



SCHEDULE REPORTS AND MANAGE REPORT OUTPUT

Quick Reference Guide GEN-05

GEN

Purpose

The purpose of this Quick Reference Guide (**QRG**) is to explain how to schedule reports to run automatically in the North Carolina Financial System (**NCFS**) Cash Management System.

Introduction

The purpose of this Quick Reference Guide is to explain how to schedule reports to run automatically in the North Carolina Financial System. This also covers how to schedule report output.

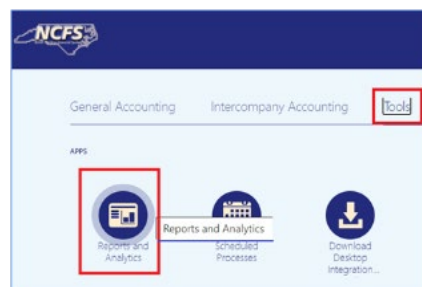
Scheduling is a very important feature for any reporting system. It enables you to schedule long-running reports to be run when the system load is lowest or to have frequently used reports delivered to your email daily, weekly, hourly, or monthly.

NCFS is configured with a Report Scheduler by default.

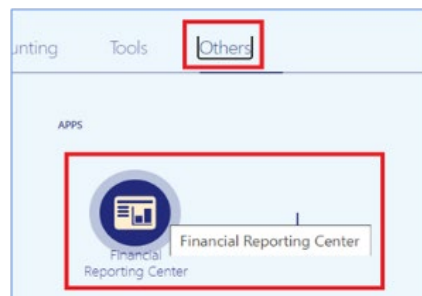
Schedule a Report: Overview

Reports can be scheduled to run from different work areas. However, the process remains the same.

1. From Home > Tools > Reports and Analytics

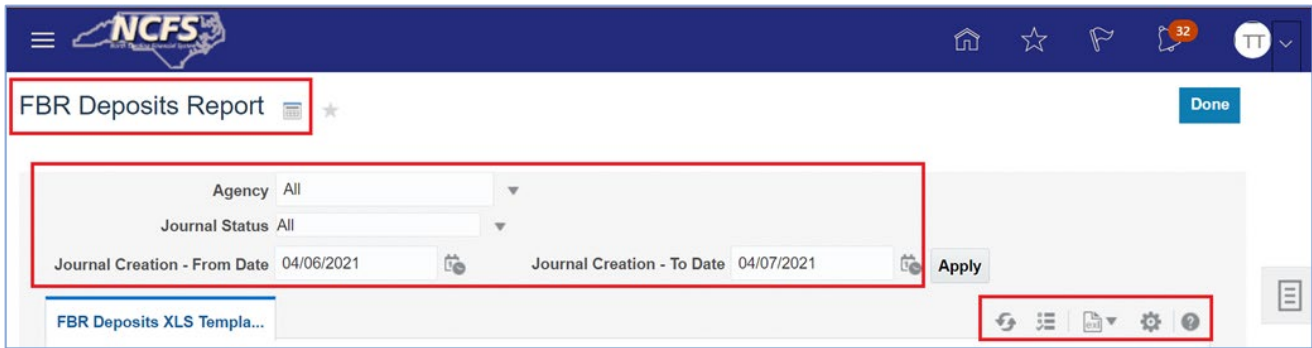


From Home > Financial Reporting Center

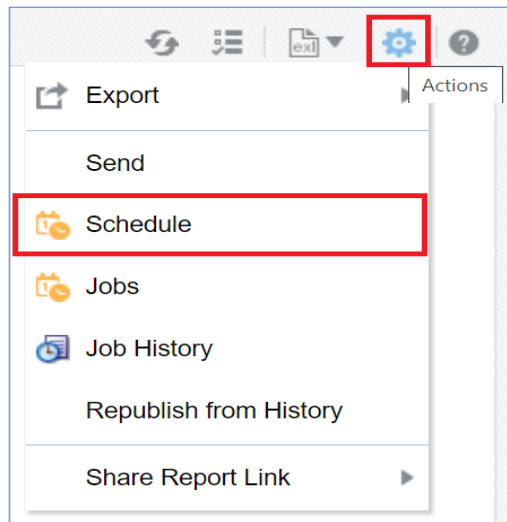


Schedule a Report - Tasks

Select a Report. Parameter choices appear.

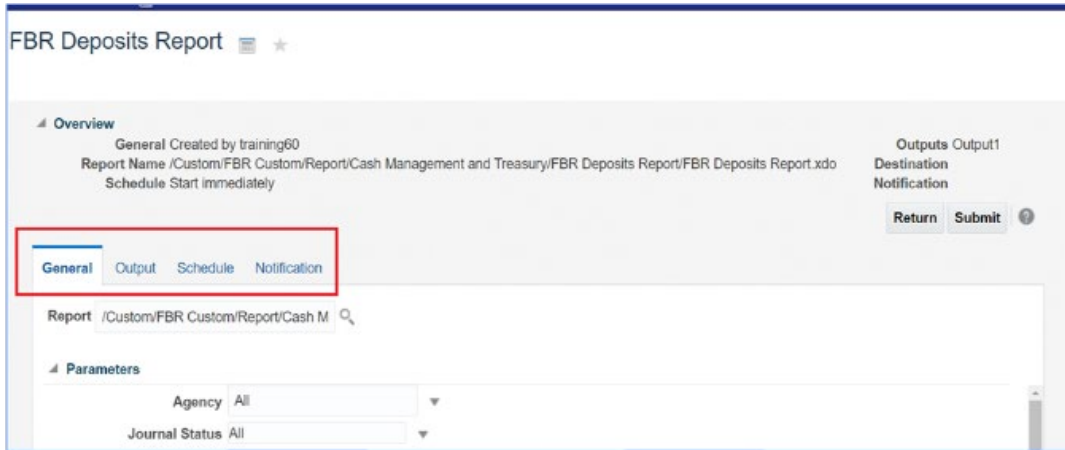


From the toolbar on the right, click on the gear (Actions) icon. Then select Schedule.



The **Schedule Report Job** page contains four tabs to define the options for your report job:

- General
- Output
- Schedule
- Notification

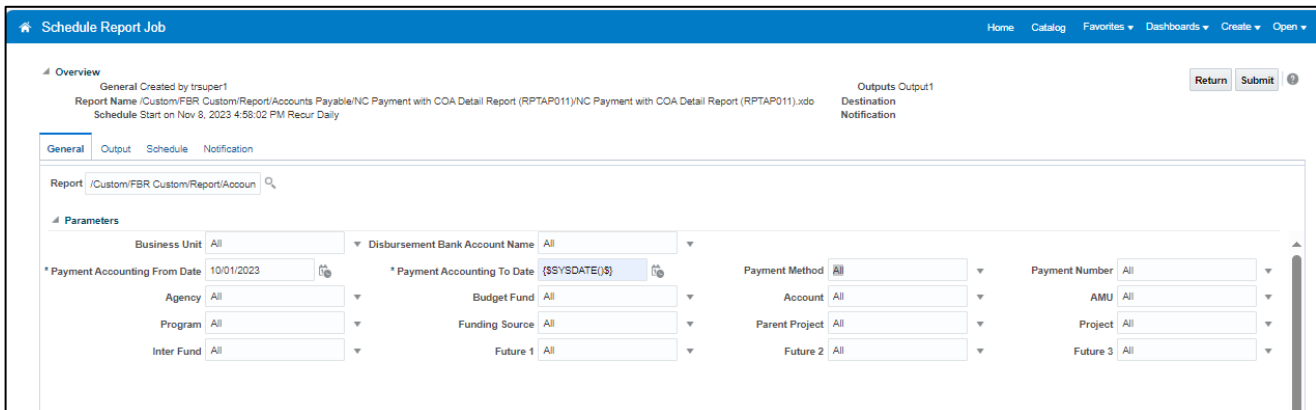


1. General Tab

The **Schedule Report Job** page activates the **General** tab by default.

Leave the default selected parameters as they are or change them to suit your requirement.

Note: Many FBR pre-built reports now have 'Current' and 'Prior' as valid parameter values for Accounting Period.



2. Output Options Tab

On the **Schedule Report Job** page, click the Output tab.

1. The tab has two sections: **Output and Destination**. You can accept the default values in each section or update them, based on your needs.
2. The Output Table creates multiple outputs for one or more layouts by using a combination of output format, locale, time zone, and calendar.
3. In the Destination section, you can enter an email address. To deliver a report to multiple destinations, click Add Destination and continue adding destinations as needed.

The screenshot displays the 'Output Options' configuration page. At the top, there are tabs for 'General', 'Output', 'Schedule', and 'Notification'. The 'Output' tab is active. Below the tabs, there are checkboxes for 'Make Output Public', 'Save Data for Republishing' (checked), and 'Compress output prior to delivery'. A table lists the output configurations:

Name	Layout	Format	Locale	Timezone	Calendar	Save Output
Output1	FBR Deposits XLS Temp	Excel (*.xls)	English (United States)	(UTC-05:00) New York - Eastern Time (ET)	Gregorian	<input checked="" type="checkbox"/>

Below the table is the 'Destination' section. It includes a dropdown menu set to 'Email' and an 'Add Destination' button. A form for email configuration is visible, with fields for 'To' (containing 'Username@osc.nc.gov'), 'Cc', 'Reply to', and 'Subject' (containing 'Daily Deposit Report'). There are also checkboxes for 'Request Delivery Status Notification' and 'Request Read Receipt'.

- When running any report, always use the default Destination Type: Email.
- Please do not click on the dropdown and do not select 'Printer'. If you select 'Printer' option, it MAY let you select one of the Check Printers, which will cause additional issues.
- After report completion, you can **download the report to laptop and print from your laptop to local printer.**

NOTE: If the output file is too big to send to the email destination, you will need to click on Output1 link and the report will be downloaded. From your Downloads folder, you may select this output for printing. Navigation steps are detailed in the Managing Report Output section of this QRG.

3. Schedule Options Tab

On the **Schedule Report Job** page, click the **Schedule** tab.

2. Select **Frequency** options that meet your specific timing requirements. For example, you might want to generate reports every Friday, or every morning, or according to some other date pattern.
4. Once
5. Hourly
6. Minute
7. Daily
8. Weekly
9. Monthly
10. Annually
11. On specific dates (Use the date selectors to specify the start and end dates.)

Overview
 General Created by training60
 Report Name /Custom/FBR Custom/Report/Cash Management and Treasury/FBR Deposits Report/FBR Deposits Report.xdo
 Schedule Start on Apr 7, 2021 3:01:37 PM Recur Daily
 Outputs Output1
 Destination Email
 Notification
 Return Submit

General Output **Schedule** Notification

Define Schedule Time

Frequency **Daily**

Every 1 day(s)

Start Apr 7, 2021 3:01:37 PM (UTC-05:00) New York - Eastern Time (ET)

End Apr 12, 2021 2:01:37 PM (UTC-05:00) New York - Eastern Time (ET)

Define Schedule Trigger

Use Trigger

Select Date and Time

April 2021

SUN	MON	TUE	WED	THU	FRI	SAT
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

02 : 01 : 37 AM PM
 (UTC-05:00) New York - Eastern Time

OK Cancel

Note: Scheduled process reports will run on weekends if set to daily.
For every other day, set the report daily frequency to 2.

Overview

General Created by 02299560
Report Name /Custom/FBR Custom/Report/Fixed Asset/NC Asset Extract Register Report (RPTFA017)/NC Asset Extract Register Report (RPTFA017).xdo
Schedule Start on Feb 2, 2024 3:01:32 PM Recur Daily

General Output **Schedule** Notification

Define Schedule Time

Frequency Daily

Every 2 day(s)

Start Feb 2, 2024 3:01:32 PM (UTC-05:00) New York - Eastern Time (ET)

End Feb 7, 2024 2:01:32 PM (UTC-05:00) New York - Eastern Time (ET)

Define Schedule Trigger

Use Trigger

This will cause every other day, week 1 will run M/W/F, week 2 will run T/Th. If you need every M/W/F, run 3 scheduled reports set weekly for M, W, and F.

4. Notification Tab

On the **Schedule Report Job** page, click the Notification tab.

3. A notification is a message that indicates that a job has finished processing. NCFS supports four notification statuses to which you can subscribe. *They are all optional.*
 - Report completed
 - Report completed with warnings
 - Report failed
 - Report skipped

Overview
 General Created by training60
 Report Name /Custom/FBR Custom/Report/Cash Management and Treasury/FBR Deposits Report/FBR Deposits Report.xdo
 Schedule Start on Apr 7, 2021 3:01:37 PM Recur Daily

Outputs Output1
 Destination Email
 Notification Email

Return Submit

General Output Schedule **Notification**

Notify By Email Email Address Username@osc.nc.gov

When Report completed
 Report completed with warnings
 Report failed
 Report skipped

Submitting the Job

After defining all Schedule Report options, click the **Submit** button.

Overview
 General Created by training60
 Report Name /Custom/FBR Custom/Report/Cash Management and Treasury/FBR Deposits Report/FBR Deposits Report.xdo
 Schedule Start on Apr 7, 2021 3:01:37 PM Recur Daily

Outputs Output1
 Destination Email
 Notification Email

Return Submit

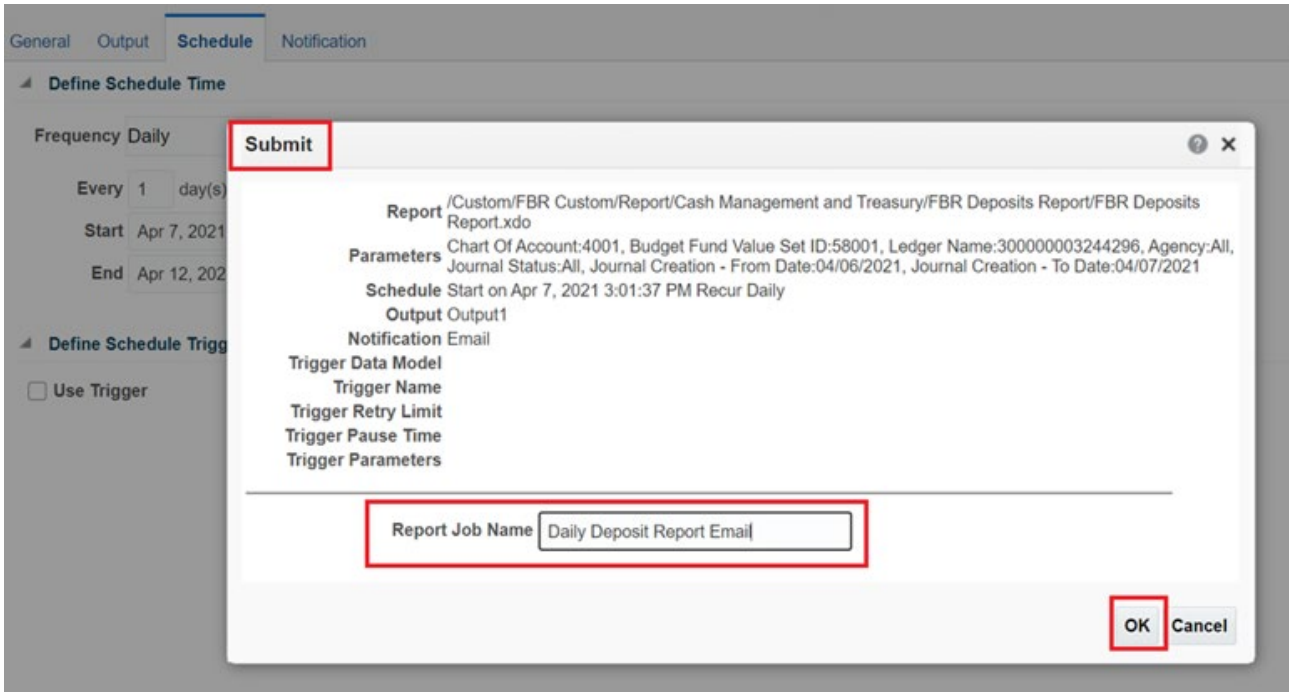
General Output Schedule **Notification**

Notify By Email Email Address Jennifer.P.Blair@osc.nc.gov

When Report completed
 Report completed with warnings
 Report failed
 Report skipped

4. This invokes the *Submit Job* dialog box with confirmation details for you to review. The confirmation details include a summary of the job, such as parameters, schedule, output, and notification.

Enter a name for this job and click OK. A confirmation message will appear.

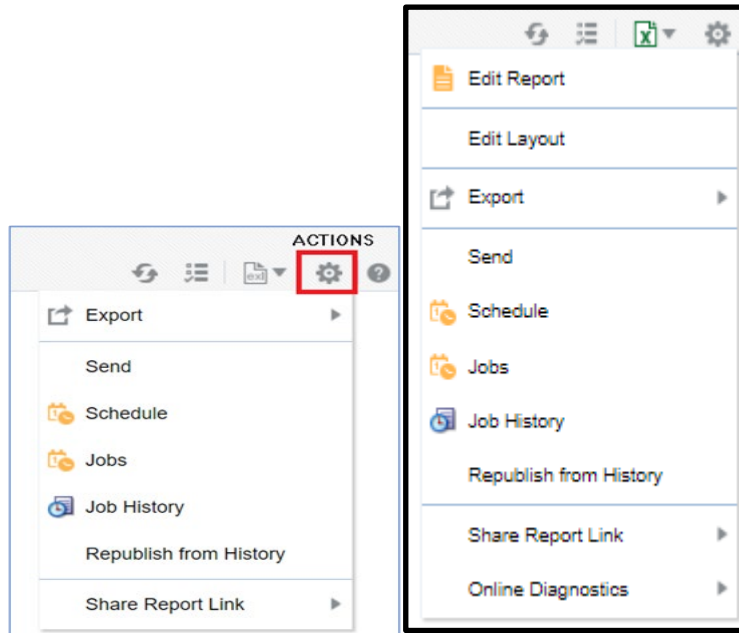


5. Congratulations! You have successfully scheduled a report!

Using the Actions Menu

The Actions menu provides more actions that you can take on the report.

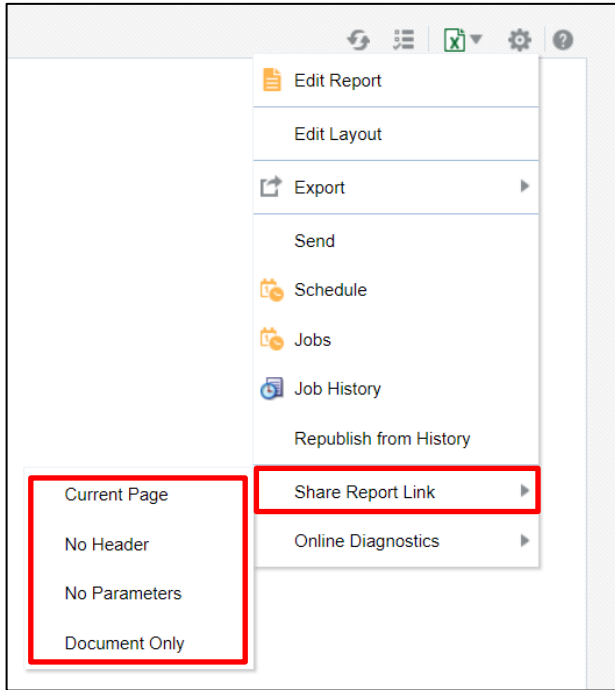
Browse Catalog > Open (desired report) > Actions icon (gears)



- **Export** exports the report to Microsoft Excel (NCFS default).
- **Send** launches a simplified version of the **Schedule Report Job** page - where you can select the output, destination, and notification options, but you cannot Schedule the Report. Basically, it allows you to immediately email the report.
- **Schedule** creates a job to run and distribute the report, as documented in the beginning of this job aid.

- **Jobs** enables you to view and manage currently scheduled jobs for this report.
- **Job History** enables you to view completed and running report jobs.

- **Republish from History** enables you to select a previously scheduled, completed job and specific output for viewing in the report viewer.
- **Share Report Link** enables you to generate a link that you can copy and reuse, based on the report that you are currently viewing. When you select an option, a dialog displays the URL to the report.

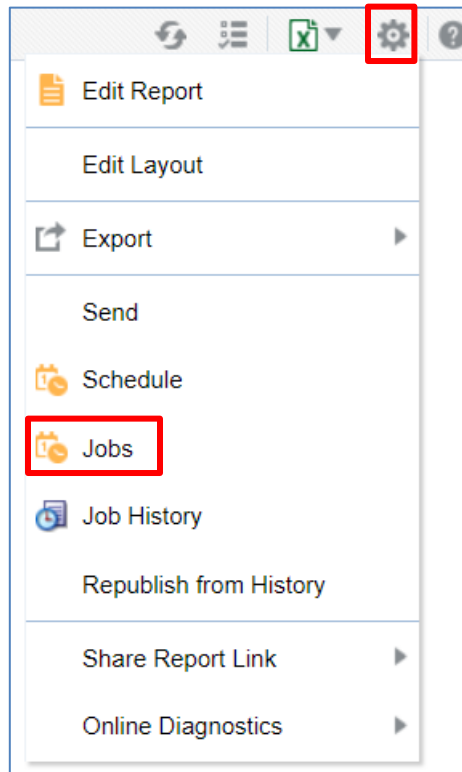


- **Current Page** displays the current page as shown.
- **No Header** displays the current report without the BI Publisher logo, tabs, or navigation path.
- **No Parameters** displays the current report without the header or any parameter selections. The Actions menu, Export, and View Report menus are still available.
- **Document Only** displays the URL to the current report document only. No other page information or options are displayed.

Jobs – Manage Report Jobs

The **Manage Report Jobs** page displays information about future scheduled/recurring report jobs and enables you to take actions on these jobs.

From the Actions menu, select Jobs.




Use the **Manage Report Jobs** page to:

- a. Edit a report job
- b. Delete a report job
- c. Suspend/Resume a report job
- d. View the job details


Note: Use Oracle’s online help to obtain more information on this page!



a. Edit a Job

- Step 1:** Click the Edit icon  for the job in the results table.
- Step 2:** Edit the job details using the General, Output, Schedule, and Notification tabs.
- Step 3:** Click Update Job to save your changes to this job; or, to save the edited job as a new job, click Submit as New and enter a name for the new job.

b. Delete a Job

- Step 1:** Select the job by clicking anywhere in the table row that lists the job information. You can select multiple jobs by clicking additional rows.
- Step 2:** Click the Delete button .

c. Suspend/Resume a report Job

To pause a job:

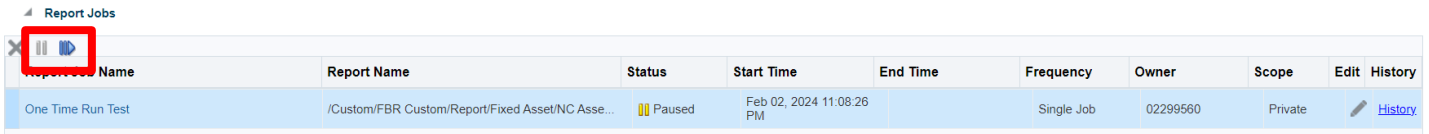
Step 1: Select the job by clicking anywhere in the table row that lists the job information (do not click the job name link).

Step 2: Click the **Pause** button . The status of the job changes to Paused.

To resume a job:

Step 1: Select the job by clicking anywhere in the table row of the paused job (do not click the job name link).

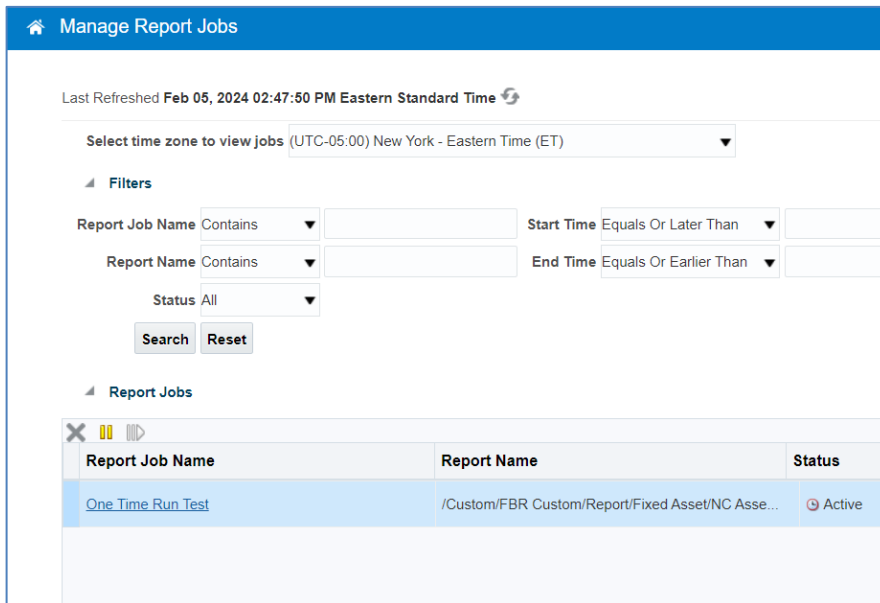
Step 2: Click the **Resume** button . The status of the job changes



Report Job Name	Report Name	Status	Start Time	End Time	Frequency	Owner	Scope	Edit	History
One Time Run Test	/Custom/FBR Custom/Report/Fixed Asset/NC Asse...	Paused	Feb 02, 2024 11:08:26 PM		Single Job	02299560	Private		History

d. View the Job Details

Step 1: Click the **Report Job Name** to view a detail page for the job.



Manage Report Jobs

Last Refreshed Feb 05, 2024 02:47:50 PM Eastern Standard Time

Select time zone to view jobs (UTC-05:00) New York - Eastern Time (ET)

Filters

Report Job Name Contains [] Start Time Equals Or Later Than []


Report Name Contains [] End Time Equals Or Earlier Than []

Status All

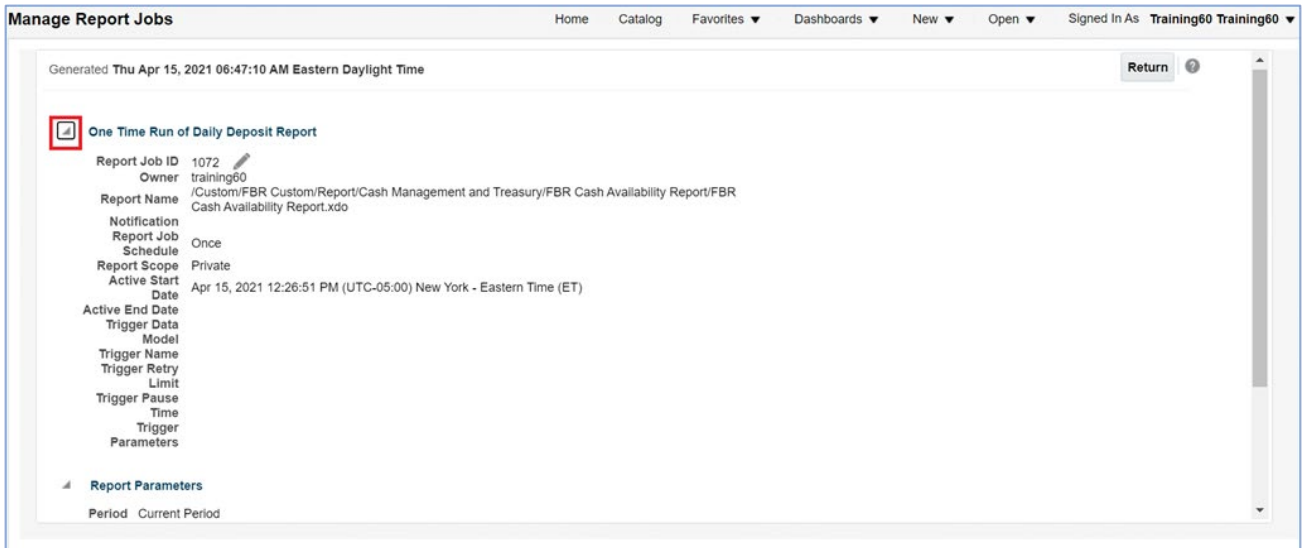
Search **Reset**

Report Jobs

Report Job Name	Report Name	Status
One Time Run Test	/Custom/FBR Custom/Report/Fixed Asset/NC Asse...	Active

Step 2: To view delivery information for each output, click the **expand icon**  next to the output name.

Step 3: Click **Return** to return to the **Manage Report Jobs** page.



Managing Report Output

After defining the Schedule options, submit the job. Perform the following steps:

1. Click **Submit**. This invokes the *Submit Job* dialog box with confirmation details for you to review. The confirmation details include a summary of the job, such as parameters, schedule, output, and notification. Enter a name for this job and click **OK**. A message confirms that the job has been successfully submitted.



- To monitor or edit your job, navigate to the **Manage Report Jobs** page. You access the **Manage Report Jobs** page by clicking Home > Report Jobs on the global header. You will check this report job in the next section.

The screenshot shows the Oracle Transactional Business Intelligence interface. The top navigation bar includes 'ORACLE Transactional Business Intelligence' and a 'Home' button. On the left, there is a 'Create...' section with various report types like 'Analysis and Interactive Reporting', 'Mobile Application', 'Published Reporting', 'Actionable Intelligence', 'Performance Management', and 'Marketing'. Below this is a 'Jobs' section where 'Report Jobs' is highlighted with a red box, and 'Report Job History' is listed below it. The main area shows a 'Recent' section with a list of report jobs under 'Others', including 'NC Asset Extract Register ...', 'NC Payables Unpaid Invoic...', and 'NC SWCAP Assets Report ...'. Each job has 'Open', 'Edit', and 'More' options.

- To see the results of your job, navigate to the **Report Job History** page. Click Open > Report Job History on the global header. You can see the job on the **Report History** page if it is running or completed. If the job is still active, the job will be listed under Report Jobs.

The screenshot shows the 'Report Job History' page. At the top, there is a navigation bar with 'Home', 'Catalog', 'Favorites', 'Dashboards', 'Create', and 'Open'. Below the navigation bar, there is a 'Last Refreshed' timestamp and a 'Return' button. A 'Time Zone' dropdown is set to '(UTC-05:00) New York - Eastern Time (ET)'. There are several filter fields for 'Report Job Name', 'Start Processing', 'End Processing', 'Owner', 'Report Path', 'End Processing', 'Scope', 'Schedule Context', and 'Status'. Below the filters are 'Search' and 'Reset' buttons. The main content area is titled 'Report Job Histories' and shows a table with one report job. The table has columns for 'Report Job Name', 'Report Name', 'Status', 'Start Processing', 'End Processing', 'Owner', and 'Scope'. The job listed is 'Scheduled Budget Hier for 0800' with a status of 'Success' and a start processing time of 'Jan 31, 2024 07:06:07 AM'.

Report Job Name	Report Name	Status	Start Processing	End Processing	Owner	Scope
Scheduled Budget Hier for 0800	NC Master Report for Budget Fund Hierarchies (RP TRTR153).xdo	Success	Jan 31, 2024 07:06:07 AM	Jan 31, 2024 07:06:32 AM	90000957	Private

4. Click the **Report Job Name** hyperlink.

Report Job History
Home Catalog Favorites Dashboards Create

Last Refreshed Wed Jan 31, 2024 07:10:08 AM Eastern Standard Time Return

General Information

Report Job ID: 140450
 Report Job Name: Scheduled Budget Hier for 0800
 Owner: 9000957
 Report Name: NC Master Report for Budget Fund Hierarchies (RPTRTR153)
 Report Scope: Private
 Report Job Schedule: 1/31/24 7:05:56 AM EST
 Active Start Date:
 Active End Date:
 Trigger Data Model:
 Trigger Name:
 Trigger Retry Limit:
 Trigger Pause Time:
 Trigger Parameters:

Report Job Execution Information

Report Job Status: ✔ Success
 Start Processing Time: 1/31/24 7:06:07 AM EST
 End Processing Time: 1/31/24 7:06:32 AM EST
 Time Elapsed: 24.729 seconds

Report Parameters

Chart of Accounts	NC CASH	
Fiscal Year	2024	0100-NC GENERAL ASSEMBLY;0200-ADMINISTRATIVE OFFICE OF THE COURTS;0300-OFFICE OF THE GOVERNOR;0400-OFFICE OF THE LT. GOVERNOR;0500-DEPARTMENT OF THE SECRETARY OF STATE;0600-OFFICE OF THE STATE AUDITOR;0700-DEPARTMENT OF THE STATE TREASURER;0800-DEPARTMENT OF JUSTICE;0900-NC HOUSING FINANCE AGENCY;1000-DEPARTMENT OF AGRICULTURE;1100-DEPARTMENT OF LABOR;1200-DEPARTMENT OF INSURANCE;1300-DEPARTMENT OF ADMINISTRATION;1400-OFFICE OF THE STATE CONTROLLER;1500-DEPARTMENT OF TRANSPORTATION;1600-DEPARTMENT OF ENVIRONMENTAL QUALITY;1700-WILDLIFE RESOURCES COMMISSION;1900-DEPARTMENT OF PUBLIC SAFETY;2000-DHHS CENTRAL ADMINISTRATION;2100-DHHS AGING & ADULT SERVICES;2200-DHHS CHILD DEVELOPMENT AND EARLY EDUCATION;2300-DHHS SERVICES FOR THE BLIND & DEAF & HARD OF HEARING;2700-DHHS HEALTH SERVICES REGULATION;2800-DHHS BENEFITS;2900-DHHS SERVICES FOR THE BLIND & DEAF & HARD OF HEARING;3000-DHHS VOCATIONAL REHABILITATION;3100-DHHS MENTAL HEALTH;3200-DHHS J. IVERSON RIDDLE DEVELOPMENT CENTER;3300-DHHS O'BERRY CENTER;3400-DHHS MURDOCH CENTER;3500-DHHS CASWELL CENTER;3600-DHHS DOROTHEA DIX;3700-DHHS BROUGHTON HOSPITAL;3800-DHHS CHERRY HOSPITAL;3900-DHHS CENTRAL REGIONAL HOSPITAL;3A00-DHHS JULIAN F. KEITH - ADATC;3B00-DHHS RJ BLACKLEY - ADATC;3C00-DHHS WALTER B. JONES - ADATC;3D00-DHHS LONGLEAF NEURO-MEDICAL TREATMENT CENTER;4000-DEPARTMENT OF MILITARY AND VETERAN'S AFFAIRS;4100-DEPARTMENT OF INFORMATION TECHNOLOGY;4300-DEPARTMENT OF COMMERCE;4500-DEPARTMENT OF REVENUE;4600-DEPARTMENT OF NATURAL AND CULTURAL RESOURCES;4800-UNC HOSPITALS;4900-STATE BUREAU OF INVESTIGATION;5000-NC COMMUNITY COLLEGE SYSTEM OFFICE;5200-DEPARTMENT OF ADULT CORRECTION;6000-STATE BOARD OF
Agency		

Cont'd

Report Job History
Home Catalog Favorites

ELECTIONS;6100-NC EDUCATION LOTTERY;6700-OFFICE OF ADMINISTRATIVE HEARINGS;8700-NC SCHOOL OF STATE GENERAL FUND;9900-DOR GENERAL FUND;A900-BOARD OF ELECTROLYSIS;B000-BOARD OF BARBER AND ELECTRICIAN;B100-STATE BOARD OF COSMETIC ARTS;B200-STATE BOARD OF OPTICIANS;B300-STATE BOARD OF PSYCHOLOGISTS;B400-STATE BOARD OF PROFESSIONAL ENGINEERS;B500-STATE BOARD OF PROFESSIONAL SURVEYORS;B600-STATE BOARD OF REGISTERED PROFESSIONAL ENGINEERS;B700-STATE BOARD OF REGISTERED PROFESSIONAL ENGINEERS;B800-STATE BOARD OF REGISTERED PROFESSIONAL ENGINEERS;B900-STATE BOARD OF REGISTERED PROFESSIONAL ENGINEERS;C000-CAPITAL IMPROVEMENTS GENERAL FUND;R200-OSC-EPAY/PAYROLL;R700-NC FLEX/WORKERS COMPENSATION;RG00-OSC-RESERVE PAYABLES;U100-UNC SYSTEM OFFICE;U200-UNC-CHAPEL HILL;U300-NC STATE UNIVERSITY-GREENSBORO;U500-UNC-CHARLOTTE;U550-UNC-ASHEVILLE;U600-UNC-WILMINGTON;U650-EAST CAROLINA UNIVERSITY;U750-WESTERN CAROLINA UNIVERSITY;U800-APPALACHIAN STATE UNIVERSITY;U820-UNC-PEMBROKE STATE UNIVERSITY;U860-ELIZABETH CITY STATE UNIVERSITY;U880-FAYETTEVILLE STATE UNIVERSITY;U900-NC SCHOOL OF THE ARTS;Z300-GLOBAL TRANSPARK;ZA00-NC STATE PORTS AUTHORITY

Output & Delivery

XML Data Diagnostic Log Republish

Status: All

Output Name	Template	Format	Locale	Time Zone	Calendar	Status	Send
Output1	NC Master Report for Budget Fund Hierarchies_RPTRTR153	XLSX	English (United States)	(UTC-05:00) New York - Eastern Time (ET)	Gregorian	✔	

Delivery 1: Email

From: emzn-dev6.bi.sender@workflow.g1mail.us8.oraclecloud.com
 To: bridget.madsen@osc.nc.gov
 Cc: bridget.madsen@osc.nc.gov
 Reply To: bridget.madsen@osc.nc.gov
 Subject: bridget.madsen@osc.nc.gov

Request Delivery Status Notification: No
 Request Read Receipt: No
 Last Updated: 1/31/24 7:06:32 AM EST
 Status: ✔

2/5/2024

NORTH CAROLINA OFFICE OF THE STATE CONTROLLER

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- To print (or simply view) output...click on [Output1](#) link and the report will be downloaded. From your Downloads folder, you may select this output for printing.

Report Job History Home Catalog Favorites

ELECTIONS:6100-NC EDUCATION LOTTERY:6700-OFFICE OF ADMINISTRATIVE HEARINGS:8700-NC SCHOOL OF S...
 GENERAL FUND:9900-DOR GENERAL FUND:A900-BOARD OF ELECTROLYSIS:8000-BOARD OF BARBER AND ELEC...
 STATE BOARD OF COSMETIC ARTS:B200-STATE BOARD OF OPTICIANS:B300-STATE BOARD OF PSYCHOLOGISTS...
 BOARD:R100-CAPITAL IMPROVEMENTS GENERAL FUND:R200-OSC-EPAY/PAYROLL:R700-NC FLEX/WORKERS COM...
 BONDS:RG00-OSC-RESERVE PAYABLES:U100-UNC SYSTEM OFFICE:U200-UNC-CHAPEL HILL:U300-NC STATE UNI...
 GREENSBORO:U500-UNC-CHARLOTTE:U550-UNC-ASHEVILLE:U600-UNC-WILMINGTON:U650-EAST CAROLINA UNI...
 UNIVERSITY:U750-WESTERN CAROLINA UNIVERSITY:U800-APPALACHIAN STATE UNIVERSITY:U820-UNC-PEMBRO...
 STATE UNIVERSITY:U860-ELIZABETH CITY STATE UNIVERSITY:U880-FAYETTEVILLE STATE UNIVERSITY:U900-NC...
 SCHOOL OF THE ARTS:Z300-GLOBAL TRANSPARK:ZA00-NC STATE PORTS AUTHORITY

Output & Delivery

XML Data Diagnostic Log Republish

Status: All

Output Name	Template	Format	Locale	Time Zone	Calendar	Status	Send
Output1	NC Master Report for Budget Fund Hierarchies_RPTRTR153	XLSX	English (United States)	(UTC-05:00) New York - Eastern Time (ET)	Gregorian	✓	

Delivery 1: Email

From: emzn-dev6.bi.sender@workflow.g1mail.us8.oraclecloud.com
 To: bridget.madsen@osc.nc.gov
 Cc: bridget.madsen@osc.nc.gov
 Reply To: bridget.madsen@osc.nc.gov
 Subject: bridget.madsen@osc.nc.gov

Request Delivery Status Notification: No
 Request Read Receipt: No
 Last Updated: 1/31/24 7:06:32 AM EST
 Status: ✓

Increment Date Parameters

You can provide expressions in the report's date parameter fields.

If the scheduled report includes date parameters, when you enter values for the schedule dates, you can't change the date values. Every time a scheduled instance of the report is run, the same date parameters are used. If changing the date parameters is required for each run, you can enter an expression in the date parameter field of the scheduler to calculate the date each time the report job runs.

For example, if you create a schedule for a report that runs every Monday to capture data from the previous week, you need to update the date parameters for the report to increment to the first and last days of the previous week.

Enter one of the following functions using the syntax shown to calculate the appropriate date at the scheduled runtime for the report:

- `{{SYSDATE()}}` - Current date, the system date of the server on which Publisher is running.
- `{{FIRST_DAY_OF_MONTH()}}` - First day of the current month
- `{{LAST_DAY_OF_MONTH()}}` - Last day of the current month
- `{{FIRST_DAY_OF_YEAR()}}` - First day of the current year
- `{{LAST_DAY_OF_YEAR()}}` - Last day of the current year



The date function calls in the parameter values aren't evaluated until the report job is processed by the Scheduler.

You can also enter expressions using the plus sign (+) and minus sign (-) to add or subtract days as follows:

- `{SYSDATE()+1$}`
- `{SYSDATE()-7$}`

For this example, to capture data from the previous week, each time the schedule runs, enter the following in the report's date parameter fields:

- Date From: `{SYSDATE()-7$}`
- Date To: `{SYSDATE()-1$}`

You can set up the date functions as default parameter values in the data model. In this case, every time a user views the report from the report viewer, the date parameter is calculated according to the expression supplied for the default value.

Note: Numerous FBR pre-built reports now have 'Current' and 'Prior' as valid parameter values for **Accounting Period**.

The screenshot shows the 'Schedule Report Job' configuration interface. Under the 'Parameters' section, the 'Payment Accounting To Date' field is highlighted with a blue selection box and contains the expression `{SYSDATE()$}`. Other parameters like 'Business Unit', 'Agency', and 'Program' are set to 'All'.

This screenshot is identical to the one above, but the 'Payment Accounting To Date' field is highlighted with a yellow selection box. The expression `{SYSDATE()$}` is clearly visible within the field.



Wrap Up

This example of scheduling reports uses the FBR Deposit Report and the FBR Cash Availability Reports.

Additional Resources

WBT Courses

- GEN106

Quick Reference Guides (QRGs)

- CM-36