

Visions - How to: Grid Layouts, Negative Line-Items, & Account Detail

Date: July 9, 2019

Team Name: Budget Department

“How to” topics:

#1 TOPIC: Set-up new Grid Layouts

#2 TOPIC: Identify what has been paid on each line item. If Variance is negative, a PO Revision is needed!

#3 TOPIC: Account Detail is a quick way to check your fund balance

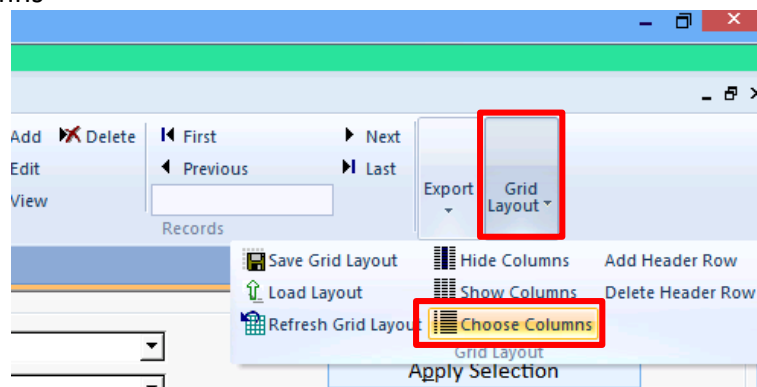
#1 TOPIC: Set-up new Grid Layouts

Overview: Visions gives you the ability to customize your Grid Layouts. You can save several Grid Layouts for different purposes. A Grid Layout commonly saved is Line Amount, Line Paid, Line Variance in Purchasing & Payables > Purchasing > Control Panel.

How to: At the Control Panel...

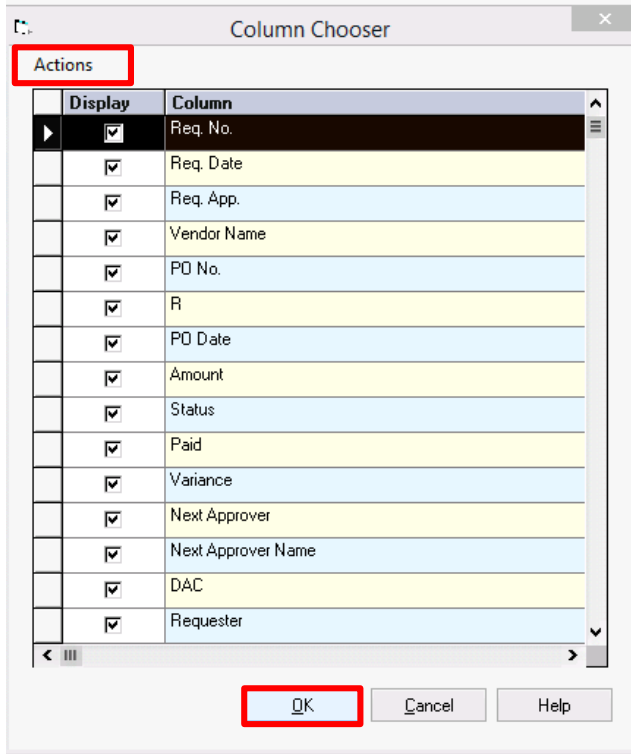
- 1) Add either a PO number or Vendor name
- 2) Select “Show Paid Column” and “Show Account Detail”
- 3) Select “Apply”

- 4) Select the Grid Layout box located in the top right header
- 5) Select Choose Columns



- 6) ACTION allows you to either “Select All” or “De-Select All” quickly

- 7) Or you can manually select what columns you need
 - i) For our new Grid Layout "Line Amount, Line Paid, Line Variance" please select Vendor Name, PO No., Description, Account Code, Line Total Ordered, Line Total Paid, and Line Paid Variance
- 8) Select OK



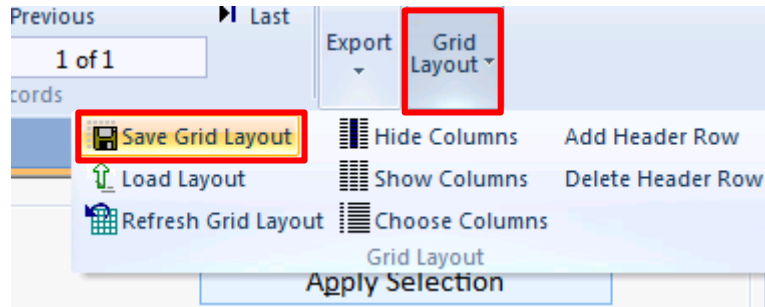
Column Header Options	
Req. No.	Unit Price
Req. Date	Ext. Price
Req. App.	Tax
Vendor Name	Freight
PO No.	Line Total Ordered
R	Line Total Paid
PO Date	Line Paid Variance
Amount	Line Qty Ordered
Status	Line Qty Paid
Paid	Line Ordered Variance
Variance	Line Qty Recvd
Next Approver	Line Recvd Variance
Next Approver Name	Reference
DAC	Warehouse Item Number
Requester	Has Documents
PO Printed	Award Number
Project	PO Type
Req. User	W9 Received
Req User Name	Include on PO Board Report
PO User	PO Board Summary
PO User Name	PO Board For
Internal Notes	PO Board Date
Description	Buyer
Part No.	ePO
Account	Open Encumbrance
Account Description	Notes

- 9) The new Grid Layout is now displayed
- 10) Before saving, it's recommended you set/customize the column size and column locations first

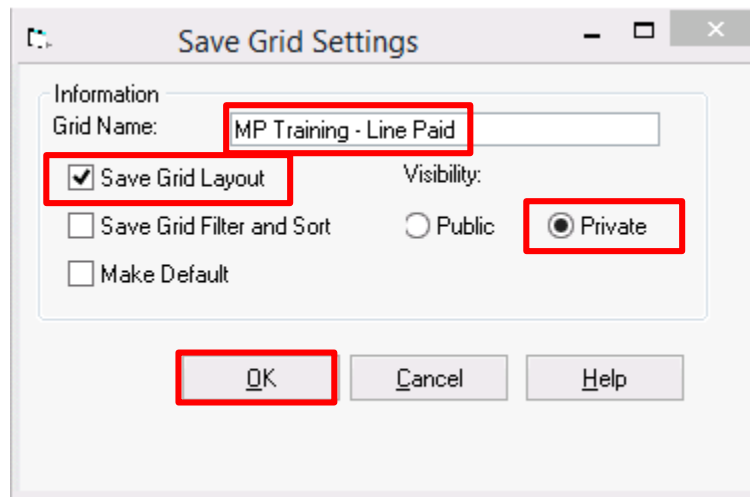
Control Panel						
PO No.	Vendor Name	Description	Account	Line Total Ordered	Line Total Paid	Line Paid Variance
190392	EPCOR WATER	Water services for sites belo	001.100.2610.6411.500.503.0000	\$0.00	\$0.00	\$0.00
190392	EPCOR WATER	Canyon Ridge	001.100.2610.6411.124.503.0000	\$46,000.00	\$37,877.14	\$8,122.86
190392	EPCOR WATER	Cimarron Springs	001.100.2610.6411.112.503.0000	\$64,800.00	\$46,739.47	\$18,060.53
190392	EPCOR WATER	Kingswood	001.100.2610.6411.106.503.0000	\$28,300.00	\$19,342.02	\$8,957.98
190392	EPCOR WATER	Mountain View	001.100.2610.6411.123.503.0000	\$48,000.00	\$29,660.91	\$18,339.09
190392	EPCOR WATER	Shadow Ridge HS	001.100.2610.6411.225.503.0000	\$235,700.00	\$106,462.71	\$129,237.29
190392	EPCOR WATER	Sonoran Heights	001.100.2610.6411.120.503.0000	\$49,100.00	\$43,627.13	\$5,472.87
190392	EPCOR WATER	Sunset Hills	001.100.2610.6411.118.503.0000	\$59,000.00	\$39,392.20	\$19,607.80
190392	EPCOR WATER	West Point	001.100.2610.6411.108.503.0000	\$60,400.00	\$52,650.06	\$7,749.94
190392	EPCOR WATER	Western Peaks	001.100.2610.6411.121.503.0000	\$48,000.00	\$59,436.21	(\$11,436.21)
190392	EPCOR WATER	Willow Canyon HS	001.100.2610.6411.210.503.0000	\$210,000.00	\$178,539.31	\$31,460.69
190392	EPCOR WATER	Western Peaks ¹ Innovation A	001.100.2610.6411.121.503.0000	\$13,000.00	\$15,901.03	(\$2,901.03)

11) Select the Grid Layout box located in the top right header to save

12) Select Save Grid Layout



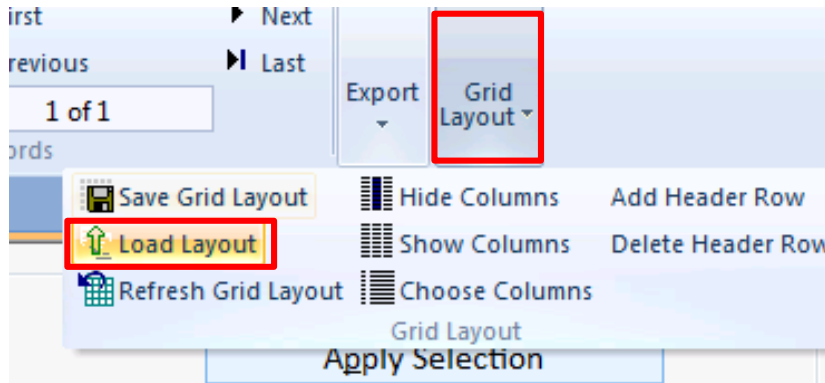
- i) Add a Grid Name – example “MP Training – Line Paid”
- ii) Toggle Save Grid Layout
- iii) Always select Private
- iv) If you ever want any setting to be your “Default” layout, just toggle this box too
- v) Select OK



13) Now this new “MP Training - Line Paid” Grid Layout is available when you need it...Let’s find it....

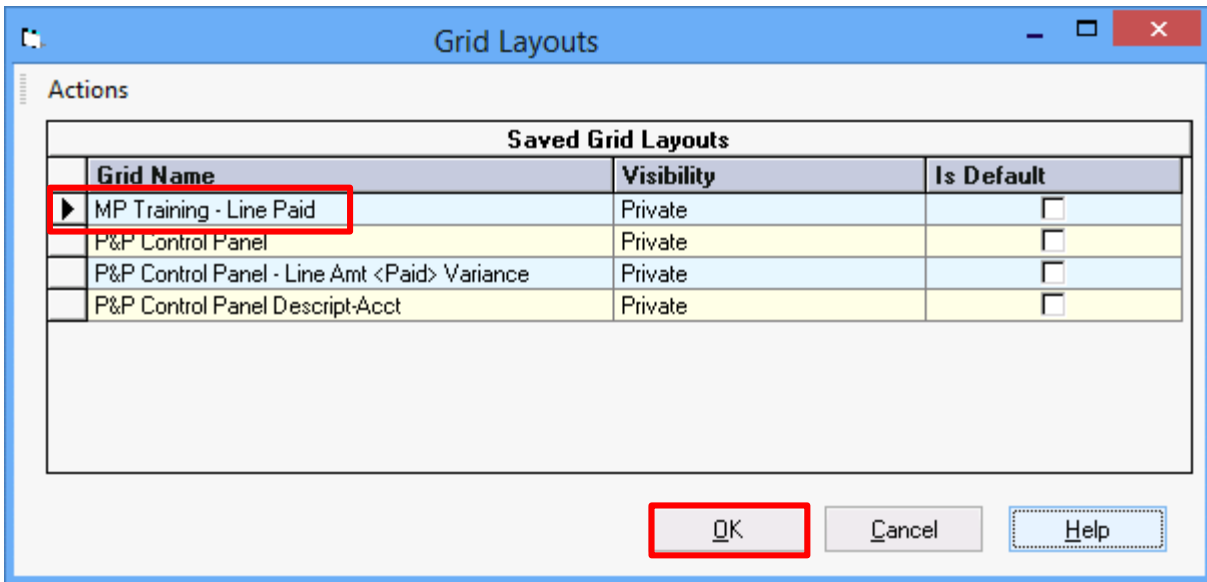
14) Select the Grid Layout box located in the top right header is Grid Layout box

15) Select Load Layout



17) Select the appropriate Grid Layout

18) Select OK

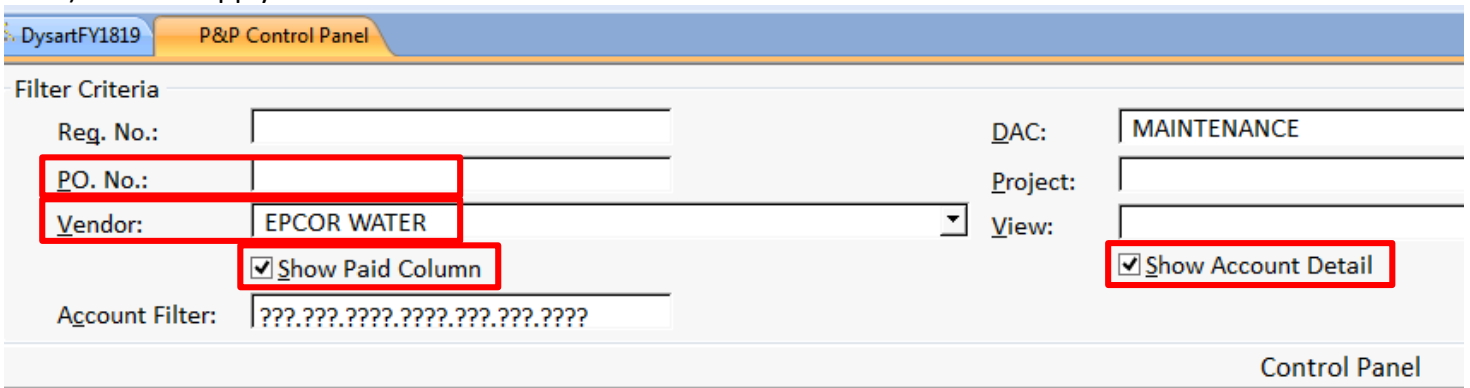


#2 TOPIC: Identify what has been paid on each line item. If Variance is **NEGATIVE**, a PO Revision is needed!

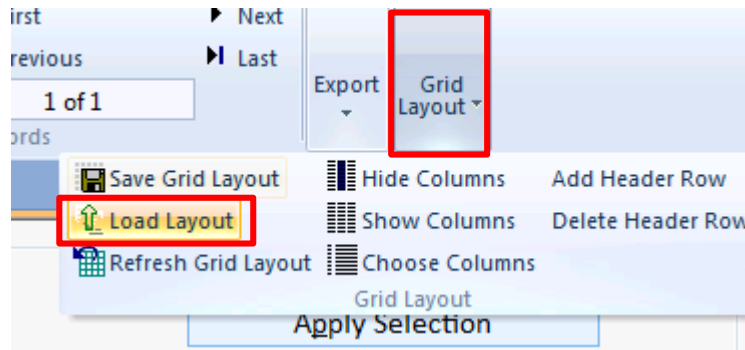
Overview: Visions allows invoices to be paid over the Line Total Ordered amount, but never over the total amount of the PO. Therefore, it is recommended to process a PO Revision for any negative Line Paid Variance lines due to fund balance impacts. Let's use our new Grid Layouts called MP Training – Line Paid.

How to: At the Control Panel...

- 1) Add either a PO number or Vendor name
- 2) Select "Show Paid Column" and "Show Account Detail"
- 3) Select "Apply"



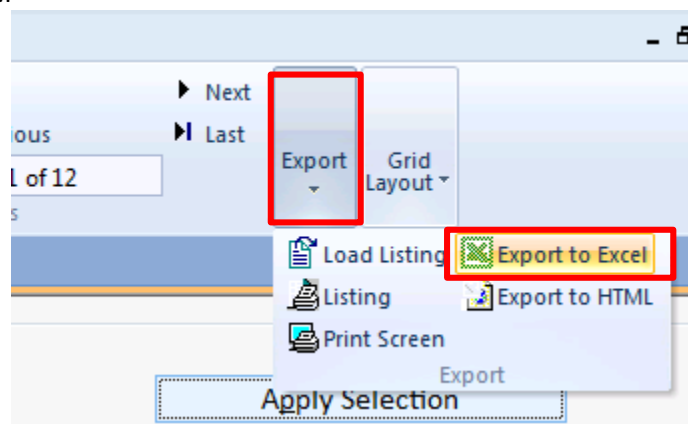
- 4) Select the Grid Layout box located in the top right header
- 5) Select Load Layout
- 6) Select your new "MP Training - Line Paid" layout
- 7) Select OK



- 8) Now let's look at the data for each line on the Purchase Order. There are two lines with negative Line Paid Variance. Unfortunately, Visions currently views negative numbers as \$0.00. So, this really impacts the Encumbrances and fund balances.

Control Panel						
PO No.	Vendor Name	Description	Account	Line Total Ordered	Line Total Paid	Line Paid Variance
190392	EPCOR WATER	Water services for sites belo	001.100.2610.6411.500.503.0000	\$0.00	\$0.00	\$0.00
190392	EPCOR WATER	Canyon Ridge	001.100.2610.6411.124.503.0000	\$46,000.00	\$37,877.14	\$8,122.86
190392	EPCOR WATER	Cimarron Springs	001.100.2610.6411.112.503.0000	\$64,800.00	\$46,739.47	\$18,060.53
190392	EPCOR WATER	Kingswood	001.100.2610.6411.106.503.0000	\$28,300.00	\$19,342.02	\$8,957.98
190392	EPCOR WATER	Mountain View	001.100.2610.6411.123.503.0000	\$48,000.00	\$29,660.91	\$18,339.09
190392	EPCOR WATER	Shadow Ridge HS	001.100.2610.6411.225.503.0000	\$235,700.00	\$106,462.71	\$129,237.29
190392	EPCOR WATER	Sonoran Heights	001.100.2610.6411.120.503.0000	\$49,100.00	\$43,627.13	\$5,472.87
190392	EPCOR WATER	Sunset Hills	001.100.2610.6411.118.503.0000	\$59,000.00	\$39,392.20	\$19,607.80
190392	EPCOR WATER	West Point	001.100.2610.6411.108.503.0000	\$60,400.00	\$52,650.06	\$7,749.94
190392	EPCOR WATER	Western Peaks	001.100.2610.6411.121.503.0000	\$48,000.00	\$59,436.21	(\$11,436.21)
190392	EPCOR WATER	Willow Canyon HS	001.100.2610.6411.210.503.0000	\$210,000.00	\$178,539.31	\$31,460.69
190392	EPCOR WATER	Western Peaks' Innovation A	001.100.2610.6411.121.503.0000	\$13,000.00	\$15,901.03	(\$2,901.03)

- 9) Let's export this data to Excel, so column totals can be added and viewed easily
- 10) Select the Export box located in the top right header
- 11) Select Export to Excel



12) In Excel, add a formula to sum columns E-Line Total Ordered, F-Line Total Paid, and G-Line Paid Variance

A	B	C	D	E	F	G
PO No.	Vendor Name	Description	Account	Line Total Ordered	Line Total Paid	Line Paid Variance
1		Water services for sites below. Blanket purchase order not to exceed \$862,300. PO expires June 30, 2019.				
2	190392	EPCOR WATER	001.100.2610.6411.500.503.0000	\$0.00	\$0.00	\$0.00
3	190392	EPCOR WATER	001.100.2610.6411.124.503.0000	\$46,000.00	\$37,877.14	\$8,122.86
4	190392	EPCOR WATER	001.100.2610.6411.112.503.0000	\$64,800.00	\$46,739.47	\$18,060.53
5	190392	EPCOR WATER	001.100.2610.6411.106.503.0000	\$28,300.00	\$19,342.02	\$8,957.98
6	190392	EPCOR WATER	001.100.2610.6411.123.503.0000	\$48,000.00	\$29,660.91	\$18,339.09
7	190392	EPCOR WATER	001.100.2610.6411.225.503.0000	\$235,700.00	\$106,462.71	\$129,237.29
8	190392	EPCOR WATER	001.100.2610.6411.120.503.0000	\$49,100.00	\$43,627.13	\$5,472.87
9	190392	EPCOR WATER	001.100.2610.6411.118.503.0000	\$59,000.00	\$39,392.20	\$19,607.80
10	190392	EPCOR WATER	001.100.2610.6411.108.503.0000	\$60,400.00	\$52,650.06	\$7,749.94
11	190392	EPCOR WATER	001.100.2610.6411.121.503.0000	\$48,000.00	\$59,436.21	-\$11,436.21
12	190392	EPCOR WATER	001.100.2610.6411.210.503.0000	\$210,000.00	\$178,539.31	\$31,460.69
13	190392	EPCOR WATER	001.100.2610.6411.121.503.0000	\$13,000.00	\$15,901.03	-\$2,901.03
14						
15						
16						
17						



PO No.	Vendor Name	Description	Account	Line Total Ordered	Line Total Paid	Line Paid Variance
190392	EPCOR WATER	Water services for s	001.100.2610.6411.500.503.0000	\$0.00	\$0.00	\$0.00
190392	EPCOR WATER	Canyon Ridge	001.100.2610.6411.124.503.0000	\$46,000.00	\$37,877.14	\$8,122.86
190392	EPCOR WATER	Cimarron Springs	001.100.2610.6411.112.503.0000	\$64,800.00	\$46,739.47	\$18,060.53
190392	EPCOR WATER	Kingswood	001.100.2610.6411.106.503.0000	\$28,300.00	\$19,342.02	\$8,957.98
190392	EPCOR WATER	Mountain View	001.100.2610.6411.123.503.0000	\$48,000.00	\$29,660.91	\$18,339.09
190392	EPCOR WATER	Shadow Ridge HS	001.100.2610.6411.225.503.0000	\$235,700.00	\$106,462.71	\$129,237.29
190392	EPCOR WATER	Sonoran Heights	001.100.2610.6411.120.503.0000	\$49,100.00	\$43,627.13	\$5,472.87
190392	EPCOR WATER	Sunset Hills	001.100.2610.6411.118.503.0000	\$59,000.00	\$39,392.20	\$19,607.80
190392	EPCOR WATER	West Point	001.100.2610.6411.108.503.0000	\$60,400.00	\$52,650.06	\$7,749.94
190392	EPCOR WATER	Western Peaks	001.100.2610.6411.121.503.0000	\$48,000.00	\$59,436.21	(\$11,436.21)
190392	EPCOR WATER	Willow Canyon HS	001.100.2610.6411.210.503.0000	\$210,000.00	\$178,539.31	\$31,460.69
190392	EPCOR WATER	Western Peaks' Innc	001.100.2610.6411.121.503.0000	\$13,000.00	\$15,901.03	(\$2,901.03)
				\$862,300.00	\$629,628.19	\$232,671.81

13) The Control Panel **DOES** match the PO amount, Total Paid amount, and Variance amount

DysartFY1819 P&P Control Panel

Filter Criteria

Reg. No.:

PO. No.:

Vendor:

Account Filter:

DAC:

Project:

View:

Show Paid Column

Show Account Detail

Control Panel

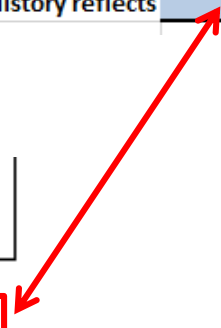
Req.	Req. Date	Req.	Vendor Name	PO No.	R	Status	PO Date	Amount	Paid	Variance
10766	06/20/2018	Yes	EPCOR WATER	190392	0	Open	07/01/2018	\$862,300.00	\$629,628.19	\$232,671.81

- 14) As a result of Visions programming issue, this impacts how much is remaining on Purchase Orders
- CORRECT:** In this Excel export example, the sum of Line Total Ordered less Line Total Paid does agree with/total Line Paid Variance. The negative \$<11,436.21> and \$<2,901.03> accurately reduces the Purchase Order's balance to \$232,671.81
 - NOT CORRECT:** Due to the programming issue, Visions calculates the Purchase Order balance as \$247,009.05 which impacts the PO Pay History, General Ledger Report Writer, and ultimately the bottom-line on your Fund Balance. Visions read the negative numbers as \$0.00. There is a difference of \$14,337.24 being overstated
 - The PO Pay History and Encumbrance report verifies that the \$247,009.05 is still being encumbered against your funds/Purchase Order even though the correct balance of the Purchase Order should be \$232,671.81.

PO No.	Vendor Name	Description	Account	Line Total Ordered	Line Total Paid	Line Paid Variance
190392	EPCOR WATER	Water services for s	001.100.2610.6411.500.503.0000	\$0.00	\$0.00	\$0.00
190392	EPCOR WATER	Canyon Ridge	001.100.2610.6411.124.503.0000	\$46,000.00	\$37,877.14	\$8,122.86
190392	EPCOR WATER	Cimarron Springs	001.100.2610.6411.112.503.0000	\$64,800.00	\$46,739.47	\$18,060.53
190392	EPCOR WATER	Kingswood	001.100.2610.6411.106.503.0000	\$28,300.00	\$19,342.02	\$8,957.98
190392	EPCOR WATER	Mountain View	001.100.2610.6411.123.503.0000	\$48,000.00	\$29,660.91	\$18,339.09
190392	EPCOR WATER	Shadow Ridge HS	001.100.2610.6411.225.503.0000	\$235,700.00	\$106,462.71	\$129,237.29
190392	EPCOR WATER	Sonoran Heights	001.100.2610.6411.120.503.0000	\$49,100.00	\$43,627.13	\$5,472.87
190392	EPCOR WATER	Sunset Hills	001.100.2610.6411.118.503.0000	\$59,000.00	\$39,392.20	\$19,607.80
190392	EPCOR WATER	West Point	001.100.2610.6411.108.503.0000	\$60,400.00	\$52,650.06	\$7,749.94
190392	EPCOR WATER	Western Peaks	001.100.2610.6411.121.503.0000	\$48,000.00	\$59,436.21	(\$11,436.21)
190392	EPCOR WATER	Willow Canyon HS	001.100.2610.6411.210.503.0000	\$210,000.00	\$178,539.31	\$31,460.69
190392	EPCOR WATER	Western Peaks' Inn	001.100.2610.6411.121.503.0000	\$13,000.00	\$15,901.03	(\$2,901.03)
				\$862,300.00	\$629,628.19	\$232,671.81
					Backout Negative Entries	\$14,337.24
					Visions' PO Pay History reflects	\$247,009.05

Purchase Order Pay History and Encumbrance

Voucher: 9072	Check: 1890007797	03/27/19	\$269.39
Voucher: 9072	Check: 1890007797	03/27/19	\$58.20
PO Totals:	\$862,300.00	\$629,628.19	\$247,009.05
Grand Totals:	\$862,300.00	\$629,628.19	\$247,009.05

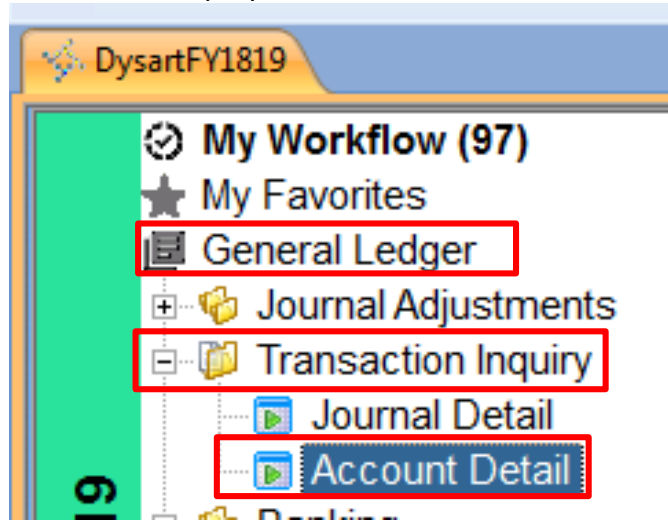


#3 TOPIC: Account Detail is a quick way to check your fund balance

Overview: When using the Account Detail feature to access your funds, select a Budget Control Group (BCG). Visions uses Budget Control Group (BCG) to separate funds with multiple users. Think of Budget Control Groups (BCG) like file folders or even the separation between your checking and savings account. Finance uses BCG to assign fund limits and controls.

How to: At the Main Menu...

- 1) Select General Ledger > Transaction Inquiry > Account Detail



- 2) When the window opens, select the arrow in the Budget Control Group (BCG) line
 - a) For this example, Maintenance Dept – 001-M&O Utilities Budget Control Group (BCG) is selected

Basic Filters | Account Range Filter

Filter Criteria

Account Filter: ????.????.?????.?????.????.?????.????

Account Type: All

Budget Control Group: Maintenance Dept - 001-M&O Utilities

Exclude Inactive Accounts

Group	Type	Cash Account
Luke 610	Budget	
Luke 850-8001	Budget	
Luke Elementary	Budget	
Luke Elementary Athletics	Budget	
Maintenance 506	Budget	
Maintenance 530-5022	Budget	
Maintenance Dept - 001-M&O	Budget	
Maintenance Dept - 001-M&O Utilities	Budget	

Active | Account

- 3) Select Apply Selection

4) All the financial data is retrieved that are tied to this Budget Control Group (BCG)

The screenshot shows the 'Account Detail' window for 'DysartFY1819'. The 'Basic Filters' section is set to 'Account Range Filter'. The 'Filter Criteria' are: Account Filter: '???-???-????-????-??-??-????', Account Type: 'All', and Budget Control Group: 'Maintenance Dept - 001-M&O Utilities'. The 'Account List' table below shows 13 rows of account data with columns for Active, Account, Description, Account, Budget Control Group, Budget, YTD Transactions, Balance, Encumbrance, Budget Balance, Pre Encumbrance, Pending Invoices, and Uncommitted Balance. A 'Totals' section at the bottom provides a summary of Budget, YTD Transactions, Unexpended Balance, Encumbrance, Budget Balance, Pre Encumbrance, Pending Invoices, and Uncommitted Budget Balance.

Active	Account	Description	Account	Budget Control Group	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance	Pre Encumbrance	Pending Invoices	Uncommitted Balance
✓	001.100.2610.6411.101.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$101,000.00	\$60,131.08	\$40,868.92	\$39,450.44	\$1,418.48	\$0.00	\$0.00	\$1,418.48
✓	001.100.2610.6411.102.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$71,000.00	\$62,126.24	\$8,873.76	\$8,873.76	\$0.00	\$0.00	\$0.00	\$0.00
✓	001.100.2610.6411.103.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$88,000.00	\$65,882.89	\$22,117.11	\$19,117.11	\$3,000.00	\$0.00	\$0.00	\$3,000.00
✓	001.100.2610.6411.104.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$65,000.00	\$65,473.00	(\$473.00)	\$0.00	(\$473.00)	\$0.00	\$0.00	(\$473.00)
✓	001.100.2610.6411.105.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
✓	001.100.2610.6411.106.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$40,000.00	\$26,477.71	\$13,522.29	\$10,052.12	\$3,470.17	\$0.00	\$0.00	\$3,470.17
✓	001.100.2610.6411.107.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
✓	001.100.2610.6411.108.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$70,000.00	\$59,214.20	\$10,785.80	\$8,585.80	\$2,200.00	\$0.00	\$0.00	\$2,200.00
✓	001.100.2610.6411.109.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$58,000.00	\$42,948.81	\$15,051.19	\$12,051.19	\$3,000.00	\$0.00	\$0.00	\$3,000.00
✓	001.100.2610.6411.111.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$90,000.00	\$66,691.50	\$23,308.50	\$23,308.50	\$0.00	\$0.00	\$0.00	\$0.00
✓	001.100.2610.6411.112.503.0000	WATER/SEWAGE	EXPENDITUF	Maintenance Dept - C	\$79,000.00	\$52,014.63	\$26,985.37	\$20,785.37	\$6,200.00	\$0.00	\$0.00	\$6,200.00
Totals												
Budget:		\$8,955,000.00	Encumbrance:		\$678,266.72	Pre Encumbrance:		\$0.00				\$0.00
YTD Transactions:		\$7,997,504.13	Pending Invoices:		\$0.00	Uncommitted Budget Balance:		\$279,229.15				
Unexpended Balance:		\$957,495.87	Budget Balance:		\$279,229.15							

a) Budget Control Group: Maintenance Dept – 001-M&O Utilities

This close-up shows the 'Filter Criteria' section. The 'Account Filter' is '???-???-????-????-??-??-????', 'Account Type' is 'All', and 'Budget Control Group' is 'Maintenance Dept - 001-M&O Utilities'. The 'Exclude Inactive Accounts' checkbox is unchecked.

b) There are 134 lines (account codes) attached to this Budget Control Group (BCG)

This close-up shows the navigation controls: 'Delete', 'First', 'Previous', 'Next', 'Last', and a record counter showing '1 of 134 Records'.

- c) The allocation for Maintenance's Utility budget is \$8,955,000, it has YTD Transactions \$7,997,504.13, and Unexpended balance \$957,495.87

Totals	
Budget:	\$8,955,000.00
YTD Transactions:	\$7,997,504.13
Unexpended Balance:	\$957,495.87

- d) Encumbrance are \$678,266.72 and a Budget Balance of \$279,229.15

Encumbrance:	\$678,266.72
Budget Balance:	\$279,229.15

- e) The Account Detail numbers provide you Pre-Encumbrance \$0.00, Pending Invoices \$0.00 and Uncommitted Budget Balance \$279,229.15

Pre Encumbrance:	\$0.00
Pending Invoices:	\$0.00
Uncommitted Budget Balance:	\$279,229.15

- 5) One of the features in Account Detail allows you to double click on any transaction cell
6) It opens up a new window with the data related to the expenditures (PO#, Vendor, etc.)

Account	Description	Budget Control Group	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
001.100.2610.6411.101.503.0000	WATER/SEWAGE	Maintenance Dept - C	\$101,000.00	\$60,131.08	\$40,868.92	\$39,450.44	\$1,418.48

View Account Detail

Account Code: 001.100.2610.6411.101.503.0000 Description: WATER/SEWAGE
 Type: EXPENDITURE

Year To Date Totals

Budget:	\$101,000.00	Encumbrance:	\$39,450.44	Pre Encumbrance:	\$0.00
Opening Balance:	\$0.00			Pending Invoices:	\$0.00
YTD Transactions:	\$60,131.08	Budget Balance:	\$1,418.48	Uncommitted Budget Balance:	\$1,418.48
Unexpended Balance:	\$40,868.92				

Transaction Detail

From Date: (None) Apply
 To Date: (None) Clear

Transaction Journal							
Date	PO	Account	Line Memo	Debit	Credit	JE	Line Journal
08/01/2018	190387	001.100.2610.6411.101.503.0000	Dysart Elementary	\$3,346.66	\$0.00	140	286 ACCOUNTS PAYA
08/01/2018	190387	001.100.2610.6411.101.503.0000	Dysart Elementary	\$902.52	\$0.00	140	287 ACCOUNTS PAYA
08/01/2018	190387	001.100.2610.6411.101.503.0000	Dysart Elementary	\$2,439.01	\$0.00	140	288 ACCOUNTS PAYA
08/01/2018	190387	001.100.2610.6411.101.503.0000	Dysart Elementary	\$3,093.88	\$0.00	140	289 ACCOUNTS PAYA
08/29/2018	190387	001.100.2610.6411.101.503.0000	Dysart Elementary	\$1,883.68	\$0.00	392	518 ACCOUNTS PAYA
08/29/2018	190387	001.100.2610.6411.101.503.0000	Dysart Elementary	\$2,050.18	\$0.00	392	519 ACCOUNTS PAYA
08/29/2018	190387	001.100.2610.6411.101.503.0000	Dysart Elementary	\$1,419.89	\$0.00	392	520 ACCOUNTS PAYA
08/29/2018	190387	001.100.2610.6411.101.503.0000	Dysart Elementary	\$1,724.86	\$0.00	392	521 ACCOUNTS PAYA
09/18/2018	0	001.100.2610.6411.101.503.0000	BAG9648 REFUND EPCOF	\$0.00	(\$418.48)	640	26 DEPOSITS
10/03/2018	190387	001.100.2610.6411.101.503.0000	Dysart Elementary	\$1,097.18	\$0.00	808	284 ACCOUNTS PAYA
10/03/2018	190387	001.100.2610.6411.101.503.0000	Dysart Elementary	\$1,458.58	\$0.00	808	285 ACCOUNTS PAYA

Balance: \$60,131.08 Debits: \$60,549.56 Credits: (\$418.48)