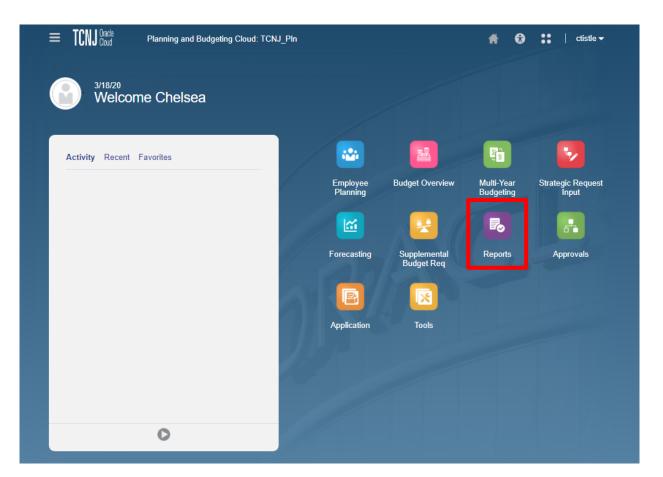


REPORTS OVERVIEW





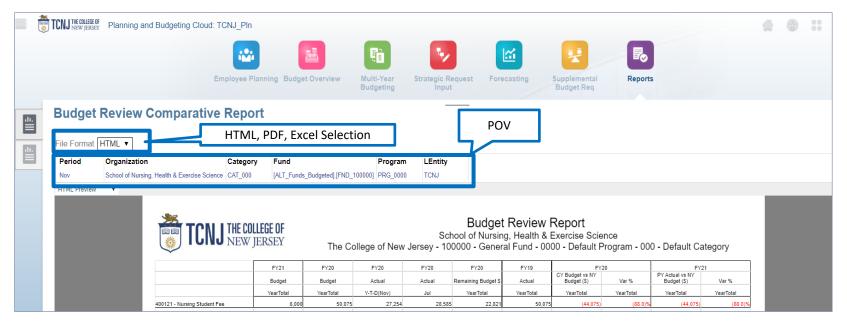
Reports in PBCS are predefined, highly formatted reports that are executed based on PBCS datasets and user selections.

Reports can be viewed in HTML, PDF and Excel format.

To access Reports: Select the **Reports** card

REPORT VIEWING & PRINTING



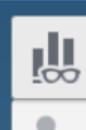


Reports can be run in HTML (View Online), PDF (Print), or Excel format. In PDF view hover over the report with your mouse until the printer icon appears. Print as usual.

Click directly on the members in the POV to update the Report.

REPORTS OVERVIEW





Budget Review Comparative Report

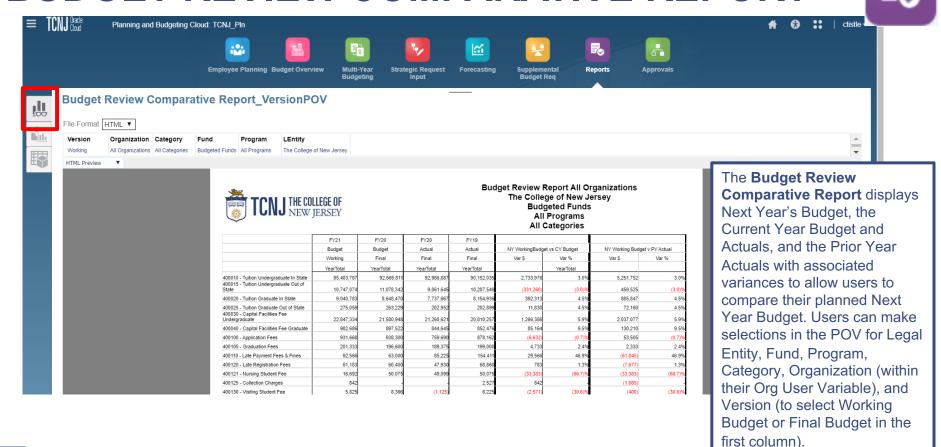


Summary Rev and Exp by Fund Report



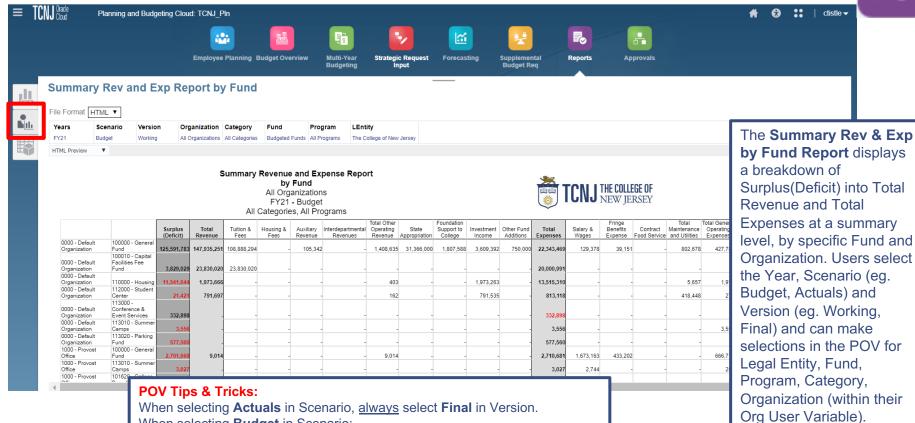
KPI's, Budget & Actual Review Trending Reports

BUDGET REVIEW COMPARATIVE REPORT



SUMMARY REV AND EXP BY FUND REPORT



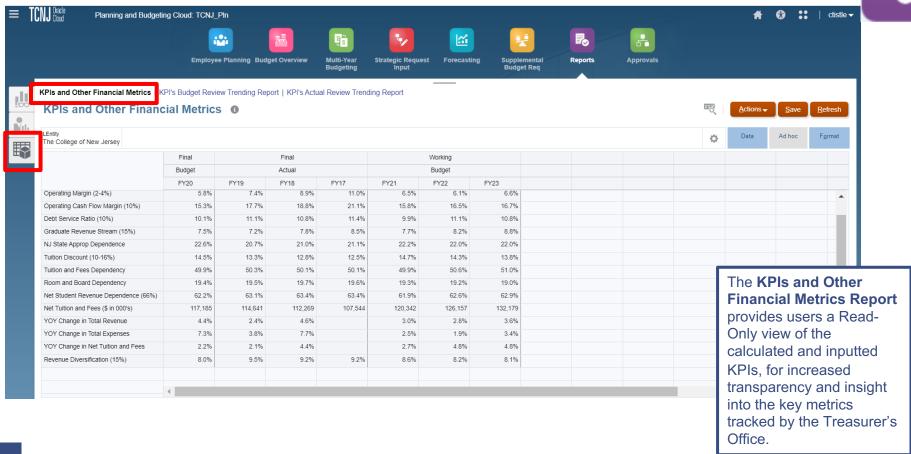


If you're selecting the current FY or a prior FY, select **Final** in Version. If you're selecting next FY or a future FY, select **Working** in Version.

When selecting **Budget** in Scenario:

KPIs AND OTHER FINANCIAL METRICS

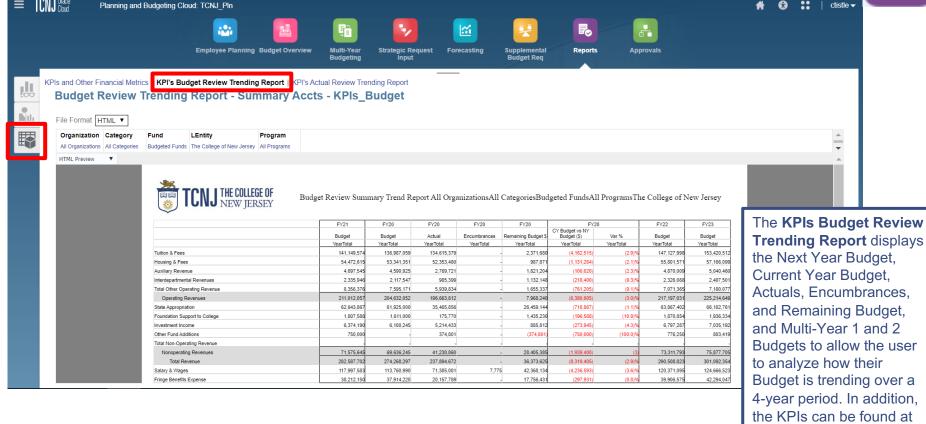




KPIs BUDGET REVIEW TRENDING REPORT

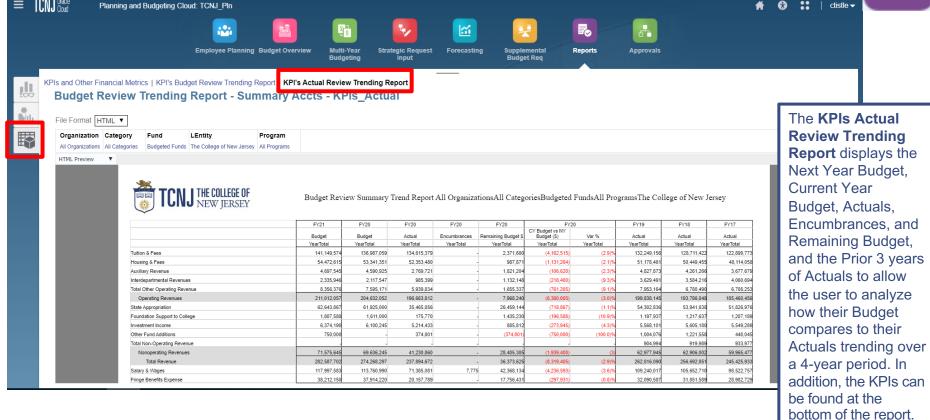


the bottom of the report.



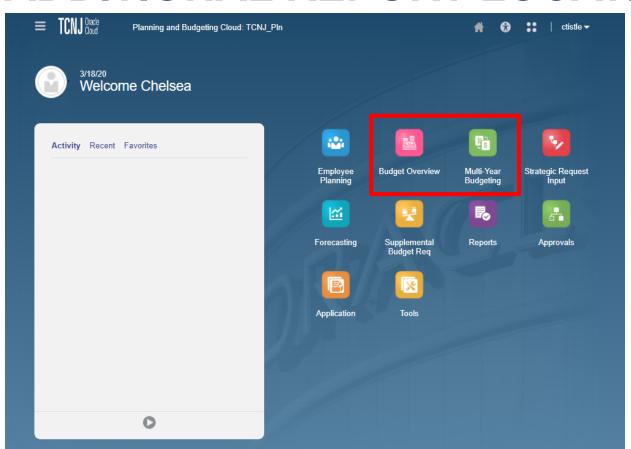
KPIs ACTUAL REVIEW TRENDING REPORT





ADDITIONAL REPORT LOCATIONS





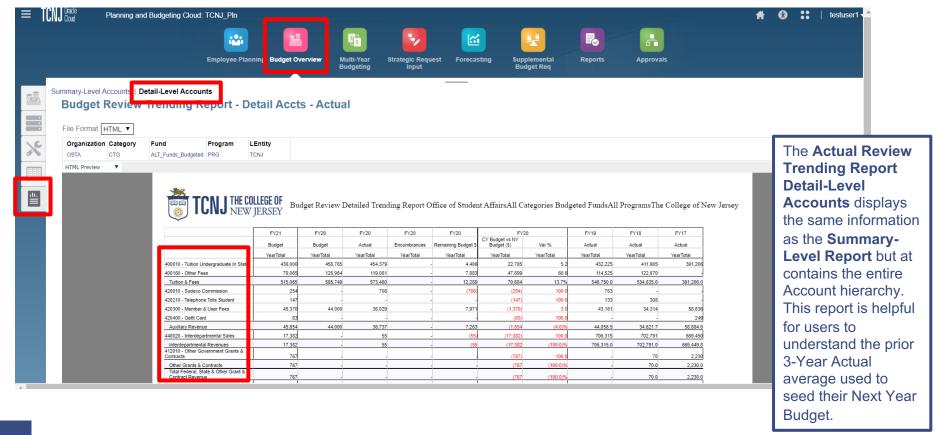
Additional Reports can be found in the **Budget Overview** and **Multi- Year Budgeting Cards**.

ACTUAL REVIEW TRENDING REPORT SUMMARY-LEVEL ACCOUNTS

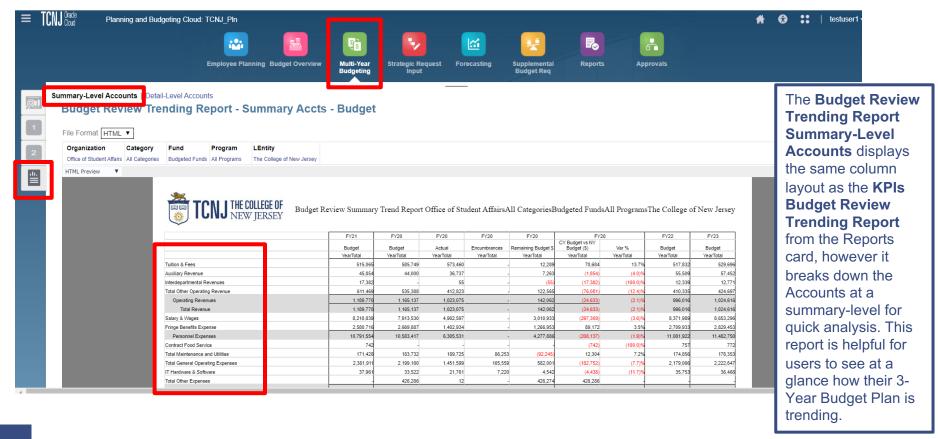


The Actual Review **Trending Report Summary-Level Accounts** displays the same column layout as the KPIs **Actual Review Trending Report** from the Reports card, however it breaks down the Accounts at a summary-level for quick analysis. This report is helpful for users to understand the prior 3-Year Actual average used to seed their Next Year Budget.

ACTUAL REVIEW TRENDING REPORT DETAIL-LEVEL ACCOUNTS



BUDGET REVIEW TRENDING REPORT SUMMARY-LEVEL ACCOUNTS



BUDGET REVIEW TRENDING REPORT DETAIL-LEVEL ACCOUNTS

