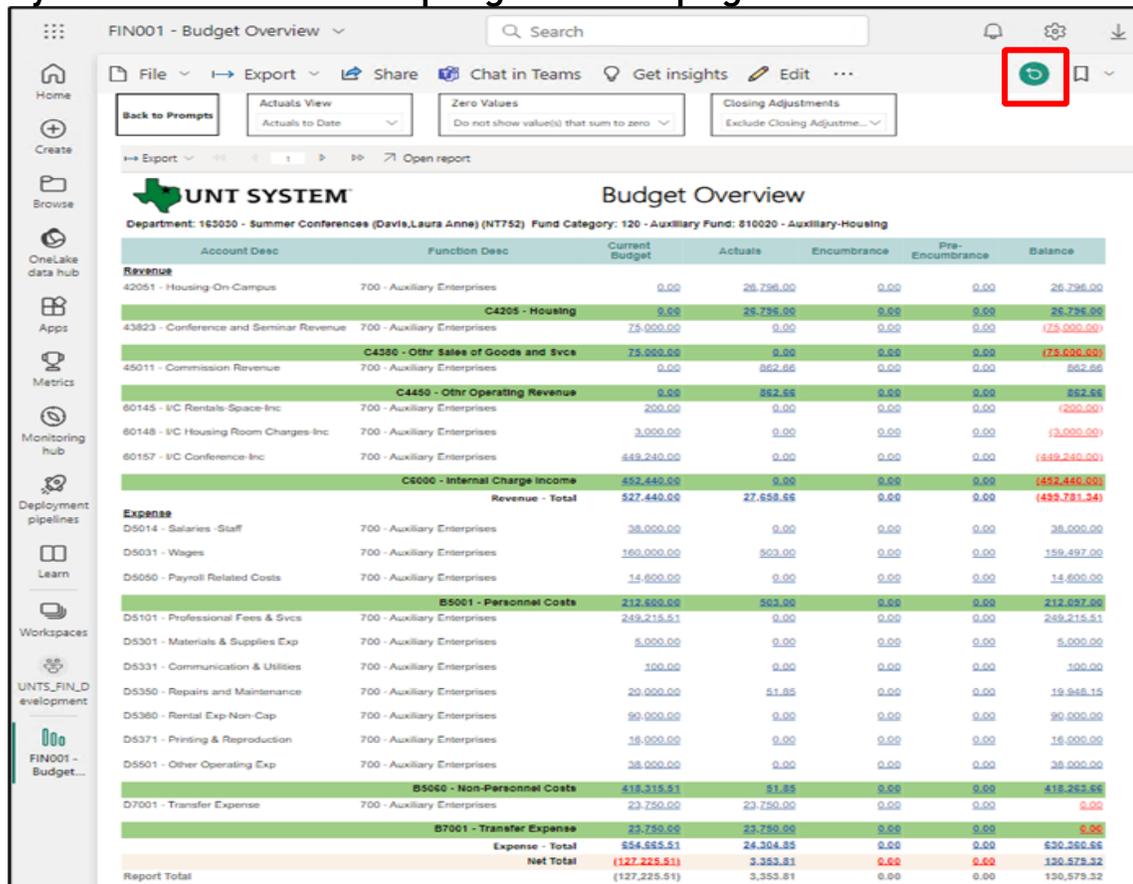


How-To Reset Filters and Clear Selections

- Upon running your report and seeing the results of your filters and chart string selections, if you'd like to clear that and select something new, that can be done by clicking this

symbol  at the top right of the page as seen below:



The screenshot shows the 'Budget Overview' report for the UNT System. The report is titled 'Budget Overview' and includes a table with columns for Account Desc, Function Desc, Current Budget, Actuals, Encumbrance, Pre-Encumbrance, and Balance. The table is divided into Revenue and Expense sections. A red box highlights a circular reset icon in the top right corner of the report area.

Account Desc	Function Desc	Current Budget	Actuals	Encumbrance	Pre-Encumbrance	Balance
Revenue						
42051 - Housing-On-Campus	700 - Auxiliary Enterprises	0.00	28,798.00	0.00	0.00	28,798.00
C4205 - Housing		0.00	28,798.00	0.00	0.00	28,798.00
43823 - Conference and Seminar Revenue	700 - Auxiliary Enterprises	78,000.00	0.00	0.00	0.00	(78,000.00)
C4380 - Othr Sales of Goods and Svcs		75,000.00	0.00	0.00	0.00	(75,000.00)
45011 - Commission Revenue	700 - Auxiliary Enterprises	0.00	862.66	0.00	0.00	862.66
C4490 - Othr Operating Revenue		0.00	862.66	0.00	0.00	862.66
60145 - I/C Rentals-Space-Inc	700 - Auxiliary Enterprises	200.00	0.00	0.00	0.00	(200.00)
60148 - I/C Housing Room Charges-Inc	700 - Auxiliary Enterprises	3,000.00	0.00	0.00	0.00	(3,000.00)
60157 - I/C Conference-Inc	700 - Auxiliary Enterprises	469,240.00	0.00	0.00	0.00	(469,240.00)
C6000 - Internal Charge Income		452,440.00	0.00	0.00	0.00	(452,440.00)
Revenue - Total		527,440.00	27,658.66	0.00	0.00	(499,781.34)
Expense						
D5014 - Salaries -Staff	700 - Auxiliary Enterprises	38,000.00	0.00	0.00	0.00	38,000.00
D5031 - Wages	700 - Auxiliary Enterprises	160,000.00	503.00	0.00	0.00	159,497.00
D5050 - Payroll Related Costs	700 - Auxiliary Enterprises	14,600.00	0.00	0.00	0.00	14,600.00
B5001 - Personnel Costs		212,600.00	503.00	0.00	0.00	212,097.00
D5101 - Professional Fees & Svcs	700 - Auxiliary Enterprises	249,215.51	0.00	0.00	0.00	249,215.51
D5301 - Materials & Supplies Exp	700 - Auxiliary Enterprises	5,000.00	0.00	0.00	0.00	5,000.00
D5331 - Communication & Utilities	700 - Auxiliary Enterprises	100.00	0.00	0.00	0.00	100.00
D5350 - Repairs and Maintenance	700 - Auxiliary Enterprises	20,000.00	51.85	0.00	0.00	19,948.15
D5360 - Rental Exp-Non-Cap	700 - Auxiliary Enterprises	90,000.00	0.00	0.00	0.00	90,000.00
D5371 - Printing & Reproduction	700 - Auxiliary Enterprises	16,000.00	0.00	0.00	0.00	16,000.00
D5501 - Other Operating Exp	700 - Auxiliary Enterprises	38,000.00	0.00	0.00	0.00	38,000.00
B5060 - Non-Personnel Costs		418,215.51	51.85	0.00	0.00	418,267.36
D7001 - Transfer Expense	700 - Auxiliary Enterprises	23,750.00	23,750.00	0.00	0.00	0.00
B7001 - Transfer Expense		23,750.00	23,750.00	0.00	0.00	0.00
Expense - Total		554,655.51	24,304.85	0.00	0.00	530,350.66
Net Total		(127,225.51)	3,353.81	0.00	0.00	130,578.32
Report Total		(127,225.51)	3,353.81	0.00	0.00	130,578.32

- You can also clear individual prompts by going back to the filter prompts page by clicking the “Back To Prompts” button then at the top corner of the individual filter box clicking the eraser icon 

FIN001 - Budget Overview

This report reflects Budget Overview, also known as Commitment Control, from PeopleSoft (EIS). This is the official report for the University of North Texas System and its components.

**Please make note that if you are using this report to view Sponsored Project Data, it is recommended to use the Project Summary Report.*

If you have questions regarding this report, be sure to consult your local Sponsored Projects Office for clarification.

In general, reports are sourced from the Data mart, which is refreshed every night. You can expect reports to be available from 12 AM to 9 PM.

Please select Parameters Below

Business Unit All Business Units	Budget Period 2024	Thru Accounting Period []
Department ID/Descr or Manager Search <input type="checkbox"/> 100000 - Office of the President (Smatresk,Neal ... <input type="checkbox"/> 100001 - Division of Planning (Rohwer,Debbie A... <input checked="" type="checkbox"/> 100003 - Pres-Gen (Buchanan,Stacy Lynn) <input type="checkbox"/> 100004 - Pres Events Management (Wheeler,Me... <input type="checkbox"/> 100005 - State Empl Charitable Camp (Condrey,... <input type="checkbox"/> 100100 - Univ Integrity and Compliance (Simmo... <input type="checkbox"/> 110000 - Provost-Gen (Everett,Brandi Lynn)	Department Choices 100003,928000,928999	Account Type <input checked="" type="checkbox"/> Revenue <input checked="" type="checkbox"/> Expense
Department Tree Selections <input checked="" type="radio"/> Department Tree Cascading Prompts <input type="radio"/> Expandable Department Tree <input type="radio"/> Select and Search Departments (only B's and C's)	Department Tree Selection Options	KK Group <input checked="" type="checkbox"/> Budgetary <input checked="" type="checkbox"/> Non-Budgetary <input checked="" type="checkbox"/> Non-Sponsored Projects <input type="checkbox"/> Sponsored Projects
Project ID/Descr or Manager Search - () <input checked="" type="checkbox"/> 013127 - NIA Cunningham 03/17 () <input type="checkbox"/> 1000002 - Stadium (Smatresk,Neal Joseph) <input checked="" type="checkbox"/> 1000003 - Shuttle Buses (Jackson,Scott Calvin) <input checked="" type="checkbox"/> 1000004 - Chestnut Hall Projects (With,Elizabeth... <input checked="" type="checkbox"/> 1000005 - Auxiliary Svcs Project Clear (Ormand,... <input type="checkbox"/> 1000012 - Bruce Hall-HVAC (Ormand,Eddie Kristi... <input type="checkbox"/> 1000015 - Residence Hall Fire Sprinklers (Orman...	Project Choices 013127 1000005 1000003 100000... 4	Ledger All
Zero Values Do not show value(s) that sum to zero	Closing Adjustments Exclude Closing Adjustments	Project Status Exclude Inactive Project
		Actuals View Actuals to Date
		Balance View Show All