Budget Center Training

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Objectives

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

- Gain a basic understanding of navigating My and the use of Transfer Center
- Gain a basic understanding of Cognos
- Understand the folder structure and report content of the Budget Center in Cognos
- View and Understand Report Purpose and Content
- Maximize Cognos Functionality such as Subscriptions, Exporting, and Interactive Features

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Agenda

To enable you to do this, we will:

- Discuss the full Budget Center
- View Transfer Center
- Discuss Cognos Basics and Vocabulary
  - Parts of Budget Center
  - Cognos Capabilities and Information
  - Available Packages
  - Budget Center Package Data
- Demonstrate Cognos Navigation and Budget Center Reports
- Independent Practice/Break
- Dashboards
- Fun Games and Candy!

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Budget Center
BUDGET WIZARD
• Budget Center goes live March 29th
• Budget Wizard will be turned off the same day
My.IllinoisState
TRANSFER CENTER
COGNOS
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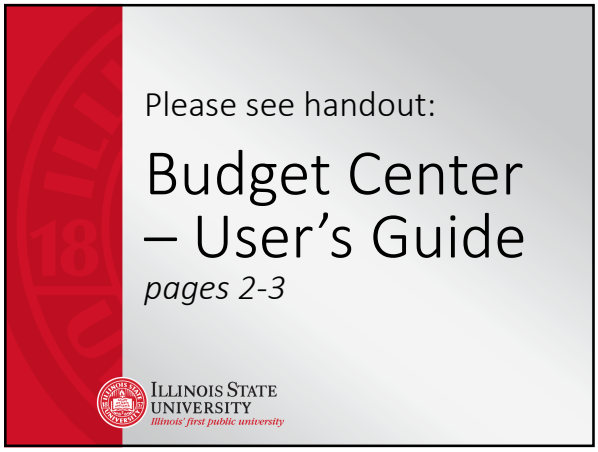
Please see handout:
Budget Center – User's Guide
pages 2-3
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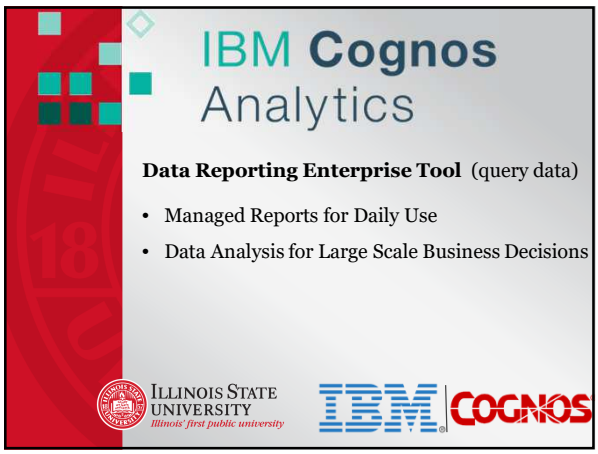
IBM Cognos Analytics
Data Reporting Enterprise Tool (query data)
• Managed Reports for Daily Use
• Data Analysis for Large Scale Business Decisions
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IBM COGNOS

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The Information
COGNOS
IDW
DATATEL
Colleague
iPEOPLE
TRANSFER
CAMPUS SOLUTIONS
CENTER

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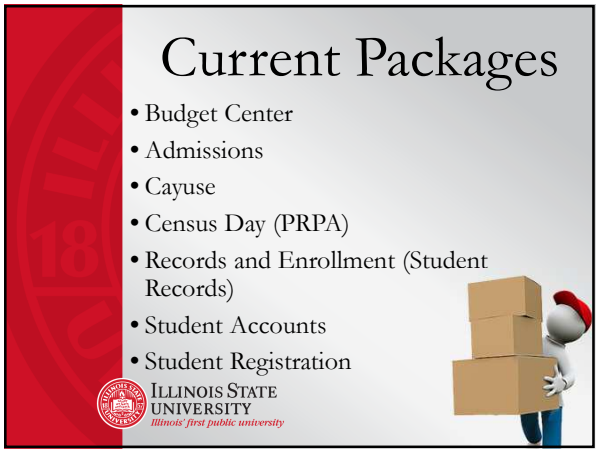
Current Packages
• Budget Center
• Admissions
• Cayuse
• Census Day (PRPA)
• Records and Enrollment (Student Records)
• Student Accounts
• Student Registration
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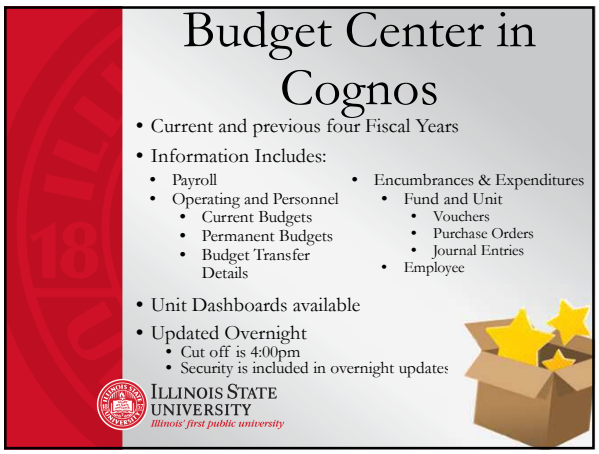
Budget Center in Cognos
• Current and previous four Fiscal Years
• Information Includes:
• Payroll
• Operating and Personnel
• Current Budgets
• Permanent Budgets
• Budget Transfer Details
• Encumbrances & Expenditures
• Fund and Unit
• Vouchers
• Purchase Orders
• Journal Entries
• Employee
• Unit Dashboards available
• Updated Overnight
• Cut off is 4:00pm
• Security is included in overnight updates
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Questions??

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Supported Browsers

Always allows pop ups for Cognos

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Let's Take a Look

Insight.IllinoisState.edu

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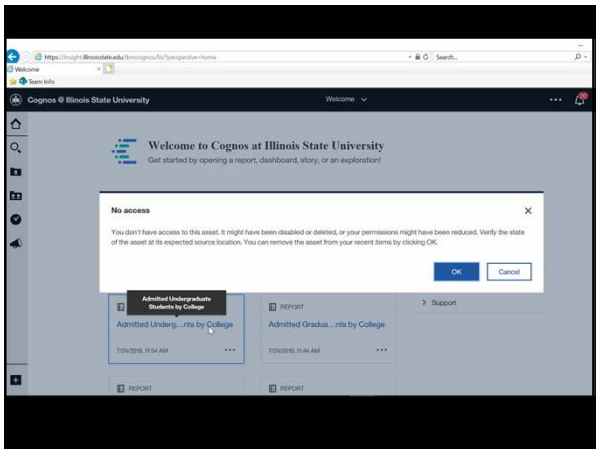
Cognos @ Illinois State University
Welcome
Welcome to Cognos at Illinois State University
Get started by opening a report, dashboard, story, or an exploration!
No access
You don't have access to this asset. It might have been disabled or deleted, or your permissions might have been reduced. Verify the state of the asset at its expected source location. You can remove the asset from your recent items by clicking OK.
OK
Cancel
Admitted Undergraduate Students by College
Admitted Underg...nts by College
Admitted Gradua...nts by College
Support

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Assistance Available
Technology Support Center (TSC) (for technical issues)
• Phone - 438-HELP (4357)
• Email - SupportCenter@IllinoisState.edu
• Web - ITHelp.IllinoisState.edu
University Budget Office (for questions about data and the Transfer Center)
• Phone - 438-2143
• Email - UniversityBudgetOffice @IllinoisState.edu
Enterprise Data and Analytics (for up-to-date information about the Budget Center package and reports in Cognos, as well as help documents)
• Web – TechSolutions.IllinoisState.edu/EDA
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Thank you!
Q
&
A
Questions?
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