Banner Web for Finance

Dear Financial statement user:

If you have permission to access financial statements on the web, you may also access real time Banner finance data via the web through Vault. Please follow the instructions below to access your financial data on the Web.

- 1. Go to Vault
- 2. Click "My Account" in the gray shaded are on the left.
- 3. Log in
- 4. Click "Banner Web"
- 5. Then select the "Financial Information Menu"
- 6. Select Budget Queries.

This should bring you to the following screen:

😻 Budget Queri	es :: Andrews University - Mo	zilla Firefox							
<u>F</u> ile <u>E</u> dit <u>V</u> iew	Hi <u>s</u> tory <u>B</u> ookmarks <u>Y</u> ahoo! <u>T</u>	ools <u>H</u> elp	**** **** ***						
<u> ()</u> - ()	🖁 😹 🗙 🏠 🌆 http	s://banner.andrews.edu/banner/owa/bwfkrpvu.P_Budget_Start	Y Yahoo 🔎						
🖻 Most Visited 🏶 Getting Started 🔝 Latest Headlines 🏧 Local Weather Foreca 🥲 HOME - Comcast.net 🔛 TV Listings - Find Local 🔀 Whacovia 🐧 Home :: Andrews Univ 🛛 😕									
Y! · ℓ ·		💌 🔶 Search Web 🔹 🔰 🔹 🖄 Mail 🔹 🎁 Shopping 🔹 🔷 Personals 🔹 🎡 M	ly Yahoo! 🧊 News 🔹 🮯 Games 🔹 »						
	Andrews & University SERK KNOWLEDGE. AFFIRM FAITH. GHANGE THE WORLD. Home Personal Information Student Services Employee Services Financial Services Financial Aid								
		Welcome, Sharyl Turon (not Sharyl Turon? Logout)	굡 Print Page						
	Log Out Help	To create a new query choose a query type and select Create Query. To retrieve an existing query choose a saved query and select Retrieve Query.	retrieve an						
	< Back	Create a New Query Type Budget Status by Account Create Query							
		Retrieve Existing Query Saved Query None Retrieve Query							
		PROD/secure							
	banner, and rews, edu is provided Questions or comments? progra	1 by Intermation Technology Services Copyright © 2009 Ar <u>Jandrews.edu</u> Berrien Springs,	ndrews University , Michigan 49104 🛛 😽						
Done banner.andrews.edu 🔒 🚅									

Click the drop down menu under "Retrieve Existing Query (shared)".



Select "General Departmental Query".

🕲 Budget Queries :: Andrews University - Mozilla Firefox	X							
Eile Edit <u>Vi</u> ew Hi <u>s</u> tory <u>B</u> ookmarks <u>Y</u> ahoo! <u>T</u> ools <u>H</u> elp	$\lambda_{1}^{*}\lambda_{1}$							
😮 🕞 🕻 🚊 X 🏠 🚳 https://banner.andrews.edu/banner/owa/bwfkrpvu.P_Budget_Start 🏠 🔹 🔽 Yahoo	P							
🙍 Most Visited 🏟 Getting Started 🔊 Latest Headlines 🚾 Local Weather Foreca 🥲 HOME - Comcast.net 🔛 TV Listings - Find Local 素 Whacovia 💧 Home :: Andrews Univ 🛸								
Y · 🖉 ·	»							
SEEX KNOWLEDGE AFRAM FAITH CHANGE THE WORLD Home Personal Information Student Services Employee Services Financial Services Financial Aid								
Welcome, Sharyl Turon (not Sharyl Turon? Logout) A Print Page								
Log Out Image: Constant of the period of								
Create a New Query Type Budget Status by Account Create Query	=							
Retrieve Existing Query Saved Query General Departmental Query (Shared) V Retrieve Query								
PROD/secure								
banner.andrews.edu is provided by Information Technology Services Copyright © 2009 Andrews University	~							
Done banner.andrews.edu 🔒 🤢								

Click "Retrieve Query"



Click "Continue"



Enter your 4 digit Organization code in the Organization field. Click Submit Query.

🕲 Report A :: Andrews University -	Mozilla	a Firefox					
Eile Edit Yiew History Bookmarks	Yahoo!	<u>T</u> ools <u>H</u> elp			0 ⁰ 0 0 0 ₀ 0		
🔇 🖸 - C 🚊 🗙 🏠	Ø	https://banner.andrews.edu/banner/owa/bwfkrpo	u.P_ReportA	☆ • ¥	🕫 Yahoo 🔎		
🔎 Most Visited p Getting Started 流 Lat	est Head	llines 🚾 Local Weather Foreca 🧿 HOME - Co	mcast.net 🔛 TV Listings - Fin	d Local 素 Whacovia 🏻 (👌 Home :: Andrews Univ 🛛 »		
Y! · & ·		🔺 🔶 Search Web 🔹 🚺 🔹 🖄 Ma	il 🔹 🏐 Shopping 🔹 🛷 Pe	rsonals 🔹 🥸 My Yahoo!	🐚 News 🔹 🮯 Games 🔹 »		
		Period Ending Apr 30, 200	09				
As of Apr 10, 2009							
	Chart of	Accounts 9 Andrews University Chart	All				
	Fund	11 CURRENT UNRESTRICTED GENE	RAL FUND Program	All			
	Account	ation 5300 FINANCIAL RECORDS	Location				
	Query F	lesuks	r				
	Account	Account Title	FY09/PD10 Adjusted Budget	FY09/PD10 Year to Date			
	8419	OTHER FEES/SERVICES	0.00	48.00	_		
	8750	MISC INCOME	0.00	27.64			
	8950	UNDERGRAD RESEARCH GRANT	0.00	30.00			
	9110	SALARY	161,450.00	<u>138,742.73</u>			
	9210	STAFF WAGES	89,492.00	<u>87,183.39</u>			
	9220	STAFF HOURLY CONTRACTS	1,935.92	<u>1,256.00</u>			
	9250	STUDENT WAGES	23,710.20	<u>15,431.15</u>			
	9271	FEDERAL WORK STUDY	0.00	<u>881.61</u>			
	9300	GENERAL BENEFITS	101,576.00	<u>91,726.75</u>			
	9350	PROFESSIONAL DEVELOPMENT/LICENSURE	1,206.85	<u>307.96</u>	=		
	9430		4,609.00	<u>1,926.60</u>			
	9510		13,432.95	<u>10,731.05</u>			
	9535		633.78	<u>190.60</u>			
	9560		38,639.99	30,706.20			
	9613		0.00	(693.00)			
	Buneir -	total	(436,686.69)	(378,285.40)			
	Running Roport 7	total	(436,696.69)	(378,285.40)			
	Keport		(366,119.14)	(313,583.40)			
	Next Down Save Save Compate Column	15> d All Ledger Columns Download Selected Ledger Columny as ared ared 1 Operator Column 2	lumns	After Column	New Column		
	7				Description 🗸		
Done					banner.andrews.edu 🔒 🛒		
/	/						

The first 15 line of your Organization with Budget and Year to date columns should appear. The fields in the Year to date column are underlined. You can click on any of these fields to see the detail for that number. Click "Next 15" to see the next 15 lines of your department budget.