

RUN FRS REPORT

QUICK REFERENCE GUIDE GL-33

Purpose

The purpose of this Quick Reference Guide (**QRG**) is to provide a step-by-step explanation of how to Run FRS Reports in the North Carolina Financial System (**NCFS**).

Introduction and Overview

This QRG covers the steps to run and view results of FRS Reports in NCFS.

Run FRS Report

To run and view FRS Report in NCFS, please follow the steps below:

- 1. Log in to NCFS portal with your credentials to access the system.
- 2. On the Homepage, click the **Others** Tab. Click the **Financial Reporting Center** app.

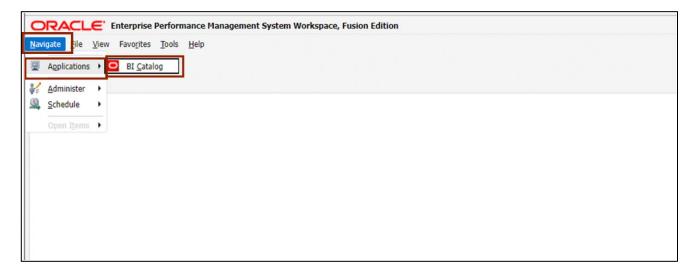




3. The Financial Reporting Center page is displayed. Click the Tasks [] icon and click Open Workspace for Financial Reports

Financial Reporting Center		Tasks Open Workspace for Financial Reports
Enter search terms	9	
★ Favorites		
# Of Action Items This analysis provides the count of open action items		
► # Of Enrollments This analysis provides the count of the number of enrollments		

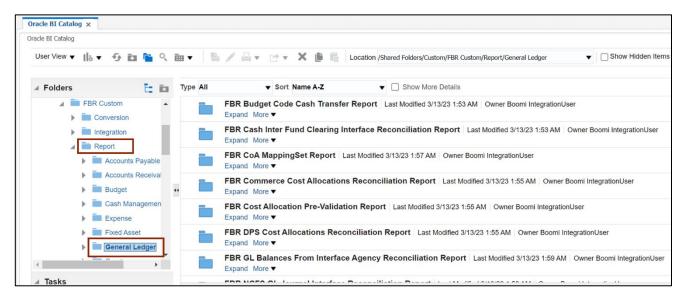
4. Click the **Navigate** option on the top left corner. Click the **Applications** option from the drop-down choice list and then select **BI Catalog** option.



5. The **Oracle BI Catalog** page is displayed. Under the **Folders** pane, click the **Shared Folders** and then click the **Custom** folder. Furthermore, click the **FBR Custom** folder.

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6. Click the **Report** folder and then click the **General Ledger** folder.



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- 7. Click the **FRS Reports** folder, then the **ACFR Reports** folder, then click the **FY22**.

8. On the right side of the page, under the NC ACFR 11G Debt Balance Sheet Report (RPTRTR102), click the Expand link.

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9. On the NC ACFR 11G Debt Balance Sheet Report (RPTRTR102), click the Open link.

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10. The *Respond to Prompts* pop-up appears. On the *Enter Accounting Period* field, click the **Search** [**I** icon.

Note: Some prompt values will default. User may change prompt values as desired: *Enter Ledger, Enter Accounting Period, Enter Amount Type,* and *Enter Agency* field.

In this example, we accept all defaults but must choose *Enter Accounting Period*.

The following prompts	s have been defined in the report. You may use the def	ault values shown, or select o	ther members.
Respond to Prompts	at Report Level 🖌		
Prompt	Selection	Туре	Source
Enter Ledger:	NC MODIFIED ACCRUAL US	Report	Report: NC ACFR 11G Debt Balance She Report (RPTRTR102) Grid: All
Enter Accounting Period:		Report	Report: NC ACFR 11G Debt Balance She Report (RPTRTR102) Grid: All
Enter Amount Type:	YTD	Report	Report: NC ACFR 11G Debt Balance She Report (RPTRTR102) Grid: All
Enter Agency:	Agency NC CASH-Agency NC CASH Current	Report	Report: NC ACFR 11G Debt Balance She Report (RPTRTR102) Grid: All

11. Check the appropriate **Accounting Period**.

In this example, we choose **Sep-22**. Click the **Right Arrow** [>] icon to move the selected Accounting Period to **Selected** pane and click the **OK** button.

vailable: AccountingPeriod (1-100) ind: Name	of 183) »	0	Use Wildcards 🗌 Case-Sensitive	Selected: Rows Per Page: 20 V
Rows Per Page: 100 V				Name
🗊 🗌 Jun-22		J	une 2022	Humo
🏶 🗆 13_Jun-22		1	3_Jun-22	
🗘 🗋 Jul-22		J	uly 2022	
🗘 🗆 Aug-22		A	August 2022	7
🗊 🗹 Sep-22		s	September 2022	·
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🏶 🗌 Feb-23		F	ebruary 2023	
🗊 🗌 Mar-23		Ν	March 2023 -	

12. On the **Response to Prompts** pop-up page, the **Accounting Period** field is auto populated. Click the **OK** button to generate the report.

ED ACCRUAL US Type Source Report Report Report: NC ACFR 11G Debt Balance Sheet Report: NC ACFR 11G Debt Balance Sheet Report: NC ACFR 11G Debt Balance Sheet Report: NC ACFR 11G Debt Balance Sheet Report: NC ACFR 11G Debt Balance Sheet Report: All Report: NC ACFR 11G Debt Balance Sheet Report: All Report: NC ACFR 11G Debt Balance Sheet	Respond to Prompts	s at Report Level 🗙		
ED ACCRUAL US Report Report Report: NC ACFR 11G Debt Balance Sheet Report (RPTRTR102) Grid: All Image: Report Report: NC ACFR 11G Debt Balance Sheet Report (RPTRTR102) Grid: All Image: Report Report: NC ACFR 11G Debt Balance Sheet Report (RPTRTR102) Grid: All Image: Report Report: NC ACFR 11G Debt Balance Sheet Report (RPTRTR102) Grid: All Image: Report Report: NC ACFR 11G Debt Balance Sheet Report (RPTRTR102) Grid: All Image: Report Report: NC ACFR 11G Debt Balance Sheet Report (RPTRTR102) Grid: All Image: Report Report: NC ACFR 11G Debt Balance Sheet Report (RPTRTR102) Grid: All	Prompt	Selection	Turce	Source
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CASH-Agency NC CASH Current Report (RPTRTR102) CASH-Agency NC CASH Current Report Report: NC ACFR 11G Debt Balance Sheet Report (RPTRTR102)	Enter Accounting Period:	Sep-22	Report	Report (RPTRTR102)
Report (RPTRTR102)	Enter Amount Type:	YTD		Report (RPTRTR102)
	Enter Agency:	Agency NC CASH-Agency NC CASH Current		Report (RPTRTR102)

gency Mgmt Unit: Agency Mgmt Unit 📗 Agency Program: Agency Program	Funding Source: Funding Source	Project: Project	Inter Fund: Int	er Fund Futur	e 1: Future 1	Future 2: Future	:<
		Carolina Fi Office of State Debt Balance S 06/19/2023 11	Controller beet Report		(02)		
Parameters Ledger: NC MODIFIED ACCRUAL US Agency: Agency NC CASH Agency NC CASH Current Accounting Period: Sep-22 Amount Type: YTD							
	Scenario: Actual Balance Amount: Perio	Activity Currency: U	SD Currency Type:	Total			
			29015-2/3 GO BONDS 2015	29016- CONNECT NC 0 2017	29018- CONNECT NC 2018		2. ONN 20
ASSETS AND OTHER DEBITS							
ASSETS AND OTHER DEBITS Cath, cath equin, and pooled cath							
ASSETS AND OTHER DEBITS Cash, sash equin, and pooled cash h 11129993-POOLED CASH		(907.50)	0.00	0.00	0.00	0.00	
Cash, cash equiv, and pooled cash		(<u>907.50)</u> 0.00		<u>0.00</u> 0.00	<u>0.00</u> 0.00	<u>0.00</u> 0.00	

13. The NC ACFR 11G Debt Balance Sheet Report (RPTRTR102) is displayed.

14. Scroll down to view the detailed balances. Click the **right arrow** [] icon to drill-down further in the Account Hierarchy.

In this example, choose **112R999B-Restricted Investments**, under the *Investments* section.

Ref Cerebra Fancial System	North Carolina F. Office of State NC ACFR 11G Debt Balance S 06/07/2023 3:	Controller Sheet Report		02)			
Parameters Ledger: NC MODIFIED ACCRUAL US Agong: Agong NC CASH-Agong NC CASH Current Accounting Princip Sys-22 Amount Type: YTD							
Scen	ario: Actual Balance Amount: Period Activity Currency: U						
		▲29015-2/3 GO BONDS 2015	29016- CONNECT NC 0 2017		29019- CONNECT NC 2019		←64190-OSC- PROCD PUB IMP BONDS 2002A
ASSETS AND OTHER DEBITS							
Cash, cash equiv, and pooled cash							
▶ 1112999B-POOLED CASH	(907.50)	0.00	0.00	0.00	0.00	0.00	0.00
▶ 1119999B-CASH AND CASH EQUIVALENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
▶ 11R1999B-RESTRICTED CASH AND CASH EQUIVALENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11R2999B-RESTRICTED POOLED CASH	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments							
▶ 1122999B-POOLED INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
▶ 1129999B-INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
▼112R999B-RESTRICTED INVESTMENTS	0.00	(140,153.91)	0.00	0.00	0.00	(30,944,873.91)	0.00
11212500-NON-TREAS RESTRICT INVEST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11215200-ALLOW-FV RESTRICT INVESTM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11225000-POOL INV-BOND PROC-RESTRI	0.00	(140.153.91)	0.00	0.00	0.00	(30,944,873.91)	0.00
Receivables, net							
1131999B-TAXES RECEIVABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
▶ 1132999B-ACCOUNTS RECEIVABLE	0.00			0.00			
▶ 1134999B-INTERGOVERNMENTAL RECEIVABLES	0.00	0.00		0.00			
▶ 1135999B-INTEREST RECEIVABLE	0.00			0.00			
▶ 1136999B-PREMIUMS RECEIVABLE	0.00			0.00			
▶ 1137999B-CONTRIBUTIONS RECEIVABLE	0.00			0.00			
▶ 1139999B-OTHER RECEIVABLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Wrap-Up

Run & view results of FRS Reports using the steps above.

Additional Resources

Web Based Training (WBT)

• GEN106- Submitting and Scheduling Existing Reports