



Transactions By Project

Report Summary

Printed Report Title: Transactions by Project

List GL transactions grouped by date and assigned Project Code.

Includes a drill down to the individual Journal Entry for any transaction.

Default Location In Orchestrated

Base Module: Financials > Financial Reports > Orchestrated Reports

Reports Module: Reports > Financials > Orchestrated Reports

**These are the standard default locations. Your locations may be different.*

Typically Used by

Controllers and Bookkeepers would use this to review Project expenses and verify that entries were coded to the correct Project.

Key Requirements

Only transactions or Documents that are assigned to a Project will show up on this report.



Parameter Entry Options

Required:

Starting and Ending Dates

Optional:

Select Project(s)

Select Account(s)

Parameter Entry Image

The screenshot shows a dialog box titled "- Selection Criteria" with a standard Windows window border. Inside the dialog, there are four labeled input fields: "Starting:" with a date field containing "01/01/2014"; "Ending:" with a date field containing "12/31/2014" and a small blue icon to its right; "Select Project(s) (Optional):" with a checked checkbox and a small yellow button with "xxx" text; and "Select Account(s):" with an unchecked checkbox and a small yellow button with "xxx" text. At the bottom left of the dialog are two yellow buttons labeled "OK" and "Cancel".



Report Sample Image

Transactions by Project

for transactions dated 1/1/2014 - 12/31/2014

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12/19/2014

1:17 pm

EVENTS:

43120-02 Special Events Income (TR)

Post Date	Document Info	Debit	Credit	JE Trans Drill	Offsetting Account Information
6/6/2014	⇒ Manual Journal Entry - ()	\$ -	\$ 500	☐	10012-00; Checking - Huntington Checking
6/13/2014	⇒ Manual Journal Entry - ()	\$ -	\$ 500	☐	10012-00; Checking - Huntington Checking
6/18/2014	⇒ Manual Journal Entry - ()	\$ -	\$ 500	☐	10012-00; Checking - Huntington Checking

50010-02 Band Booking Fees (TR)

Post Date	Document Info	Debit	Credit	JE Trans Drill	Offsetting Account Information
5/6/2014	⇒ A/P Invoice - 10961 ()	\$ 6,250	\$ -	☐	V10961; Monterey International, Inc.
5/6/2014	⇒ A/P Invoice - 10962 ()	\$ 10,000	\$ -	☐	V10961; Monterey International, Inc.
5/21/2014	⇒ A/P Invoice - 11352 ()	\$ 3,000	\$ -	☐	V10842; Madison House, Inc.
5/21/2014	⇒ A/P Invoice - 11353 ()	\$ 375	\$ -	☐	V12070; Atomic Music Group
5/21/2014	⇒ A/P Credit Memo - 5463 (Giving Tree)	\$ -	\$ 375	☐	V12070; Atomic Music Group
5/21/2014	⇒ A/P Credit Memo - 5464 (Break Science)	\$ -	\$ 3,000	☐	V10842; Madison House, Inc.
Band Booking Fees (TR) (50010-02) Totals:		\$ 19,625.00	\$ 3,375.00		

50060-02 Special Events Expense (TR)

Post Date	Document Info	Debit	Credit	JE Trans Drill	Offsetting Account Information
3/1/2014	⇒ A/P Invoice - 10312 ()	\$ 70	\$ -	☐	V10608; Huntington Bank
4/15/2014	⇒ A/P Invoice - 11053 ()	\$ 975	\$ -	☐	V10608; Huntington Bank
4/21/2014	⇒ A/P Invoice - 10407 ()	\$ 10,000	\$ -	☐	V10842; Madison House, Inc.
5/8/2014	⇒ A/P Invoice - 11058 ()	\$ 850	\$ -	☐	V11662; Jamcare Services LLC
5/21/2014	⇒ A/P Invoice - 11533 ()	\$ 3,000	\$ -	☐	V10842; Madison House, Inc.
5/29/2014	⇒ A/P Invoice - 11915 ()	\$ 3,000	\$ -	☐	V10237; CBS Outdoor
5/30/2014	⇒ A/P Invoice - 11532 ()	\$ 375	\$ -	☐	V12070; Atomic Music Group
6/6/2014	⇒ A/P Invoice - 11728 ()	\$ 1,500	\$ -	☐	V11686; High Five Program
6/9/2014	⇒ A/P Invoice - 11916 ()	\$ 2,000	\$ -	☐	V10237; CBS Outdoor
6/19/2014	⇒ A/P Invoice - 12026 ()	\$ 879	\$ -	☐	V11723; Alliance Beverage
Special Events Expense (TR) (50060-02) Totals:		\$ 22,649.12	\$ -		

Rev: 14/12/14

Rev: 10/12/14

Version 4.5.1.0