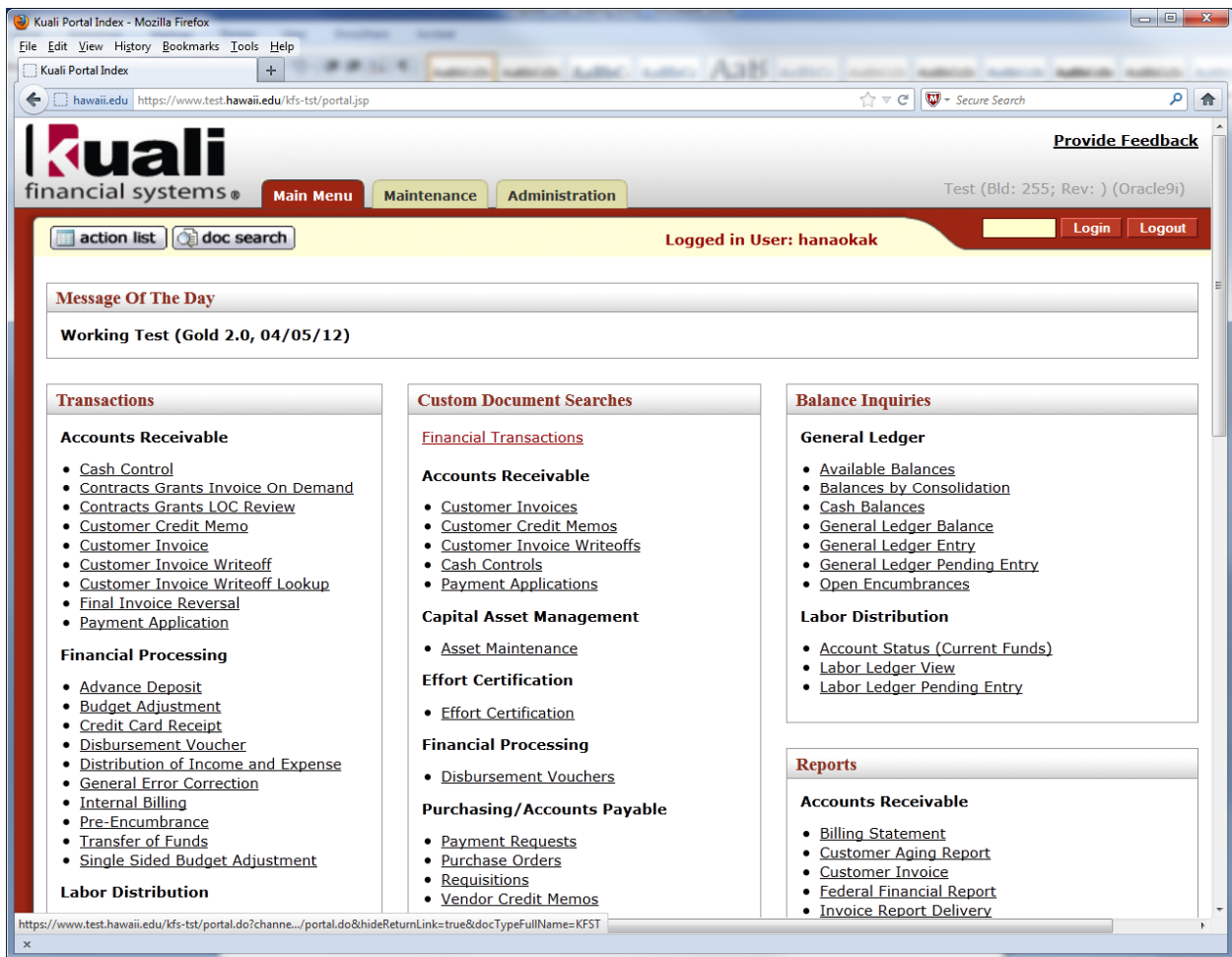


View Pseudo Account Balance

Overview

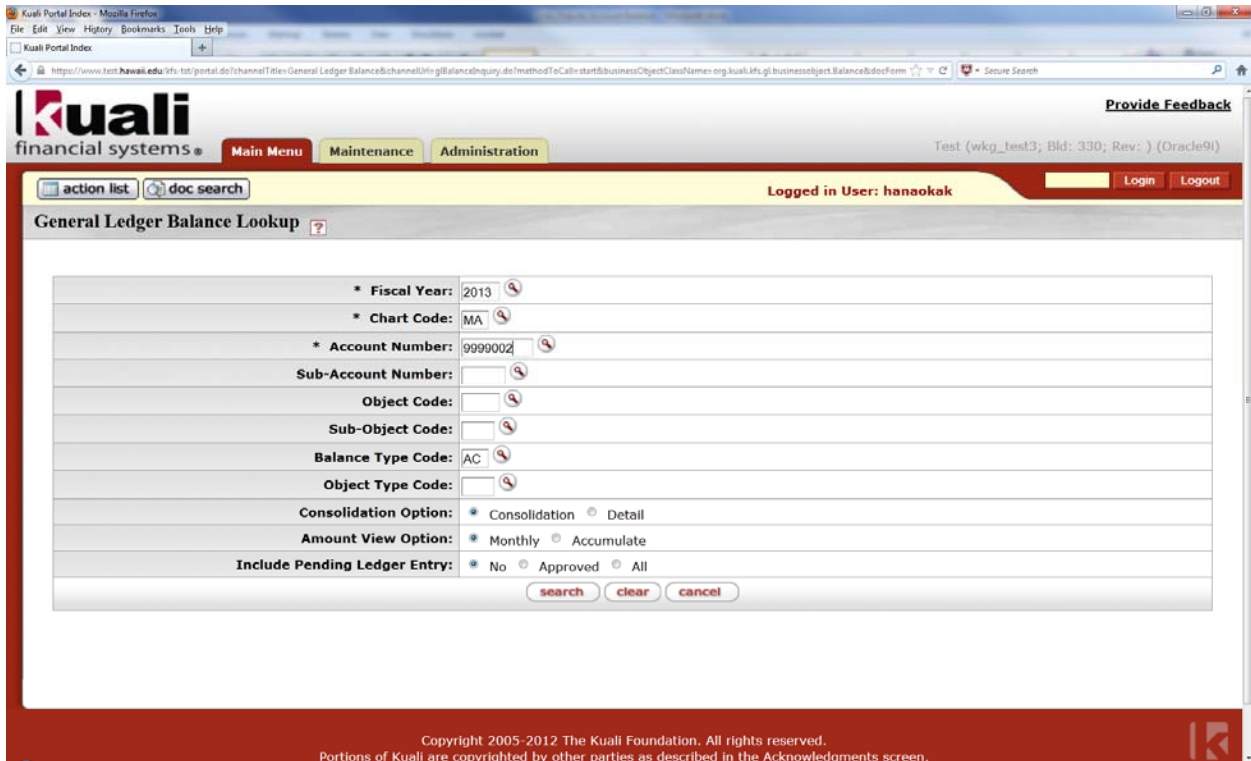
Periodically, the pseudo account should be checked to ensure that transactions there net to zero. Balances can be viewed in KFS by using the Balance Inquiries> General Ledger Balance link.

Step #	Procedure
1.	<p>Main Menu tab>Balance Inquiries>General Ledger Balance</p> <p>Click the “General Ledger Balance” link.</p>



DOCUMENT OVERVIEW

Step #	Procedure
2.	Enter Chart Code and Account Number . For example, Chart Code: "MA" Account Number: "9999002"
3.	Click the "Search" button.



SEARCH RESULTS

Step #	Procedure
4.	<p>The search results will appear below the button bar.</p> <p>NOTE: The Account Line Annual Balance Amount represents the total amount for the <u>fiscal year</u>. To obtain the inception to date total, the Balance Inquiries>Available Balance query must be run.</p> <p>The important thing to note is that the Account Annual Balance Amount for both 7812 – CS Direct Costs (Transfers Out in pseudo account) and 8100 – Claim on Cash net to zero.</p>

2 items retrieved, displaying all items.

Fiscal Year	Chart Code	Account Number	Sub-Account Number	Object Code	Sub-Object Code	Balance Type Code	Object Type Code	Beginning Balance Line Amount	Contracts Grants Beginning Balance Amount	Account Line Annual Balance Amount	
2013	MA	9999002	*ALL*	7812	*ALL*	AC	*ALL*	0.00	0.00	0.00	
				July	0.00	October	0.00	January	0.00	April	0.00
				August	0.00	November	0.00	February	0.00	May	0.00
				September	0.00	December	0.00	March	0.00	June	0.00
								Year End	0.00		

Fiscal Year	Chart Code	Account Number	Sub-Account Number	Object Code	Sub-Object Code	Balance Type Code	Object Type Code	Beginning Balance Line Amount	Contracts Grants Beginning Balance Amount	Account Line Annual Balance Amount	
2013	MA	9999002	*ALL*	8100	*ALL*	AC	*ALL*	0.00	0.00	0.00	
				July	0.00	October	0.00	January	0.00	April	0.00
				August	0.00	November	0.00	February	0.00	May	0.00
				September	0.00	December	0.00	March	0.00	June	0.00
								Year End	0.00		

Export options: [CSV](#) | [spreadsheet](#) | [XML](#)

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Step #	Procedure
5.	<p>Note: There are transactions occurring under these object codes that result from the KFS cash transfers from the pseudo account to the cost sharing subaccount, which happens behind the scenes. Clicking on the dollar link next to the desired month reveals the transactions.</p>

KFS - Lookup - Mozilla Firefox
 File Edit View History Bookmarks Tools Help
 Kualii Portal Index KFS: Lookup
 https://www.test.hawaii.edu/kfs-1st/gl/ModifiedInquiry.do?businessObjectClass=org.kualii.kfs.gl.businessobject.Entry&financialObjectCode=7812&returnLocation=portal.do&scope=glEntry

General Ledger Entry Lookup

16 items retrieved, displaying all items.

Fiscal Year	Chart Code	Account Number	Sub-Account Number	Object Code	Sub-Object Code	Balance Type Code	Object Type Code	Fiscal Period	Document Type	Origin Code	Document Number	Transaction Ledger Entry Description	Transaction Ledger Entry Amount	Debit Credit Code	Transaction Date	Organization Document Number	Project Code
2013	MA	9999002	-----	7812	---	AC	IE	02	IF	CS	CSHR08/20	GENERATED COST SHARE FROM 6661887	2,500.00	C	08/20/2012		-----
2013	MA	9999002	-----	7812	---	AC	IE	02	IF	CS	CSHR08/20	GENERATED COST SHARE FROM 6661887	959.00	C	08/20/2012		-----
2013	MA	9999002	-----	7812	---	AC	IE	02	IF	CS	CSHR08/20	GENERATED COST SHARE FROM 6661887	2,500.00	D	08/20/2012		-----
2013	MA	9999002	-----	7812	---	AC	IE	02	IF	CS	CSHR08/20	GENERATED COST SHARE FROM 6661887	959.00	D	08/20/2012		-----
2013	MA	9999002	-----	7812	---	AC	IE	02	IF	CS	CSHR08/20	GENERATED COST SHARE FROM 6661887	1,638.00	C	08/20/2012		-----
2013	MA	9999002	-----	7812	---	AC	IE	02	IF	CS	CSHR08/20	GENERATED COST SHARE FROM 6661887	200.00	C	08/20/2012		-----
2013	MA	9999002	-----	7812	---	AC	IE	02	IF	CS	CSHR08/20	GENERATED COST SHARE FROM 6661887	5,000.00	C	08/20/2012		-----