

PAYROLL FINANCIAL POSTINGS ANALYSIS

REPORT DESCRIPTION B0028 | WEB INTELLIGENCE

BOBJ

The purpose of this report description is to describe the Payroll Financial Postings Analysis report and how to generate it in the system.

REPORT DESCRIPTION

This report provides the components of processed payroll postings. It allows the user to incorporate components (for both SAP and NCFS) from personnel administration, organizational management, and financial funding information for analysis.

REPORT LOCATION

FI: Payroll Financial Postings Analysis

REPORT USES

Answer payroll related inquiries:

- Agency total payroll cost
- Total Employer's cost of benefits
- Comp time payouts
- Overtime costs
- Actual longevity payments
- Total payroll expenses by position or job

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How to Generate this Report

Prompts

Available prompt variants

Prompts Summary

- * Business Area(s) (Mandatory)
- * Posting Creation Date (Range, Mandatory) 8/1
- Organizational Unit(s) (Optional)
- For-Period Payroll Period Dates (Optional)
- In-Period Payroll Period Dates (Optional)
- Personnel Area(s) (Optional)
- Budget Code(s) (Optional)
- Fund(s) (Optional)
- Cost Center(s) (Optional)
- GL Account(s) (Optional)
- NCAS GL Account(s) (Optional)
- NCAS Company(ies) (Optional)
- NCAS Cost Center(s) (Optional)
- NCFS GL Account(s) (Optional)
- NCFS Company(ies) (Optional)
- Wage Type(s) (Optional)
- Employee(s) PersNo. (Optional)
- Position(s) (Optional)
- Job(s) (Optional)
- Run Number(s) (Optional)

Business Area(s) (Mandatory)

Type values here

To see the values by

Refresh Values

OK will be gray until all mandatory prompts are selected.

OK Cancel

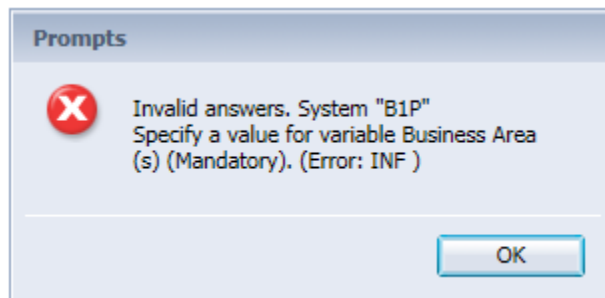
Mandatory Prompts

Mandatory prompts have a red arrow indicator (➔) followed by an asterisk (*) on the left side of the prompts. When a valid value(s) is entered, this indicator will turn into a green check mark (✓).

- ➔ ***Business Area(s) (Mandatory):** To select data for this prompt:
 - Make sure you have “Business Area(s) (Mandatory)” prompt selected (1).
 - Click on the “Refresh Values” icon to see the list of Business Areas (2).
 - To see the key value of each Business Area, click on the key icon (3).
 - Navigate down to the desired Business Area (4).
 - If the Business Area key is known, skip steps 2 through 4 and enter it directly in (5).
 - Click on the right arrow to add the Business Area to the selection box (6).

The screenshot shows the 'Prompts' dialog box with the 'Business Area(s) (Mandatory)' prompt selected. The 'Available prompt variants' list on the left includes various prompts, with the first one marked with a green checkmark. The 'Business Area(s) (Mandatory)' prompt is highlighted in the 'Prompts Summary' section. The 'Refresh Values' icon is clicked, displaying a list of Business Areas. The 'Office of the State Controller' (1400) is selected in the list. The 'OK' button is grayed out, and a red callout bubble explains that it will remain gray until all mandatory prompts are selected.

Note! If a value for Business Area is entered manually and that value does not exist or you do not have security to see that Business Area, the following error may occur.



➔ ***Posting Creation Date (Range, Mandatory):**

This prompt is pre-filled with date range for previous month.

To select a different date range for this prompt:

- Make sure the “Posting Creation Date (Range, Mandatory)” prompt is selected (1).
- Type in the Start date (2).
- OR click on the calendar icon to select the Start date (3).
- Type in the End date (4).
- OR click or click on the calendar icon to select the End date (5).

Prompts


Available prompt variants

Prompts Summary


- ✓ * Business Area(s) (Mandatory) **Office of the State Controller**
- ✓ * Posting Creation Date (Range, Mandatory) **8/1/2023;8/31/2023**
- ✓ Organizational Unit(s) (Optional) **1**
- ✓ For-Period Payroll Period Dates (Optional)
- ✓ In-Period Payroll Period Dates (Optional)
- ✓ Personnel Area(s) (Optional)
- ✓ Budget Code(s) (Optional)
- ✓ Fund(s) (Optional)
- ✓ Cost Center(s) (Optional)
- ✓ GL Account(s) (Optional)
- ✓ NCAS GL Account(s) (Optional)
- ✓ NCAS Company(ies) (Optional)
- ✓ NCAS Cost Center(s) (Optional)
- ✓ NCFS GL Account(s) (Optional)
- ✓ NCFS Company(ies) (Optional)
- ✓ Wage Type(s) (Optional)
- ✓ Employee(s) PersNo. (Optional)
- ✓ Position(s) (Optional)
- ✓ Job(s) (Optional)
- ✓ Run Number(s) (Optional)

Posting Creation Date (Range, Mandatory)

Start value

8/1/2023 **2**  **3**

End value

8/31/2023 **4**  **5**

* Required prompts

OK Cancel

Optional Prompts

Optional prompts are indicated with a green check mark (✓) and are not required. They are used to assist in further limiting the amount of data that is retrieved into the body of the report.

Note! When doing a ‘Refresh Values’ or using the Search box, the list of values returned (LOV) will show all values available in the system. The values displayed are independent of what has been selected for the two mandatory prompts above. Even though all values are displayed, not all may be applicable to your agency.

- ✓ **Organizational Unit(s) (Optional):** To select data for this prompt:
 - Make sure the “Organizational Unit(s) (Optional)” prompt is selected (1).
 - Click the “Refresh Values” icon (2).
 - Navigate down to the desired OrgUnit (3).
 - Click on the right arrow to add it to the selection box (4).

The screenshot shows the 'Prompts' dialog box with the following components:

- Prompts Summary:** A list of prompts with green checkmarks indicating they are optional. The 'Organizational Unit(s) (Optional)' prompt is highlighted with a yellow box labeled '1'.
- Organizational Unit(s) (Optional) (optional):** A section containing a 'Refresh Values' icon (labeled '2') and a list of organizational units. The 'State Controller' unit is selected and highlighted with a yellow box labeled '3'.
- Selection Box:** A box on the right containing the path 'Organizational plan\State of North Carolina\Governor's' and a right arrow button (labeled '4') to add the selected unit to the selection box.
- Footer:** A section labeled '* Required prompts' with 'OK' and 'Cancel' buttons.

Note! Because the report is not securing by OrgUnit, the **entire Statewide tree structure** will be listed after clicking on ‘Refresh values’. However, **Business Area security** will prevent unauthorized access to other Agency data. **In other words, the entire Statewide structure is visible but if an OrgUnit is selected outside of the designated Business Area no data will be retrieved in the report.**

✓ **For-Period Payroll Period Dates (Optional):** To select data for this prompt:

- Make sure the “For-Period Payroll Period Dates (Optional)” prompt is selected (1).
- Click on the “Refresh Values” icon to see the list of For-Period date ranges (2).
- To see the key value of each For-Period range, click on the key icon (3).
- Navigate down to the desired For-Period date range (4).
- If the For-Period key is known, skip steps 2 through 4 and enter it directly in (5).

Note! The key value consists of eight characters based on the following format

- ◆ 2-digit Payroll Area (ex ‘01’ for Monthly, ‘04’ for Bi-Weekly)
- ◆ 4-digit Payroll Year
- ◆ 2-digit Payroll Period
 - for Monthly the periods are 01 through 12.
 - for Bi-Weekly the period starts with 01 and can go up to 26 depending on the year

- Click on the right arrow to add the For-Period range to the selection box (6).

The screenshot shows the 'Prompts' dialog box. On the left, the 'Prompts Summary' lists various prompts, with 'For-Period Payroll Period Dates (Optional)' highlighted. The main area shows the 'For-Period Payroll Period Dates (Optional)' prompt. A text field at the top contains '04202313'. Below it is a 'Refresh Values' button. A list of date ranges for 'ZCMMO_ZPYPERDT' is displayed, with '04202313' selected. A right arrow button is highlighted, indicating the next step in the process.

✓ **In-Period Payroll Period Dates (Optional):** To select data for this prompt:

- Make sure the “In-Period Payroll Period Dates (Optional)” prompt is selected (1).
- Click on the “Refresh Values” icon to see the list of In-Period date ranges (2).
- To see the key value of each In-Period range, click on the key icon (3).
- Navigate down to the desired In-Period date range (4).
- If the In-Period key is known, skip steps 2 through 4 and enter it directly in (5).

Note! The key value consists of 8 characters based on the following format

- ◆ 2-digit Payroll Area (ex ‘01’ for Monthly, ‘04’ for Bi-Weekly)
- ◆ 4-digit Payroll Year
- ◆ 2-digit Payroll Period
 - for Monthly the periods are 01 through 12.
 - for Bi-Weekly the period starts with 01 and can go up to 26 depending on the year
- Click on the right arrow to add the In-Period range to the selection box (6).

Prompts

Available prompt variants

Prompts Summary

- * Business Area(s) (Mandatory) Office of the State Controller
- * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- Organizational Unit(s) (Optional) State Controller
- For-PS Payroll Period Dates (Optional) BIW: 05/27/2023 - 06/09/2023
- In-Period Payroll Period Dates (Optional) 01202112;MTH: 12/01/2021 - 12/31/2021**
- Personnel Area(s) (Optional)
- Budget Code(s) (Optional)
- Fund(s) (Optional)
- Cost Center(s) (Optional)
- GL Account(s) (Optional)
- NCAS GL Account(s) (Optional)
- NCAS Company(ies) (Optional)
- NCAS Cost Center(s) (Optional)
- NCFS GL Account(s) (Optional)
- NCFS Company(ies) (Optional)
- Wage Type(s) (Optional)
- Employee(s) PersNo. (Optional)
- Position(s) (Optional)
- Job(s) (Optional)
- Run Number(s) (Optional)

In-Period Payroll Period Dates (Optional) (optional)

01202112

Refresh Values

ZCMMO_ZIPPERDT

- MTH: 12/01/2009 - 12/31/2009 (01200912)
- MTH: 12/01/2010 - 12/31/2010 (01201012)
- MTH: 12/01/2011 - 12/31/2011 (01201112)
- MTH: 12/01/2012 - 12/31/2012 (01201212)
- MTH: 12/01/2013 - 12/31/2013 (01201312)
- MTH: 12/01/2014 - 12/31/2014 (01201412)
- MTH: 12/01/2015 - 12/31/2015 (01201512)
- MTH: 12/01/2016 - 12/31/2016 (01201612)
- MTH: 12/01/2017 - 12/31/2017 (01201712)
- MTH: 12/01/2018 - 12/31/2018 (01201812)
- MTH: 12/01/2019 - 12/31/2019 (01201912)
- MTH: 12/01/2020 - 12/31/2020 (01202012)
- MTH: 12/01/2021 - 12/31/2021 (01202112)**
- MTH: 12/01/2022 - 12/31/2022 (01202212)

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01202112
MTH: 12/01/2021 - 12/31/2021

OK Cancel

- ✓ **Personnel Area(s) (Optional):** To select data for this prompt:
- Make sure the “Personnel Area(s) (Optional)” prompt is selected (1).
 - Click on the “Refresh Values” icon to see the list of Personnel Areas (2).
 - To see the key value of each Personnel Area, click on the key icon (3).
 - Navigate down to the desired Personnel Area (4).
 - If the Personnel Area key is known, skip steps 2 through 4 and enter it directly in (5).
 - Click on the right arrow to add the Personnel Area to the selection box (6).

Prompts

Available prompt variants

Prompts Summary

- ✓ * Business Area(s) (Mandatory) Office of the State Controller
- ✓ * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- ✓ Organizational Unit(s) (Optional) State Controller
- ✓ For-Period Payroll Period Dates (Optional) BIW: 05/27/2023 - 06/09/2023
- ✓ In-Period Payroll Period Dates (Optional) 01202112;MTH: 12/01/2021 - 12/31/2021
- ✓ Personnel Area(s) (Optional) 1401;State Controller 1
- ✓ Budget Code(s) (Optional)
- ✓ Fund(s) (Optional)
- ✓ Cost Center(s) (Optional)
- ✓ GL Account(s) (Optional)
- ✓ NCAS GL Account(s) (Optional)
- ✓ NCAS Company(ies) (Optional)
- ✓ NCAS Cost Center(s) (Optional)
- ✓ NCFS GL Account(s) (Optional)
- ✓ NCFS Company(ies) (Optional)
- ✓ Wage Type(s) (Optional)
- ✓ Employee(s) PersNo. (Optional)
- ✓ Position(s) (Optional)
- ✓ Job(s) (Optional)
- ✓ Run Number(s) (Optional)

Personnel Area(s) (Optional) (optional)

1401 5

2 Refresh Values

3

4

6

ZCMMO_OPERS_AREA

- Public Instruction (0801)
- Public Safety (1901)
- Revenue (4501)
- School of Science & Math (8701)
- Secretary of State (0501)
- State Auditor (0601)
- State Budget & Management (0310)
- State Controller (1401)
- State Ethics (8030)
- State Human Resources (Z101)
- State Treasurer (0701)
- Transportation (1501)
- Wildlife Resources Commission (1701)
- Not assigned (#)

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OK Cancel

- ✓ **Budget Code(s) (Optional):** To select data for this prompt:
- Make sure the “Budget Code(s) (Optional)” prompt is selected (1).
 - Click on the “Refresh Values” icon to see the list of Budget Codes (2).
 - To see the key value of each Budget Code, click on the key icon (3).
 - Navigate down to the desired Budget Code (4).
 - If the Budget Code key is known, skip steps 2 through 4 and enter it directly in (5).
 - Click on the right arrow to add the Budget Code to the selection box (6).

The screenshot shows the 'Prompts' dialog box. On the left, the 'Prompts Summary' list includes various prompts, with 'Budget Code(s) (Optional)' highlighted in blue and marked with a red '1'. On the right, the 'Budget Code(s) (Optional)' section contains a text box with '13200' (marked with a red '5'), a 'Refresh Values' button (marked with a red '2'), and a list of budget codes. The list includes 'SEC. OF STATE-GENERAL (13200)' (marked with a red '4') and other codes like 'PSIF-ENTERPRISE (54625)', 'REVENUE IT PROJECTS (24708)', etc. To the right of the list is a right-pointing arrow button (marked with a red '6'). Above the list is a key icon (marked with a red '3'). The bottom of the dialog has 'OK' and 'Cancel' buttons.

- ✓ **Fund(s) (Optional):** To select data for this prompt:
- Make sure the “Fund(s) (Optional)” prompt is selected (1).
 - Click on the “Refresh Values” icon to see the list of Funds (2).
 - To see the key value of each Fund, click on the key icon (3).
 - Navigate down to the desired Fund (4).
 - If the Fund key is known, skip steps 2 through 4 and enter it directly in (5).
 - Click on the right arrow to add the Fund to the selection box (6).

The screenshot shows the 'Prompts' dialog box. On the left, under 'Prompts Summary', the 'Fund(s) (Optional)' prompt is selected and highlighted in blue, with a yellow '1' next to it. The main area shows the 'Fund(s) (Optional)' prompt with a text box containing '122001005' (5). A 'Refresh Values' button (2) is next to it. A list of funds is displayed below, with 'CONSUMER PROT RESTIT' (092140004) selected and highlighted in blue (4). A right arrow button (6) is next to the list. A key icon (3) is also visible. The bottom right has 'OK' and 'Cancel' buttons.

✓ **Cost Center(s) (Optional):** To select data for this prompt:

- Make sure the “Cost Center(s) (Optional)” prompt is selected (1).
- **Note!** There are many Cost Centers in the system, so it is best to do a wildcard search.
- Type in the first few digits of the Cost Center followed by * (2).
- Click on the search icon drop down arrow and select “Search in key” (3).
- Then click on the search icon (4).
- To see the key value for each Cost Center, click on the Key icon (5).
- Navigate to the desired Cost Center (6).
- If the Cost Center key is known, skip steps 2 through 6 and enter it directly in (7).
- Click on the right arrow to add the Cost Center to the selection box (8).

Available prompt variants

Prompts Summary

- ✓ * Business Area(s) (Mandatory) Office of the State Controller
- ✓ * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- ✓ Organizational Unit(s) (Optional)
- ✓ For-Period Payroll Period Dates (Optional)
- ✓ In-Period Payroll Period Dates (Optional)
- ✓ Personnel Area(s) (Optional)
- ✓ Budget Code(s) (Optional)
- ✓ Fund(s) (Optional)
- ✓ Cost Center(s) (Optional) 1212250000;FINANCIAL EVALUATIO
- ✓ GL Account(s) (Optional)
- ✓ NCAS GL Account(s) (Optional)
- ✓ NCAS Company(ies) (Optional)
- ✓ NCAS Cost Center(s) (Optional)
- ✓ NCFS GL Account(s) (Optional)
- ✓ NCFS Company(ies) (Optional)
- ✓ Wage Type(s) (Optional)
- ✓ Employee(s) PersNo. (Optional)
- ✓ Position(s) (Optional)
- ✓ Job(s) (Optional)
- ✓ Run Number(s) (Optional)

* Required prompts

Cost Center(s) (Optional) (optional)

1212250000

Refresh Values

ZCMMO_COSTCENTER

- FINANCIAL EVALUATIO (1212250000)
- ACTUARIAL SERVICES (1212250000)
- COMPANY SERVICES-MAR (1212270000)
- COMPANY SERVICES-CAP (1212280000)
- ADMINISTRATION (1213110000)
- CONTESTED CASES (1213120000)
- EXEC SEC & OMBUDSMAN (1213130000)
- IT (1213140000)
- CLAIMS ADMIN (1213150000)
- SAFETY (1213160000)
- FILES, DOCKET (1213170000)
- DEBARITATION (1213180000)

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121*

Match case

- ✓ Search in key
- ✓ Search on database

OK Cancel

✓ **GL Account(s) (Optional):** To select data for this prompt:

- Make sure the “GL Account(s) (Optional)” prompt is selected (1).
- Click on the “Refresh Values” icon to see the list of GL Accounts (2).
- To see the key value of each GL Account, click on the key icon (3).
- Navigate down to the desired GL Account (4).
- If the GL Account key is known, skip steps 2 through 4 and enter it directly in (5).

Note! Although the key value displays with leading zeros, when using the direct entry box, **Do Not** type in the leading zeros.

- Click on the right arrow to add the GL Account to the selection box (6).

Prompts

Available prompt variants

Prompts Summary

- ✓ * Business Area(s) (Mandatory) Office of the State Controller
- ✓ * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- ✓ Organizational Unit(s) (Optional)
- ✓ For-Period Payroll Period Dates (Optional)
- ✓ In-Period Payroll Period Dates (Optional)
- ✓ Personnel Area(s) (Optional)
- ✓ Budget Code(s) (Optional)
- ✓ Fund(s) (Optional)
- ✓ Cost Center(s) (Optional)
- ✓ **GL Account(s) (Optional) 0051051000;SOCIAL SECURITY** 1
- ✓ NCAS GL Account(s) (Optional)
- ✓ NCAS Company(ies) (Optional)
- ✓ NCAS Cost Center(s) (Optional)
- ✓ NCFS GL Account(s) (Optional)
- ✓ NCFS Company(ies) (Optional)
- ✓ Wage Type(s) (Optional)
- ✓ Employee(s) PersNo. (Optional)
- ✓ Position(s) (Optional)
- ✓ Job(s) (Optional)
- ✓ Run Number(s) (Optional)

GL Account(s) (Optional) (optional)

0051051000 5

Refresh Values 2

ZCMMO_ZGL_ACCT

- DUAL EMPLOYMENT CP30 (0050145100)
- EPA AND SPA LONG. (0050146000)
- EPA AND SPA LO-MO (0050147000)
- ARPA BONUS (0050147500)
- BONUS/INCENTIVE WAGE (0050148000)
- SUBSIDIZED WAGE SUPP (0050148100)
- CUSTODY LEVEL DIFFER (0050148200)
- FACILITY HIGH NEED (0050148400)
- **SOCIAL SECURITY (0050151000)** 4
- REGULAR RETIREMENT (0050152000)
- LEO RETIREMENT (0050153000)
- OPTIONAL RETIREMENT (0050154000)
- MEDICAL INSURANCE (0050156000)
- FICA SAVINGS (0050157400)

0051051000 SOCIAL SECURITY 6

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* Required prompts

OK Cancel

- ✓ **NCAS GL Account(s) (Optional):** To select data for this prompt:
- Make sure the “NCAS GL Account(s) (Optional)” prompt is selected (1).
 - Click on the “Refresh Values” icon to see the list of NCAS GL Accounts (2).
 - Navigate down to the desired NCAS GL Account (3).
- Note!** There are no text descriptions available for NCAS GL Accounts, so the list displayed represents both Key & Text.
- If the NCAS GL Account key is known, skip steps 2 through 3 and enter it directly in (4).
 - Click on the right arrow to add the NCAS GL Account to the selection box (5).

Prompts

Available prompt variants

Prompts Summary

- ✓ * Business Area(s) (Mandatory) Office of the State Controller
- ✓ * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- ✓ Organizational Unit(s) (Optional)
- ✓ For-Period Payroll Period Dates (Optional)
- ✓ In-Period Payroll Period Dates (Optional)
- ✓ Personnel Area(s) (Optional)
- ✓ Budget Code(s) (Optional)
- ✓ Fund(s) (Optional)
- ✓ Cost Center(s) (Optional)
- ✓ GL Account(s) (Optional)
- ✓ **NCAS GL Account(s) (Optional) 531211** 1
- ✓ NCAS Company(ies) (Optional)
- ✓ NCAS Cost Center(s) (Optional)
- ✓ NCFS GL Account(s) (Optional)
- ✓ NCFS Company(ies) (Optional)
- ✓ Wage Type(s) (Optional)
- ✓ Employee(s) PersNo. (Optional)
- ✓ Position(s) (Optional)
- ✓ Job(s) (Optional)
- ✓ Run Number(s) (Optional)

NCAS GL Account(s) (Optional) (optional)

531211 4

2 Refresh Values

ZCMMO_ZNCASGLA

- 531161
- 531162
- 531163
- 531211** 3
- 531212
- 531213
- 531221
- 531222
- 531223
- 531231
- 531232
- 531233
- 531251
- 531251001
- 531254

531211 5

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* Required prompts

OK Cancel

✓ **NCAS Company(ies) (Optional):** To select data for this prompt:

- Make sure the “NCAS Company(ies) (Optional)” prompt is selected (1).
- Click on the “Refresh Values” icon to see the list of NCAS Companies (2).
- Navigate down to the desired NCAS Company (3).

Note! There are no text descriptions available for NCAS Companies, so the list displayed represents both Key & Text.

- If the NCAS Company key is known, skip steps 2 through 3 and enter it directly in (4).
- Click on the right arrow to add the NCAS Company to the selection box (5).

Prompts

Available prompt variants

Prompts Summary

- ✓ * Business Area(s) (Mandatory) Office of the State Controller
- ✓ * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- ✓ Organizational Unit(s) (Optional)
- ✓ For-Period Payroll Period Dates (Optional)
- ✓ In-Period Payroll Period Dates (Optional)
- ✓ Personnel Area(s) (Optional)
- ✓ Budget Code(s) (Optional)
- ✓ Fund(s) (Optional)
- ✓ Cost Center(s) (Optional)
- ✓ GL Account(s) (Optional)
- ✓ NCAS GL Account(s) (Optional)
- ✓ **NCAS Company(ies) (Optional) 1201** 1
- ✓ NCAS Cost Center(s) (Optional)
- ✓ NCFS GL Account(s) (Optional)
- ✓ NCFS Company(ies) (Optional)
- ✓ Wage Type(s) (Optional)
- ✓ Employee(s) PersNo. (Optional)
- ✓ Position(s) (Optional)
- ✓ Job(s) (Optional)
- ✓ Run Number(s) (Optional)

NCAS Company(ies) (Optional) (optional)

1201 4

Refresh Values 2

ZCMMO_ZCONCAS

- 1005
- 1006
- 100U
- 1012
- 1101
- 1200
- 1201** 3
- 1202
- 1205
- 1207
- 1301
- 1302
- 1307
- 1342
- 1401

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1201 5

OK Cancel

* Required prompts

- ✓ **NCAS Cost Center(s) (Optional):** To select data for this prompt:
 - Make sure the “NCAS Cost Center(s) (Optional)” prompt is selected (1).
 - **Note!** There are many NCAS Cost centers in the system, so it is best to do a wildcard search.
 - Type in the first few digits of the NCAS Cost Center followed by * (2).
 - Then click on the search icon (3).
 - Navigate to the desired Cost Center (4).
 - **Note!** There are no text descriptions available for NCAS Cost Centers, so the list displayed represents both Key & Text.
 - If the NCAS Cost Center key is known, skip steps 2 through 4 and enter it directly in (5).
 - Click on the right arrow to add the NCAS Cost Center to the selection box (6).

✓ **NCFS GL Account(s) (Optional):** To select data for this prompt:

- Make sure the “NCFS GL Account(s) (Optional)” prompt is selected (1).
- Click on the “Refresh Values” icon to see the list of NCFS GL Accounts (2).
- Navigate down to the desired NCFS GL Account (3).

Note! There are no text descriptions available for NCFS GL Accounts, so the list displayed represents both Key & Text.

- If the NCFS GL Account key is known, skip steps 2 through 3 and enter it directly in (4).
- Click on the right arrow to add the NCFS GL Account to the selection box (5).

Prompts

Available prompt variants

Prompts Summary

- ✓ * Business Area(s) (Mandatory) Office of the State Controller
- ✓ * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- ✓ Organizational Unit(s) (Optional)
- ✓ For-Period Payroll Period Dates (Optional)
- ✓ In-Period Payroll Period Dates (Optional)
- ✓ Personnel Area(s) (Optional)
- ✓ Budget Code(s) (Optional)
- ✓ Fund(s) (Optional)
- ✓ Cost Center(s) (Optional)
- ✓ GL Account(s) (Optional)
- ✓ NCAS GL Account(s) (Optional)
- ✓ NCAS Company(ies) (Optional)
- ✓ NCAS Cost Center(s) (Optional)
- ✓ NCFS GL Account(s) (Optional) 51430006 1
- ✓ NCFS Company(ies) (Optional)
- ✓ Wage Type(s) (Optional)
- ✓ Employee(s) PersNo. (Optional)
- ✓ Position(s) (Optional)
- ✓ Job(s) (Optional)
- ✓ Run Number(s) (Optional)

NCFS GL Account(s) (Optional) (optional)

51430006 4

Refresh Values 2

ZCMMO_ZNCFSGLA

- 51420000
- 51430000
- 51430001
- 51430002
- 51430003
- 51430004
- 51430005
- 51430006 3
- 51440000
- 51450000
- 51460000
- 51460001
- 51470000
- 51480000
- 51481000

September 28, 2023 4:22:29 PM GMT-04:00

51430006 5

* Required prompts

OK Cancel

✓ **NCFS Company(ies) (Optional):** To select data for this prompt:

- Make sure the “NCFS Company(ies) (Optional)” prompt is selected (1).
- Click on the “Refresh Values” icon to see the list of NCFS Companies (2).
- Navigate down to the desired NCFS Company (3).

Note! There are no text descriptions available for NCFS Companies, so the list displayed represents both Key & Text.

- If the NCFS Company key is known, skip steps 2 through 3 and enter it directly in (4).
- Click on the right arrow to add the NCFS Company to the selection box (5).

Prompts

Available prompt variants

Prompts Summary

- ✓ * Business Area(s) (Mandatory) Office of the State Controller
- ✓ * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- ✓ Organizational Unit(s) (Optional)
- ✓ For-Period Payroll Period Dates (Optional)
- ✓ In-Period Payroll Period Dates (Optional)
- ✓ Personnel Area(s) (Optional)
- ✓ Budget Code(s) (Optional)
- ✓ Fund(s) (Optional)
- ✓ Cost Center(s) (Optional)
- ✓ GL Account(s) (Optional)
- ✓ NCAS GL Account(s) (Optional)
- ✓ NCAS Company(ies) (Optional)
- ✓ NCAS Cost Center(s) (Optional)
- ✓ NCFS GL Account(s) (Optional)
- ✓ **NCFS Company(ies) (Optional) 2100** 1
- ✓ Wage Type(s) (Optional)
- ✓ Employee(s) PersNo. (Optional)
- ✓ Position(s) (Optional)
- ✓ Job(s) (Optional)
- ✓ Run Number(s) (Optional)

NCFS Company(ies) (Optional) (optional)

2100 4

Refresh Values 2

ZCMMO_ZCONCFS

- 1200
- 1300
- 1400
- 1600
- 1700
- 1900
- 2000
- 2100** 3
- 2200
- 2400
- 2500
- 2600
- 2700
- 2800
- 2A00

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* Required prompts

OK Cancel

- ✓ **Wage Type(s) (Optional):** To select data for this prompt:
- Make sure the “Wage Type(s) (Optional)” prompt is selected (1).
 - Click on the “Refresh Values” icon to see the list of Wage Types (2).
 - To see the key value of each Wage Type, click on the key icon (3).
 - Navigate down to the desired Wage Type (4).
 - If the Wage Type key is known, skip steps 2 through 4 and enter it directly in (5).
 - Click on the right arrow to add the Wage Type to the selection box (6).

Prompts

Available prompt variants

Prompts Summary

- * Business Area(s) (Mandatory) Office of the State Controller
- * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- Organizational Unit(s) (Optional)
- For-Period Payroll Period Dates (Optional)
- In-Period Payroll Period Dates (Optional)
- Personnel Area(s) (Optional)
- Budget Code(s) (Optional)
- Fund(s) (Optional)
- Cost Center(s) (Optional)
- GL Account(s) (Optional)
- NCAS GL Account(s) (Optional)
- NCAS Company(ies) (Optional)
- NCAS Cost Center(s) (Optional)
- NCFS GL Account(s) (Optional)
- NCFS Company(ies) (Optional)
- Wage Type(s) (Optional) # NC Flex Dental-PT (1)**
- Employee(s) PersNo. (Optional)
- Position(s) (Optional)
- Job(s) (Optional)
- Run Number(s) (Optional)

Wage Type(s) (Optional) (optional)

3100 (5)

Refresh Values (2)

Key icon (3)

ZCMMO_WAGETYPE

- # BASE 70/30 Pre Plan PT (3032)
- # BYUP 80/20 Pre Plan PT (3033)
- # CDHP 85/15 PrePlan PT (3034)
- # HDHP Pre Plan PT (3035)
- HDHP Pre Plan AT (3036)
- BASE 70/30 Pre Plan AT (3037)
- BYUP 80/20 Pre Plan AT (3038)
- CDHP 85/15 Pre Plan AT (3039)
- # NC Flex Dental-PT (3100) (4)**
- NC Flex Dental-AT (3101)
- NC Flex Vision PT (3102)
- NC Flex Vision AT (3103)
- NC Flex Vision Sup PT (3105)
- NC Flex Vision Sup AT (3106)
- # NC Flex AD&D PT (3115)

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NC Flex Dental-PT (6)

OK Cancel

* Required prompts

- ✓ **Employee(s) PersNo. (Optional):** To select data for this prompt:
 - Make sure the “Employee(s) PersNo. (Optional)” prompt is selected (1).
 - Enter an employee number in the search box to verify the employee name (2).
 - Click on the search icon drop down arrow and select “Search in key” (3).
 - Then click the search icon (4).
 - To see the employee number, click on the key icon (5).
 - Click on the desired Employee (6).
 - If the employee number does not need to be verified, skip steps 2 through 6 and enter it directly in (7).
 - Click on the right arrow to add the Employee to the selection box (8).

Note! Since the system contains a large number of employees, using broad wildcard searches can be very slow and may result in an error if the search exceeds the system limit. If the employee number is not known and must be searched for, narrow down the search by using the wildcard with specific text strings when looking for an employee by name such as:

D C *Tester*

*Tester

If the employee number is known, it is best to use the manual entry field (in step 7) to enter your selection.

✓ **Position(s) (Optional):** To select data for this prompt:

- Make sure the “Position(s) (Optional)” prompt is selected (1).
- **Note!** There are many Positions in the system, so it is best to do a wildcard search. Text searches are case sensitive and wildcard characters can be used anywhere in the search string, i.e., at the beginning, in the middle, at the end. See examples below.
 - *Attorney*
 - Attorney*
 - Attorney*General*
- Type in a search string using the wildcard * (2).
- Then click on the search icon (3).
- To see the key value for each Position, click on the Key icon (4).
- Navigate to the desired Position (5).
- If the Position key is known, skip steps 2 through 5 and enter it directly in (6).
- Click on the right arrow to add the Position to the selection box (7).

Prompts

Available prompt variants

Prompts Summary

- ✓ * Business Area(s) (Mandatory) Office of the State Controller
- ✓ * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- ✓ Organizational Unit(s) (Optional)
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- ✓ In-Period Payroll Period Dates (Optional)
- ✓ Personnel Area(s) (Optional)
- ✓ Budget Code(s) (Optional)
- ✓ Fund(s) (Optional)
- ✓ Cost Center(s) (Optional)
- ✓ GL Account(s) (Optional)
- ✓ NCAS GL Account(s) (Optional)
- ✓ NCAS Company(ies) (Optional)
- ✓ NCAS Cost Center(s) (Optional)
- ✓ NCFS GL Account(s) (Optional)
- ✓ NCFS Company(ies) (Optional)
- ✓ Wage Type(s) (Optional)
- ✓ Employee(s) PersNo. (Optional)
- ✓ **Position(s) (Optional) 60010215;Attorney Supervisor II** (1)
- ✓ Job(s) (Optional)
- ✓ Run Number(s) (Optional)

* Required prompts

Position(s) (Optional) (optional) (4)

60010215 (6)

Refresh Values

ZCMMO_HRPOSITION

- Attorney II (60009007)
- Attorney General (60010110)
- Attorney IV (60010176)
- Attorney II (60010179)
- Attorney Manager II (60010192)
- Attorney V (60010209)
- Attorney Supervisor II (60010215)** (5)
- Attorney Manager II (60010216)
- Attorney II (60010233)
- Attorney III (60010255)
- Attorney III (60010264)
- Attorney III (60010285)
- Attorney IV (60010329)

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Attorney* (2)

60010215 Attorney Supervisor II (7)

Match case

Search in key

☒ Search on database

OK Cancel

✓ **Job(s) (Optional):** To select data for this prompt:

- Make sure the “Job(s) (Optional)” prompt is selected (1).
- **Note!** There are many Jobs in the system, so it is best to do a wildcard search. Text searches are case sensitive and wildcard characters can be used anywhere in the search string, i.e., at the beginning, in the middle, at the end. See examples below.
 - *Attorney*
 - Attorney*
 - Attorney*General*
- Type in a search string using the wildcard * (2).
- Then click on the search icon (3).
- To see the key value for each Job, click on the Key icon (4).
- Navigate to the desired Job (5).
- If the Job key is known, skip steps 2 through 5 and enter it directly in (6).
- Click on the right arrow to add the Job to the selection box (7).

Prompts

Available prompt variants

Prompts Summary

- * Business Area(s) (Mandatory) Office of the State Controller
- * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- Organizational Unit(s) (Optional)
- For-Period Payroll Period Dates (Optional)
- In-Period Payroll Period Dates (Optional)
- Personnel Area(s) (Optional)
- Budget Code(s) (Optional)
- Fund(s) (Optional)
- Cost Center(s) (Optional)
- GL Account(s) (Optional)
- NCAS GL Account(s) (Optional)
- NCAS Company(ies) (Optional)
- NCAS Cost Center(s) (Optional)
- NCFS GL Account(s) (Optional)
- NCFS Company(ies) (Optional)
- Wage Type(s) (Optional)
- Employee(s) PersNo. (Optional)
- Position(s) (Optional)
- Job(s) (Optional) 30000752;Attorney Supervisor II 1
- Run Number(s) (Optional)

* Required prompts

Job(s) (Optional) (optional) 4

30000752 6

Refresh Values

ZCMMO_JOB

- Attorney General (30005212)
- Attorney I (30000734)
- Attorney I (32000125)
- Attorney II (30000735)
- Attorney II (32000126)
- Attorney III (30000738)
- Attorney III (32000127)
- Attorney IV (30000739)
- Attorney IV (32000128)
- Attorney Manager I (32000129)
- Attorney Manager II (32000130)
- Attorney Supervisor (30005012)
- Attorney Supervisor I (30000751)
- Attorney Supervisor II (30000752) 5
- Attorney V (32000131)

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Attorney* 2

Match case

Search in key

Search on database

OK Cancel

✓ **Run Number(s) (Optional):** To select data for this prompt:

Note! This prompt is available so that specific run numbers can be used to reconcile with data provided on the ERP ZFIR report. The ERP report does not provide the ability to select data based on Posting Creation Date. Instead, there are Variants created by the FI Functional Team to help agencies select data for a specific month. These variants contain specific Run Numbers that represent each Payroll Posting. The BOBJ prompt allows agencies to enter specific Run Numbers to match with the ERP ZFIR report variants for purposes of data comparison.

- Make sure the “Run Number(s) (Optional)” prompt is selected (1).
- Click on the “Refresh Values” icon to see the list of Run Numbers (2).
- The digits at the front of the text description represent the key value of each Run Number (3).
- Navigate down to the desired Run Number(s) (4).
- If the Run Number key is known and the text descriptions do not need to be seen, skip steps 2 through 4 and enter it directly in (5).
- Click on the right arrow to add the Run Number to the selection box (6).

Prompts

Available prompt variants

Prompts Summary

- ✓ * Business Area(s) (Mandatory) Office of the State Controller
- ✓ * Posting Creation Date (Range, Mandatory) 8/1/2023;8/31/2023
- ✓ Organizational Unit(s) (Optional)
- ✓ For-Period Payroll Period Dates (Optional)
- ✓ In-Period Payroll Period Dates (Optional)
- ✓ Personnel Area(s) (Optional)
- ✓ Budget Code(s) (Optional)
- ✓ Fund(s) (Optional)
- ✓ Cost Center(s) (Optional)
- ✓ GL Account(s) (Optional)
- ✓ NCAS GL Account(s) (Optional)
- ✓ NCAS Company(ies) (Optional)
- ✓ NCAS Cost Center(s) (Optional)
- ✓ NCFS GL Account(s) (Optional)
- ✓ NCFS Company(ies) (Optional)
- ✓ Wage Type(s) (Optional)
- ✓ Employee(s) PersNo. (Optional)
- ✓ Position(s) (Optional)
- ✓ Job(s) (Optional)
- ✓ Run Number(s) (Optional) 76011 : OFF-CYCLE PYRL 1 76012 : OF

Run Number(s) (Optional) (optional)

76011;76012;76033;76034;76035 5

Refresh Values 2

ZCMMO_PY_RUNID

76009	OFF-CYCLE PYRL (0000076009)
76011	OFF-CYCLE PYRL (0000076011)
76012	OFF-CYCLE PYRL (0000076012)
76033	MONTHLY POST (0000076033)
76034	MONTHLY POST (0000076034)
76035	MONTHLY POST (0000076035)
76036	MONTHLY POST (0000076036)
76037	MONTHLY POST (0000076037)
76038	MONTHLY POST (0000076038)
76039	MONTHLY POST (0000076039)
76040	MONTHLY POST (0000076040)
76041	MONTHLY POST (0000076041)
76042	MONTHLY POST (0000076042)
76043	MONTHLY POST (0000076043)
76044	MONTHLY POST (0000076044)
76045	MONTHLY POST (0000076045)

76011 : OFF-CYCLE PYRL
76012 : OFF-CYCLE PYRL
76033 : MONTHLY POST
76034 : MONTHLY POST
76035 : MONTHLY POST 6

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* Required prompts

OK Cancel

Initial Layout

The report lists all postings for the prompt values selected. Below is a sample of the initial layout rendered.

B0028: Payroll Financial Postings Analysis								
Posting Creation Date: 8/1/2023 - 9/30/2023								
Budget Code	Fund	Funding Source	Cost Center	GL Account	GL Account Desc	NCAS Company	NCAS Cost Center	NCAS GL Account
14160	141000001	Appropriated	1424510000	50121000	SPA-REGULAR SAL	#	#	531211
14160	141000001	Appropriated	1424510000	50121000	SPA-REGULAR SAL	1401	10002451	531211
14160	141000001	Appropriated	1424510000	50146000	EPA AND SPA LONG.	#	#	531461
14160	141000001	Appropriated	1424510000	50146000	EPA AND SPA LONG.	1401	10002451	531461

Initial Layout to be continued ...

Execution Date : 10/2/23		
NCFS Company/ Agency	NCFS GL Account	Debit/ Credit Net
Total		46,034.27
#	51210000	15,029.29
1400	51210000	6,859.00
#	51460000	3,135.00
1400	51460000	1,235.00

Available Objects

This is a list of the available objects that can be added to the report, once in Design mode:

B0028: Payroll Financial Postings Analysis		
+	Accrual Indicator	NCAS GL Account
+	Addl Center Ref	NCAS GL Account Paid From
+	Agency Id	NCFS Agency
+	Annual Salary (char)	NCFS Agency Program
+	Budget Code	NCFS AMU
+	Budget Fund	NCFS Budget Code
+	Budget Funding Source (OSBM)	NCFS Budget Fund
+	Business Area	NCFS Company/Agency
+	Company Code	NCFS Funding Source
+	Cost Center	NCFS GL Account
+	Cost Center Category	NCFS Interfund
+	Document Number	NCFS Project
+	Employee	NCFS User Define 1
+	Employee's Name	NCFS User Define 2
+	Employee Count (Char)	NCFS User Define 3
+	Employee Grade Range Reference	Order
+	Employee Group	Organizational Unit
+	Employee Hours Per Week	Personnel Area
+	Employee Pay Area	Personnel Subarea
+	Employee Pay Group	Position
+	Employee Pay Level	Position County Code
+	Employee Pay Type	Position FTE (Char)
+	Employee Salary Range	Position Region
+	Employee Subgroup	Posting Creation Cal Mth/Yr
+	Employee Time Mngt Status	Posting Creation Cal Qtr/Yr
+	FCTR Cat	Posting Creation Cal Yr
+	FCTR Ref	Posting Creation Date
+	Financial Key	Posting Creation Fisc Period/Yr
+	For-Period End Date	Posting Creation Fisc Yr
+	For-Period Payroll Area	Run Number
+	For-Period Payroll Period Dates	SFCTR Ref
+	For-Period Start Date	Wage Type
+	Fund	Wage Type Category
+	Funding Source	Work Contract
+	Fund Type	Working Week
+	GL Account	Work Schedule Rule
+	GL Account Group	Credit
+	In-Period End Date	Debit
+	In-Period Payroll Area	Debit/Credit Net
+	In-Period Payroll Period Dates	Hours
+	Job	Record Count
+	NCAS Company	Variables
+	NCAS Company Paid From	Employee PERNR
+	NCAS Cost Center	Prompt Response Budget Code
+	NCAS Cost Center Paid From	Prompt Response Business Area
		Prompt Response Cost Center
		Prompt Response Employee PersNo
		Prompt Response For-Period Payroll Period Dates
		Prompt Response Fund
		Prompt Response GL Account
		Prompt Response In-Period Payroll Period Dates
		Prompt Response Job
		Prompt Response NCAS Company
		Prompt Response NCAS Cost Center
		Prompt Response NCAS GL Account
		Prompt Response NCFS Company
		Prompt Response NCFS GL Account
		Prompt Response Organizational Unit
		Prompt Response Personnel Area
		Prompt Response Position
		Prompt Response Posting Creation Date
		Prompt Response Run Number
		Prompt Response Wage Type
		DOT NCFS AMU
		DOT NCFS Budget Fund
		References

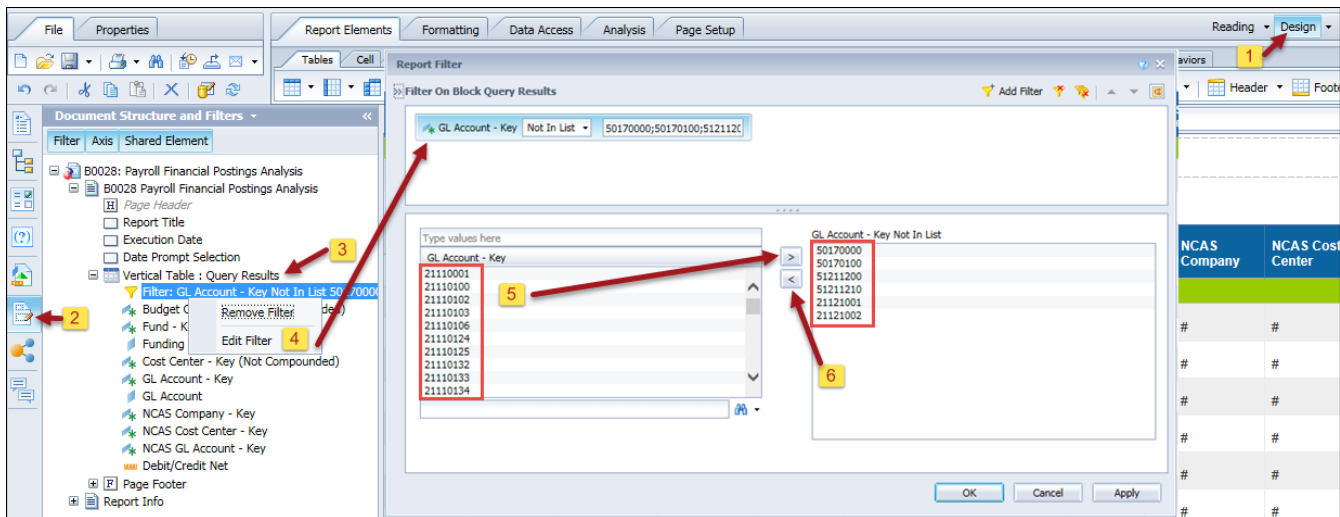
Special Report Considerations/Features

- Data for this report uses the same source as the ERP ZFIR report. In BOBJ, the data set has been extended by providing additional employee, position, and NCAS data elements.
- Report is secured by Business Area rather than Organizational Unit.
- There are six Compensated Absence Accrual accounts excluded by default.

- ◆ 50170000
- ◆ 50170100
- ◆ 51211200
- ◆ 51211210
- ◆ 21121001
- ◆ 21121002

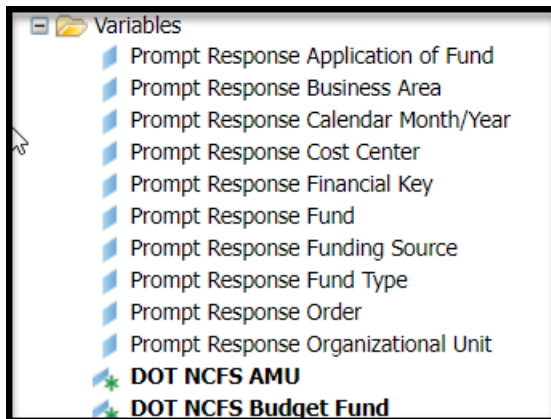
This filter can be modified as desired:

- Click on Design mode. (1).
- Click on the 'Document Structure and Filters' icon. (2).
- Expand the 'Vertical Table: Query Results' icon. (3).
- Highlight the yellow filter icon → Right Mouse → Edit Filter (4).
- To exclude additional accounts, select them from the left panel and click the right arrow to add them to the right panel. (5).
- To remove the default exclusions, select them from the right panel and click the left arrow to remove. (6).



- When trying to compare B0028 data with data from the ERP ZFIR report, please ensure that all filters represented in the ZFIR variant being used match the prompt values used on the BOBJ report.
- **NCFS Accounting Segments** - are available for reporting in this report as drag and drop from Available Objects.
 - NCFS accounting segments here are specific to an NCFS internal order in SAP HR/Payroll ERP system. Transactions with no NCFS internal orders will not display values for the NCFS segments in the BI BOBJ report.
 - **NCFS Agency, NCFS Agency Program, NCFS AMU, NCFS Budget Code, NCFS Budget Fund, NCFS Funding Source, NCFS Interfund, NCFS Project, NCFS User Define 1, NCFS User Define 2, NCFS User Define 3**

- Agencies (like NCDOT, DES and DWS) that do not use NCFS Internal Orders will not see the values for the above NCFS segments in reports.
- **NCFS Account** and **Budget Funding Source (OSBM)** are available for reporting. Values are corresponding crosswalk to SAP GL Account and Funding Source in SAP HR Payroll system.
- **Financial Key** is representative of internal order from NCFS and old NCAS systems.
- NCDOT (NC02) specific fields **DOT NCFS AMU** and **DOT NCFS Budget Fund** are listed as BOBJ Variables in this report and are derived from NCDOT cost centers and Person Responsible (**Addl Center Ref**) values from SAP HR Payroll ERP system.



CHANGE LOG

Effective 12/7/2017

- Original implementation of report

Effective 4/16/2019

- **NO** changes have been made to the content of the report description. ONLY formatting changes to the headers and footers as well as grammatical changes.

Effective 7/25/2019

- Supervising Employee added to Employee attributes list (can be seen when expanding Employee data element under Available Objects).

Effective 8/8/2019

- The 'Posting Creation Date' prompt was modified to pre-fill with date range for previous month. However, a different date range may still be selected if desired.

Effective 3/31/2023

- Created Alt. Text and updated the TOC. L. Williams

Effective 10/09/2023

- NCFS Updates