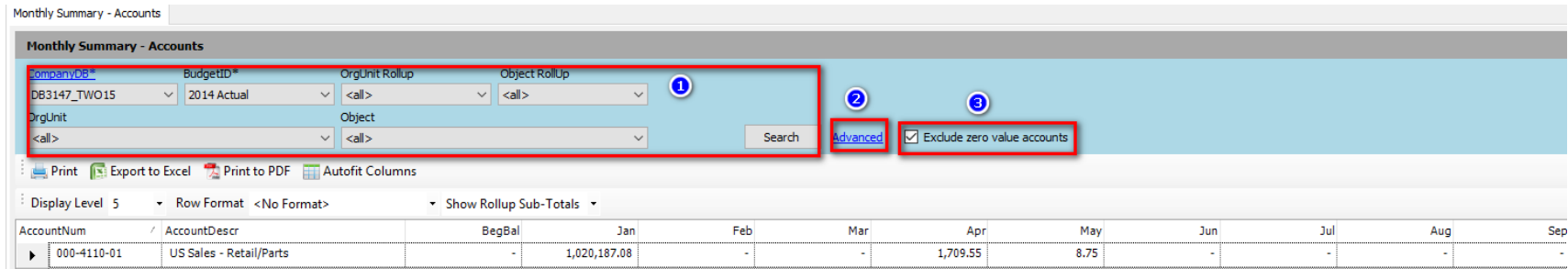


This is a standardized report that displays monthly information by BudgetID or Fiscal Year & by Account number.



- 1) Select the [Search](#) criteria and then search;
- 2) Please note that [Advanced](#) search functionality is available;
- 3) If you wish to [exclude zero value accounts](#), check this box.

[Print](#), [Export to Excel](#), [Print to PDF](#), [Autofit Columns](#), [Copy](#) and [Expand/Reduce Column Width](#) functionalities are available.

The format of the on-screen data can be customized by using the [Display Level](#), [Row Format](#), [Show Rollup Sub-Totals](#) and [Expand Collapse Rows](#) functionalities.

The [Drill - Formatted Column](#) functionality is available to access underlying BudgetID data. As this report is by month, both [Year-to-Date \(YTD\)](#) and monthly information is available.

In addition to the "Right-Click" Drill- Formatted Column menu functionality, please note the below "Right-Click" functionality:

