

Commitment Control - Reconciliations
Created on Wednesday, July 02, 2008

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Introduction

The Commitment Control module is responsible for budget checking source transactions and updating the corresponding detail ledgers and ledger groups. When you budget-check a transaction, the system creates activity lines and stores them in the activity log. Activity lines are identified by a commitment control transaction ID, commitment control transaction date, and commitment control transaction line number for each transaction line. The purpose of the month-end reconciliation queries are to ensure that all budget-checked source transactions are being recorded correctly in order to ensure the integrity of the Commitment Control ledgers.

Reconciliations

This lesson addresses the specific queries that should be run at month end in order to reconcile budget checked source documents to the activity being recorded in the Commitment Control Activity Log.

Lesson Objectives:

Upon completion of this lesson, you will be able to:

- Reconcile Ledger KK to KK Activity Log.
- Reconcile Ledger KK to Budget Journals.
- Reconcile EXCLOSE to KK Activity Log.
- Reconcile EXSHEET to KK Activity Log.
- Reconcile GL Journals (Actuals) to KK.
- Reconcile GL Journals (Encumbrances) to KK Activity Log.
- Reconcile POENC to KK Activity Log.
- Reconcile TRVAUTH to KK Activity Log.
- Reconcile APVOUCHER to KK Activity Log.

KK.075.007 - Running BOR_KK_LEDG_ACTV_RECON

This topic addresses how to run the Ledger KK to KK Activity Log query that should be run at month end to insure the integrity of the Commitment Control Ledgers. This query reconciles the detail Commitment Control Activity Log to the Commitment Control posted ledger balances.

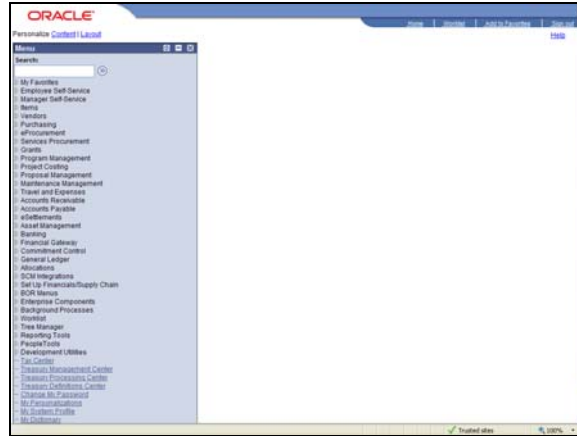
Topic Objectives:

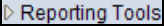
Upon completion of this topic, you will be able to:

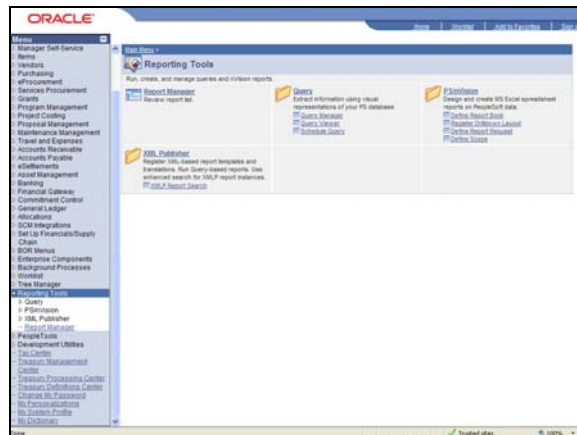
- Run the BOR_KK_LEDG_ACTV_RECON query.
- Identify the information provided by the BOR_KK_LEDG_ACTV_RECON query.

Procedure

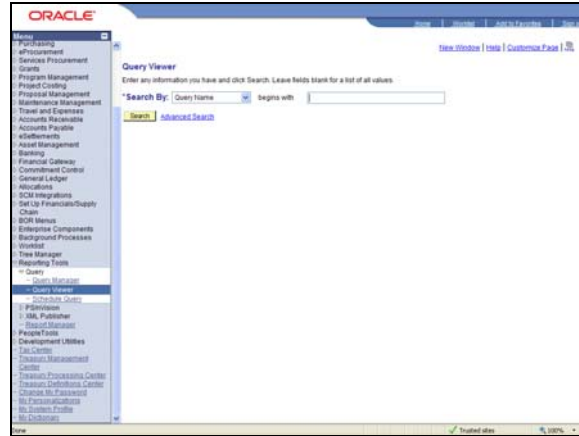
For this topic, imagine that you want to run the BOR_KK_LEDG_ACTV_RECON query in order to reconcile Commitment Control activity. Let's see how this is done.





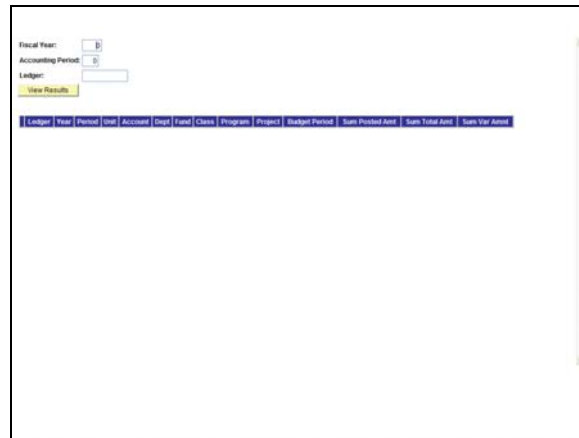
Step	Action
1.	Click the Reporting Tools link. 




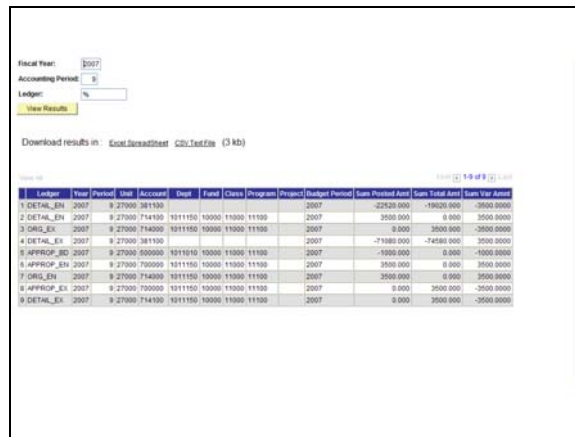
Step	Action
2.	Click the Query link.
3.	Click the Query Viewer link.



Step	Action
4.	Enter " BOR_KK_LEDG_ACTV_RECON " in the Query Name field.
5.	Click the Perform Search button. 
6.	Click the HTML link. 



Step	Action
7.	Enter " 2007 " in the Fiscal Year field.
8.	Enter " 9 " in the Accounting Period field.
9.	Enter a % sign to reconcile all Commitment Control ledgers.
10.	Click the View Results button. 



Ledger	Year	Period	Date	Account	Dept	Fund	Class	Program	Project	Budget Period	Cum Budget Amt	Cum Total Amt	Cum Var Amt
1 DETAIL_EN	2007		9/27/00	381100						2007	-3243.000	-19603.000	-19927.000
2 DETAIL_EN	2007		9/27/00	714100	1011150	10000	11000	11100		2007	3500.000	0.000	3500.000
3 ORG_EX	2007		9/27/00	714000	1011150	10000	11000	11100		2007	0.000	3500.000	-3500.000
4 DETAIL_EX	2007		9/27/00	381100						2007	-71000.000	-7480.000	3500.000
5 APPROP_LED	2007		9/27/00	500000	1011010	10000	11000	11100		2007	1000.000	0.000	-1000.000
6 APPROP_EX	2007		9/27/00	700000	1011150	10000	11000	11100		2007	3500.000	0.000	3500.000
7 ORG_EX	2007		9/27/00	714000	1011150	10000	11000	11100		2007	3500.000	0.000	3500.000
8 APPROP_EX	2007		9/27/00	700000	1011150	10000	11000	11100		2007	0.000	3500.000	-3500.000
9 DETAIL_EX	2007		9/27/00	714100	1011150	10000	11000	11100		2007	0.000	3500.000	-3500.000

Step	Action
11.	Review the results and determine if any adjustments are required. Press Enter to Continue.
12.	Congratulations. You have just completed the Reconciling Ledger KK to KK Activity Log topic. Below is a summary of the key concepts of this topic: <ul style="list-style-type: none"> - The purpose of this query is to reconcile the detail Commitment Control Activity Log to the Commitment Control posted ledger balances. - The BOR_KK_LEDG-ACTV_RECON query should be run at the month end to insure the integrity of the Commitment Control ledgers. End of Procedure.

KK.075.008 - Running BOR_KK_BLEDDG_ACTV_RECON

This topic addresses how to run the Ledger KK to Budget Journals query that should be run at the month end to insure the integrity of the Commitment Control ledgers. This query reconciles the budget detail journals to the Commitment Control posted ledger balances.

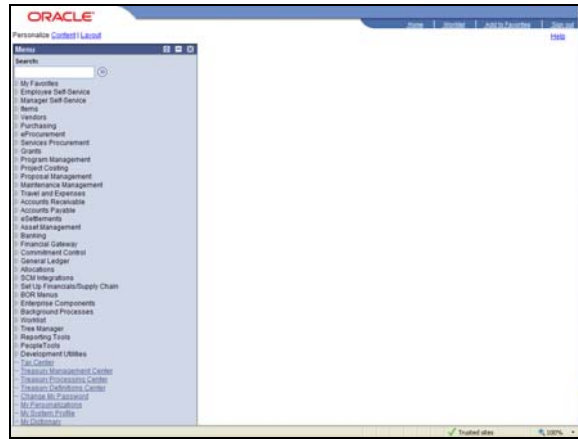
Topic Objectives:

Upon completion of this topic, you will be able to:

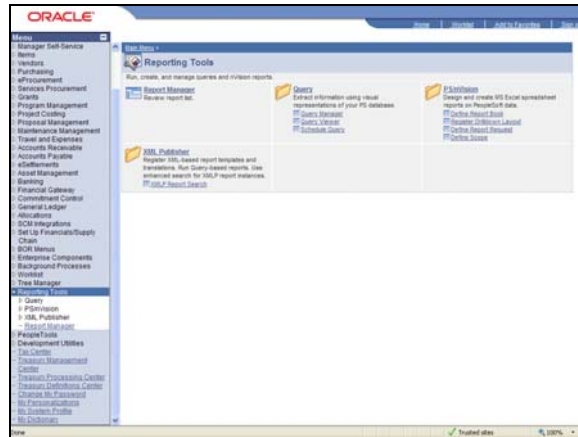
- Run the BOR_KK_BLEDDG_ACTV_RECON query.
- Identify the information provided by the BOR_KK_BLEDDG_ACTV_RECON query.

Procedure

For this topic, imagine that you want to run the BOR_KK_BLEDDG_ACTV_RECON query in order to reconcile Commitment Control activity. Let's see how this is done.



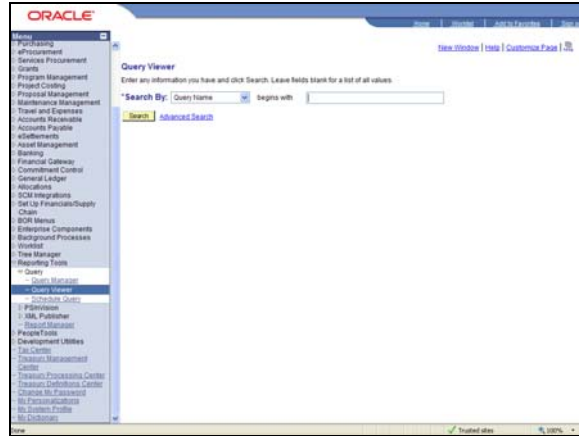
Step	Action
1.	Click the Reporting Tools link. <div style="border: 1px solid black; padding: 2px; display: inline-block;">▶ Reporting Tools</div>





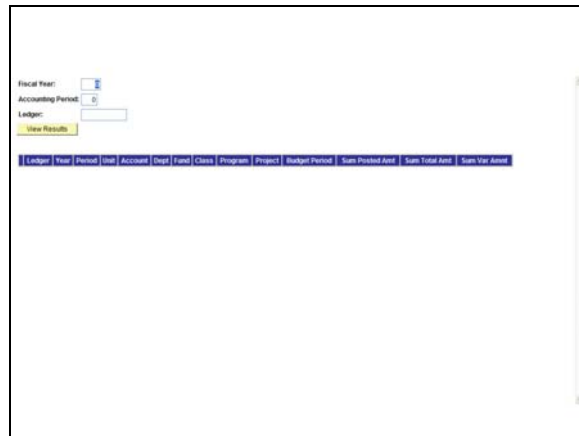
Step	Action
2.	Click the Query link.
3.	Click the Query Viewer link.


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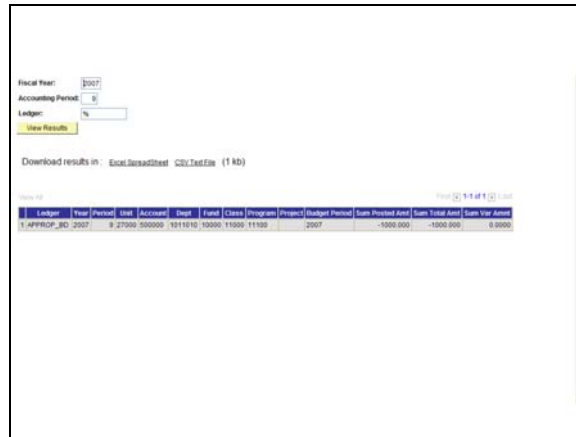
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Step	Action
4.	Enter " BOR_KK_BLEDG_ACTV_RECON " in the Query Name field.
5.	Click the Search button. 
6.	Click the HTML link. 



Step	Action
7.	Enter " 2007 " in the Fiscal Year field.
8.	Enter a " 9 " in the Accounting Period field.
9.	Enter a " % " sign to reconcile all commitment control ledgers.
10.	Click the View Results button. 



Step	Action
11.	Review the results and determine if any adjustments are required. Press Enter to continue.
12.	Congratulations. You have just completed the Reconciling Ledger KK to Budget Journals topic. Below is a summary of the key concepts of this topic: - The purpose of this query is to reconcile the budget detail journals to the Commitment Control posted ledger balances. - The BOR_KK_BLEDDG_ACTV_RECON query should be run at month end to insure the integrity of the Commitment Control ledgers. End of Procedure.

KK.075.009 - Running BOR_KK_EXCLOSE_RECON

This topic addresses how to run the EXCLOSE to KK Activity Log query that should be run at month end to insure the integrity of the Commitment Control ledgers. This query reconciles the detail Commitment Control Activity Log to the EXCLOSE Source Transactions.

Topic Objectives:

Upon completion of this topic, you will be able to:

- Run the BOR_KK_EXCLOSE_RECON query.
- Identify the information provided by the BOR_KK_EXCLOSE_RECON query.

Procedure

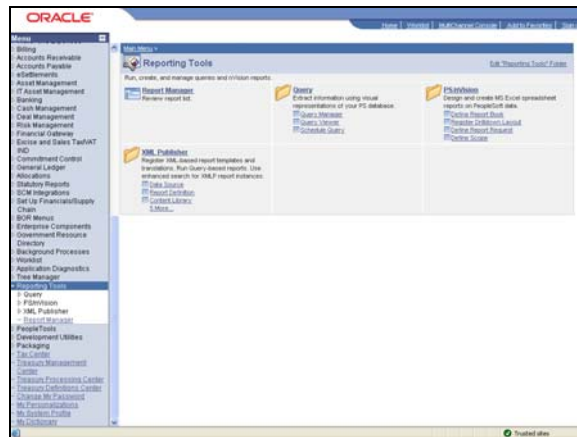
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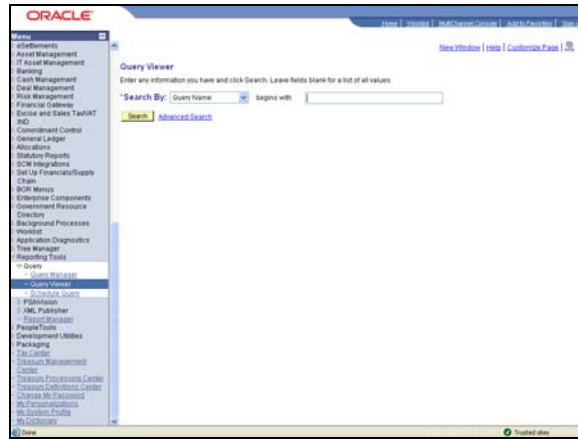
For this topic, imagine that you want to run the BOR_KK_EXCLOSE_RECON query in order to reconcile Commitment Control activity. Let's see how this is done.

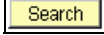



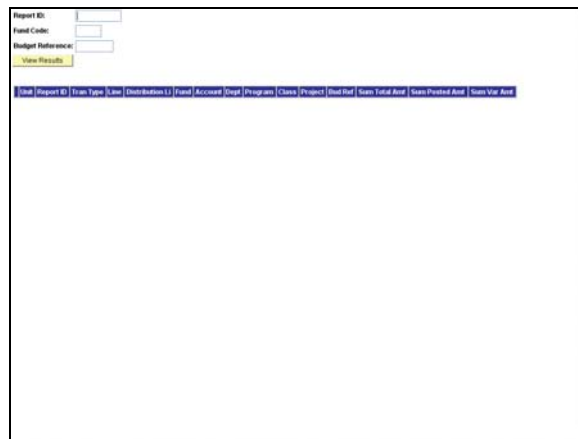
Step	Action
1.	Click the vertical scrollbar.
2.	Click the Reporting Tools link. <input type="text" value="Reporting Tools"/>



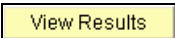
Step	Action
3.	Click the Query link.
4.	Click the Query Viewer link.



Step	Action
5.	Enter " BOR_KK_EXCLOSE_RECON " in the begins with field.
6.	Click the Search button. 
7.	Click the HTML link. 



Step	Action
8.	Enter "%" in the Report ID field.
9.	Enter " 10000 " in the Fund Code field.

Step	Action
10.	Enter " 2006 " in the Budget Reference field.
11.	Click the View Results button. 
12.	Review the results and determine if any adjustments are required. Press Enter to continue.
13.	Congratulations. You have just completed the Reconciling EXCLOSE to KK Activity Log topic. Below is a summary of the key concepts of this lesson: <ul style="list-style-type: none"> - The purpose of this query is to reconcile the detail Commitment Control Activity Log to the EXCLOSE Source transactions. - The BOR_KK_EXCLOSE_RECON query should be run at month end to insure the integrity of the Commitment Control ledgers. End of Procedure.

KK.075.010 - Running BOR_KK_EXSHEET_RECON

This topic addresses how to run the EXSHEET to KK Activity Log query that should be run at month end to insure the integrity of the Commitment Control ledgers. This query is to reconcile the detail Commitment Control Activity Log to the EXSHEET source transactions.

Topic Objectives:


Upon completion of this topic, you will be able to:

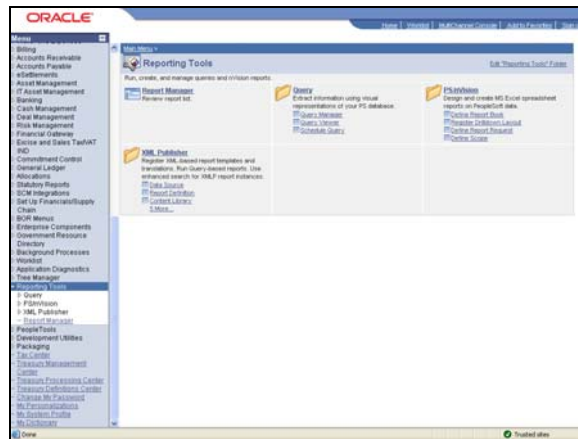
- Run the BOR_KK_EXSHEET_RECON query.
- Identify the information provided by the BOR_KK_EXSHEET_RECON query.

Procedure

For this topic, imagine that you want to run the BOR_KK_EXSHEET_RECON query in order to reconcile Commitment Control activity. Let's see how this is done.



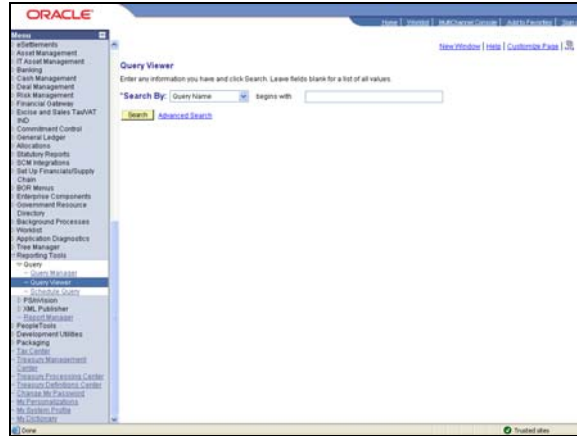
Step	Action
1.	Click the vertical scrollbar.
2.	Click the Reporting Tools link. 



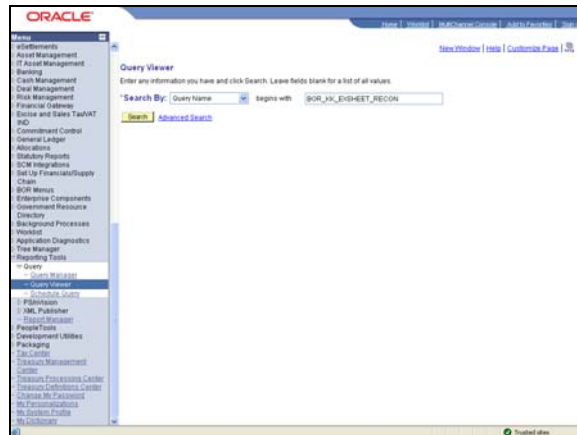
Step	Action
3.	Click the Query link.
4.	Click the Query Viewer link.



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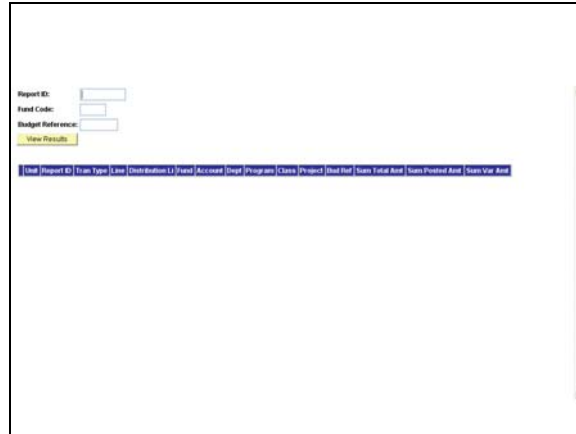
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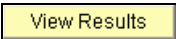


Step	Action
5.	Enter " BOR_KK_EXSHEET_RECON " in the begins with field.



Step	Action
6.	Click the Perform Search button. 
7.	Click the HTML link. 



Step	Action
8.	Enter "%" in the Report ID field.
9.	Enter "10000" in the Fund Code field.
10.	Enter "2006" in the Budget Reference field.
11.	Click the View Results button. 
12.	Review the results.
13.	<p>Congratulations. You have just completed the Reconciling EXSHEET to KK Activity Log topic. Below is a summary of the key concepts of this lesson:</p> <ul style="list-style-type: none"> - The purpose of this query is to reconcile the detail Commitment Control Activity Log to the EXSHEET source transactions. - The BOR_KK_EXSHEET_RECON query should be run at month end to insure the integrity of the Commitment Control ledgers. <p>End of Procedure.</p>

KK.075.011 - Running BOR_KK_GLJRNL_RECON

This topic addresses how to run the General Ledger Journals (Actuals) to KK query that should be run at month end to insure the integrity of the Commitment Control Ledgers. This query reconciles detail Commitment Control Activity Log to GL Journals for expenditures.

Topic Objectives:

Upon completion of this topic, you will be able to:

- Run the BOR_KK_GLJRNL_RCON query.
- Identify the information provided by the BOR_KK_GLJRNL_RCON query.


Procedure

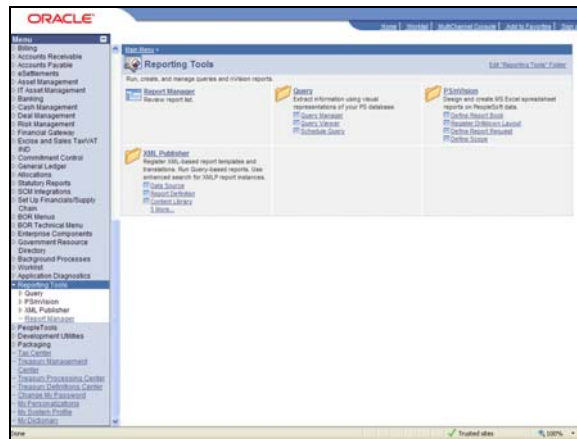
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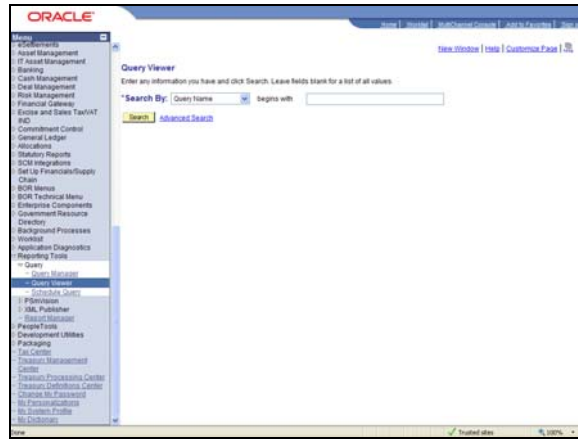
For this topic, imagine that you want to run the BOR_KK_GLJRNL_RCON query in order to reconcile Commitment Control activity. Let's see how this is done.

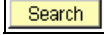



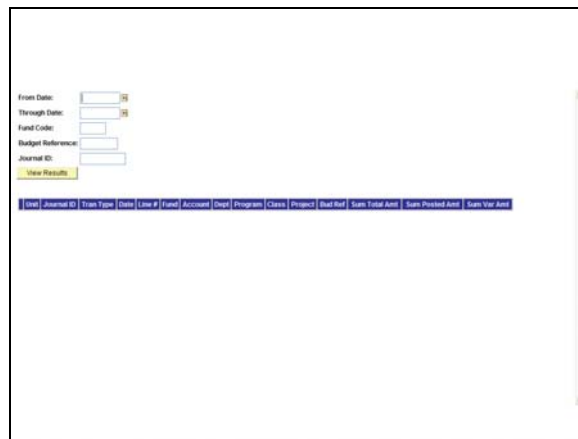
Step	Action
1.	Click the vertical scrollbar.
2.	Click the Reporting Tools link. 



Step	Action
3.	Click the Query link.
4.	Click the Query Viewer link.




Step	Action
5.	Enter " BOR_KK_GLJRNL_RECON " in the begins with field.
6.	Click the Perform Search button. 
7.	Click the HTML link. 



Step	Action
8.	Enter " 070105 " in the From Date field.
9.	Enter " 063006 " in the Through Date field.

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Step	Action
10.	Enter a specific fund value or % for all funds. Enter " 10000 " in the Fund Code field.
11.	Enter a specific Budget Reference value or % for all budget years. Enter "%" in the Budget Reference field.
12.	Enter a specific Journal ID or % for all journals. Enter "%" in the Journal ID field.
13.	Click the View Results button. 
14.	Review the results. Determine if any manual adjustments are required. Press Enter to continue.
15.	Congratulations. You have just completed the Reconciling GL Journals (Actuals) to KK topic. Below is a summary of the key concepts of this lesson: <ul style="list-style-type: none"> - The purpose of this query is to reconcile detail Commitment Control Activity Log to expenditures in the GL Journal. - The BOR_KK_GLJRNLEN_RECON query should be run at month end to insure the integrity of the Commitment Control ledgers. End of Procedure.

KK.075.012 - Running BOR_KK_GLJRNLEN_RECON

This topic addresses how to run the GLJRNLEN (Encumbrances) to KK Activity Log query that should be run at month end to insure the integrity of the Commitment Control ledgers. This query reconciles the detail Commitment Control Activity Log to encumbrances recorded in GL Journals.

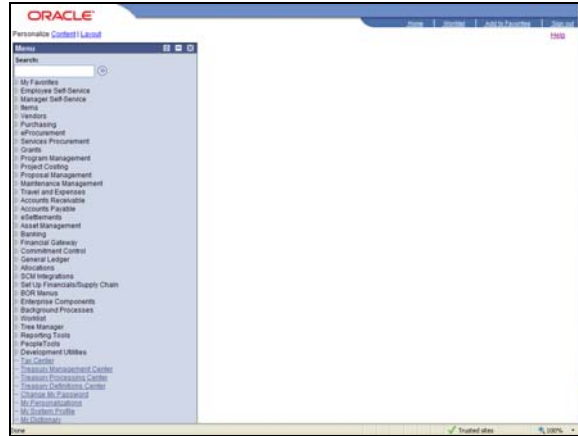
Topic Objectives:

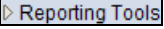
Upon completion of this topic, you will be able to:

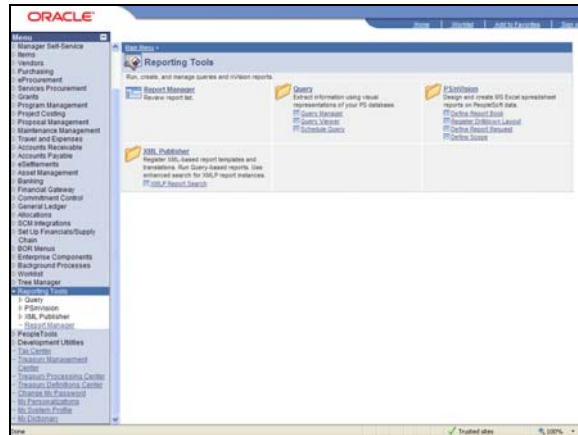
- Run the BOR_KK_GLJRNLEN_RECON query.
- Identify the information provided by the BOR_KK_GLJRNLEN_RECON query.

Procedure

For this topic, imagine that you want to run the BOR_KK_GLJRNLEN_RECON query in order to reconcile Commitment Control activity. Let's see how this is done.



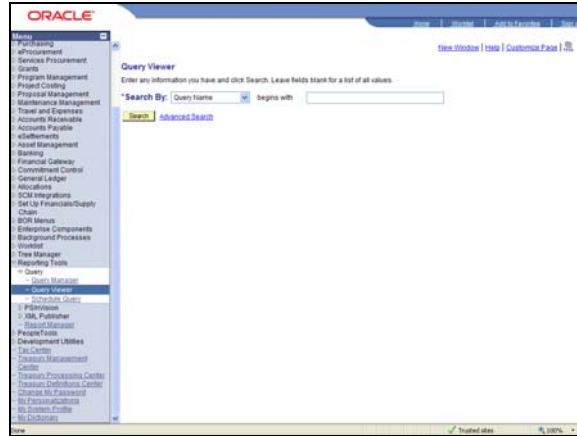
Step	Action
1.	Click the Reporting Tools link. 





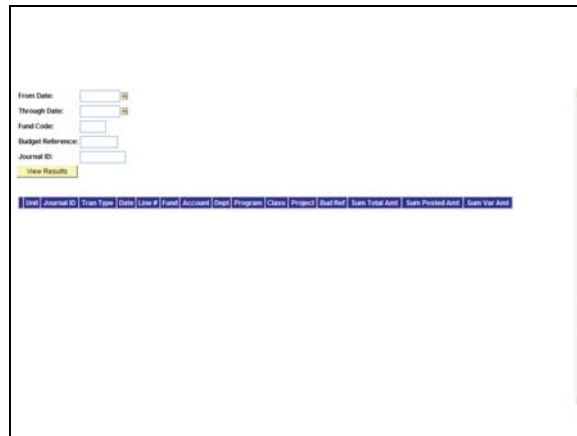
Step	Action
2.	Click the Query link.
3.	Click the Query Viewer link.

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Step	Action
4.	Enter " BOR_KK_GLJRNLEN_RECON " in the begins with field.
5.	Click the Perform Search button. 
6.	Click the HTML link. 



Step	Action
7.	Enter " 070105 " in the From Date field.
8.	Enter " 063006 " in the Through Date field.
9.	Enter " 10000 " in the Fund Code field.
10.	Enter " % " in the Budget Reference field.
11.	Enter " % " in the Journal ID field.

Step	Action
12.	Click the View Results button. <div style="border: 1px solid black; background-color: #ffffcc; padding: 2px; display: inline-block; margin-top: 5px;">View Results</div>
13.	Review the results and determine if any manual adjustments are required. Press Enter to continue.
14.	<p>Congratulations. You have just completed the Reconciling GLJRNL (Encumbrances) to KK Activity Log topic. Below is a summary of the key concepts of this topic:</p> <ul style="list-style-type: none"> - The purpose of this query is to reconcile the detail Commitment Control Activity Log to the encumbrances recorded in the GL Journals. - The BOR_KK_GLJRNLEN_RECON query should be run at month end to insure the integrity of the Commitment Control ledgers. <p>End of Procedure.</p>

KK.075.013 - Running BOR_KK_POENC_RECON

This topic addresses how to run the POENC to KK Activity Log query that should be run at month end to insure the integrity of the Commitment Control ledgers. This query reconciles the detail Commitment Control Activity Log to Non-Prorated Purchase Orders.

Topic Objectives:

Upon completion of this topic, you will be able to:

- Run the BOR_KK_POENC_RECON query.
- Identify the information provided by the BOR_KK_POENC_RECON query.

Procedure

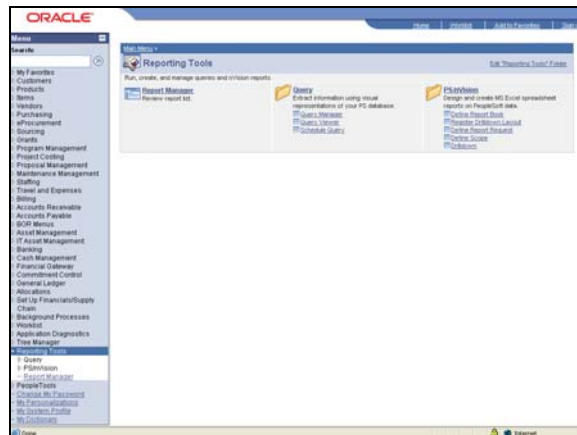
For this topic, imagine that you want to run the BOR_KK_POENC_RECON query in order to reconcile Commitment Control activity. Let's see how this is done.

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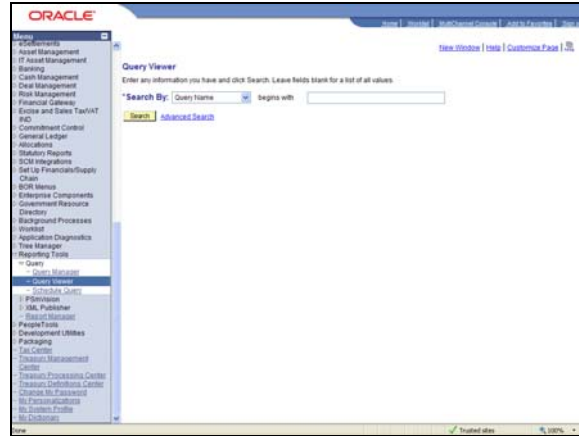
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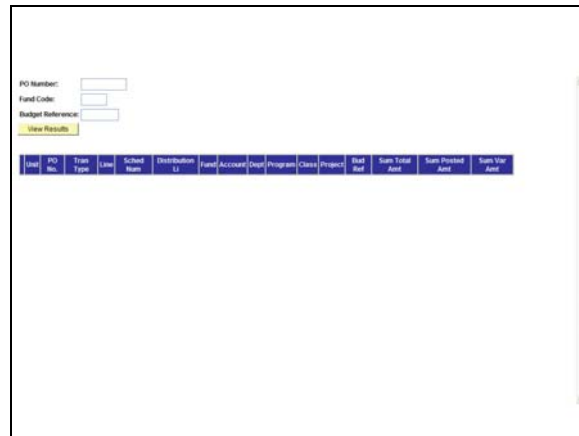
Step	Action
1.	Click the Reporting Tools link. ▶ Reporting Tools

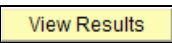


Step	Action
2.	Click the Query link. ▶ Query
3.	Click the Query Viewer link. Query Viewer



Step	Action
4.	Enter " BOR_KK_POENC_RECON " in the begins with field.
5.	Click the Perform Search button. 
6.	Click the HTML link. 



Step	Action
7.	Enter "%" in the PO Number field.
8.	Enter " 1000 " in the Fund Code field.
9.	Enter " 2006 " in the Budget Reference field.
10.	Click the View Results button. 

Step	Action
11.	Review the results and determine if any corrections are required. Press Enter to continue.
12.	<p>Congratulations. You have just completed the Reconciling POENC to KK Activity Log topic. Below is a summary of the key concepts of this topic:</p> <ul style="list-style-type: none"> - The purpose of this query is to reconcile the detail Commitment Control Activity Log to non-prorated purchase orders. - The BOR_KK_POENC_RECON query should be run at month end to insure the integrity of the Commitment Control ledgers. <p>End of Procedure.</p>

KK.075.015 - Running BOR_KK_TRVAUTH_RECON

This topic addresses how to run the TRVAUTH to KK Activity Log query that should be run at month end to insure the integrity of the Commitment Control ledgers. This query reconciles the detail Commitment Control Activity Log to the Travel Authorization Source Transactions.

Topic Objectives:

Upon completion of this topic, you will be able to:

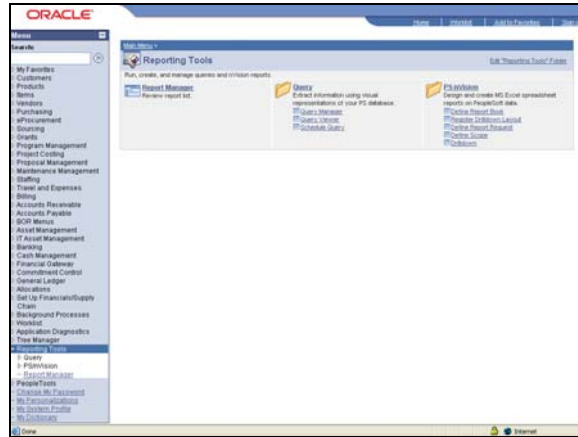
- Run the BOR_KK_TRVAUTH_RECON query.
- Identify the information provided by the BOR_KK_TRVAUTH_RECON query.

Procedure

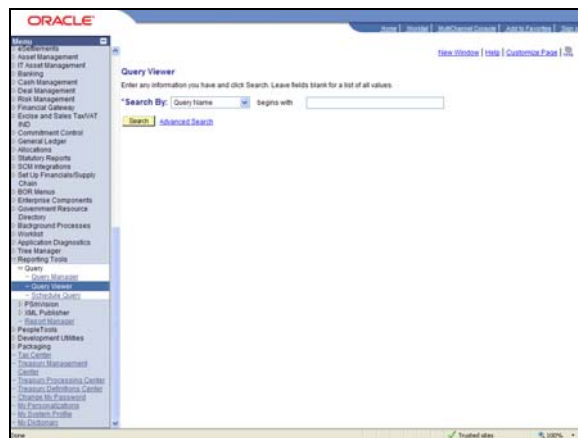
For this topic, imagine that you want to run the BOR_KK_TRVAUTH_RECON query in order to reconcile Commitment Control activity. Let's see how this is done.



Step	Action
1.	Click the Reporting Tools link. ▶ Reporting Tools





Step	Action
2.	Click the Query link. ▶ Query
3.	Click the Query Viewer link. Query Viewer

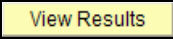


Training Guide

Commitment Control - Reconciliations

Step	Action
4.	Enter " BOR_KK_TRVAUTH_RECON " in the begins with field.
5.	Click the Perform Search button. 
6.	Click the HTML link. 



Step	Action
7.	Enter "%" in the Travel Authorization ID field.
8.	Enter " 10000 " in the Fund Code field.
9.	Enter " 2006 " in the Budget Reference field.
10.	Click the View Results button. 
11.	Review the results and determine if any corrections are required. Press Enter to continue.
12.	Congratulations. You have just completed the Reconciling TRVAUTH to KK Activity Log topic. Below is a summary of the key concepts of this topic: - The purpose of this query is to reconcile the detail Commitment Control Activity Log to the Travel Authorization Source Transactions. - The BOR_KK_TRVAUTH_RECON query should be run at month end to insure the integrity of the Commitment Control ledgers. End of Procedure.

KK.075.016 - Running BOR_KK_APVCHR_RECON

This topic addresses how to run the APVCHR to KK Activity Log query that should be run at month end to insure the integrity of the Commitment Control ledgers. This query reconciles the detail Commitment Control Activity Log to the AP Voucher source transactions.

Topic Objectives:

Upon completion of this topic, you will be able to:

- Run the BOR_KK_APVCHR_RECON query.
- Identify the information provided by the BOR_KK_APVCHR_RECON query.

Procedure

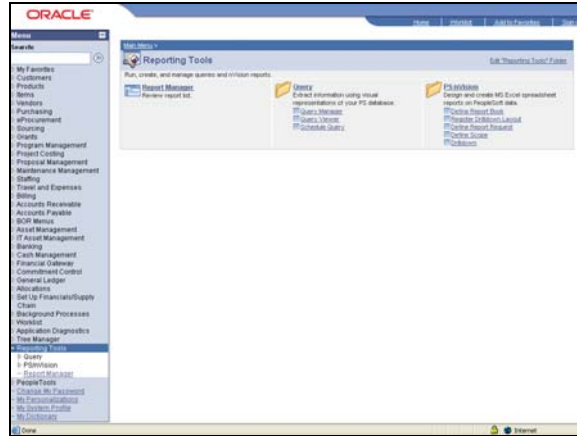
For this topic, imagine that you want to run the BOR_KK_APVCHR_RECON query in order to reconcile Commitment Control activity. Let's see how this is done.



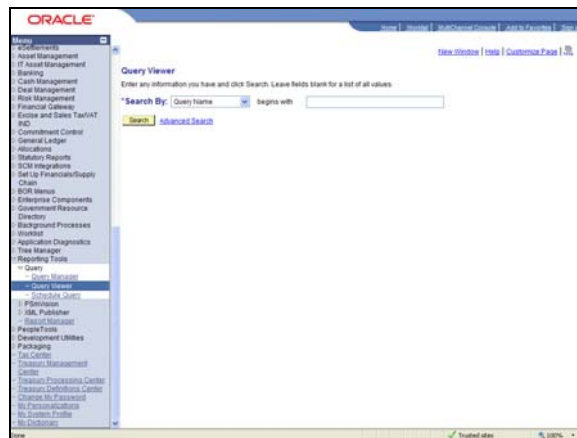
Step	Action
1.	Click the Reporting Tools link. <input type="text" value="Reporting Tools"/>

Training Guide

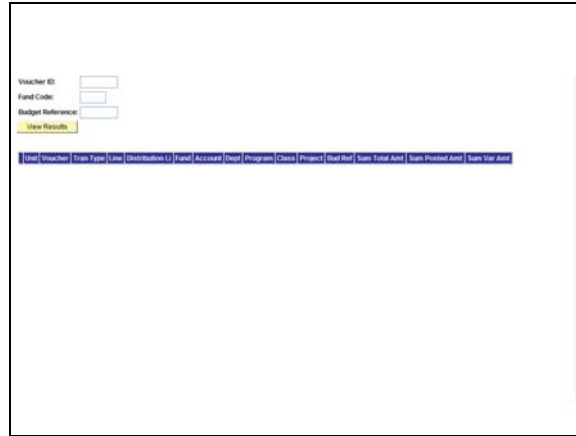
Commitment Control - Reconciliations

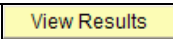


Step	Action
2.	Click the Query link. Query
3.	Click the Query Viewer link. Query Viewer



Step	Action
4.	Enter " BOR_KK_APVCHR_RECON " in the begins with field.
5.	Click the Perform Search button. Search
6.	Click the HTML link. HTML



Step	Action
7.	Enter "%" in the Voucher ID field.
8.	Enter "10000" in the Fund Code field.
9.	Enter "2006" in the Budget Reference field.
10.	Click the View Results pushbutton to execute the query. 
11.	Review the results and determine if any corrections are required. Press Enter to continue.
12.	Congratulations. You have just completed the Reconciling APVCHR to KK Activity Log topic. Below is a summary of the key concepts of this topic: - The purpose of this query is to reconcile the detail Commitment Control Activity Log to the AP vouchers source transactions. - The BOR_KK_APVCHR_RECON query should be run at month end to insure the integrity of the Commitment Control ledgers. End of Procedure.