



## Munis Financials

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*Major Enhancements  
Version 10.2  
October 17, 2012*

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# Munis Financials

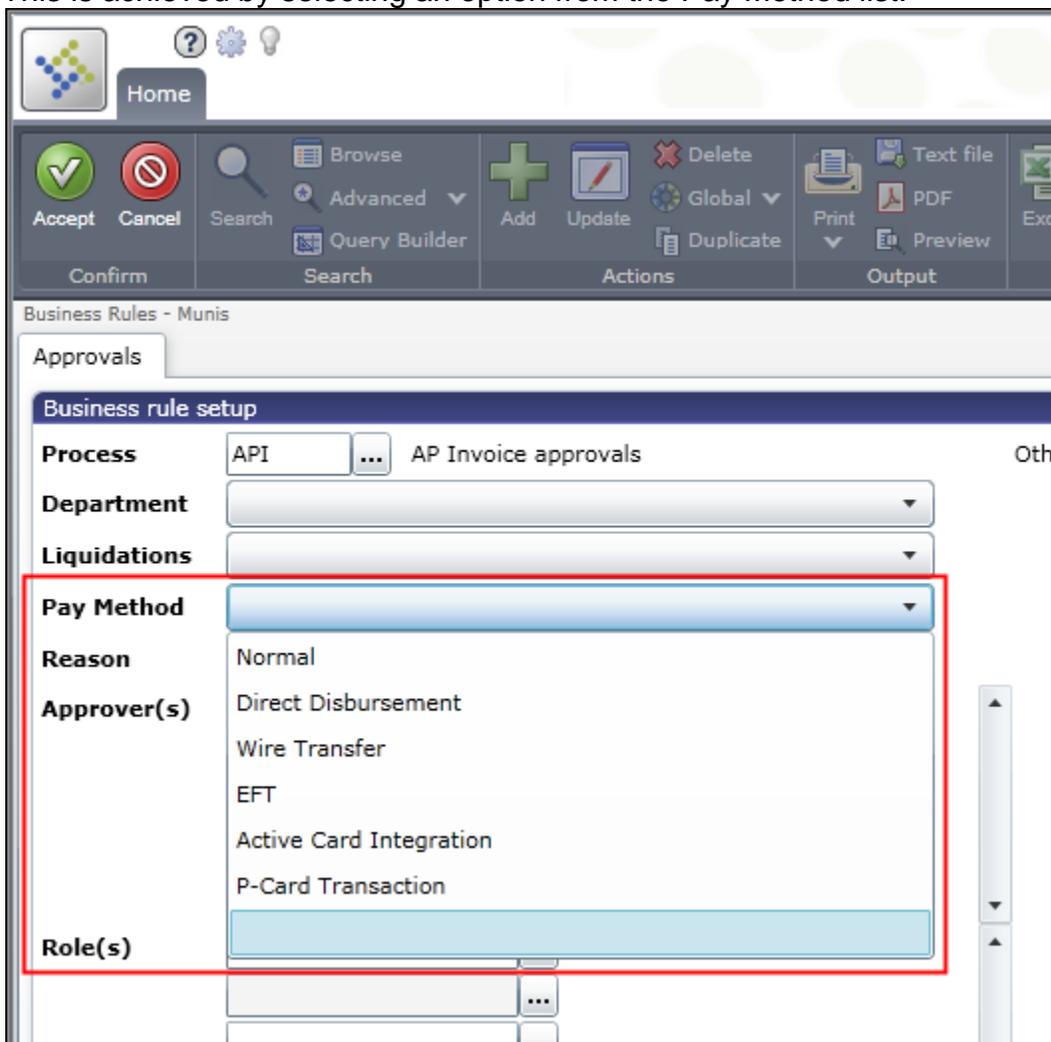
This document provides an overview of the major Financials enhancements for Munis® Version 10.2.

## API Workflow Business Rules

### Routing by Payment Method

The API (Accounts Payable Invoice Approvals) business rule allows you to use the invoice payment method as routing criteria.

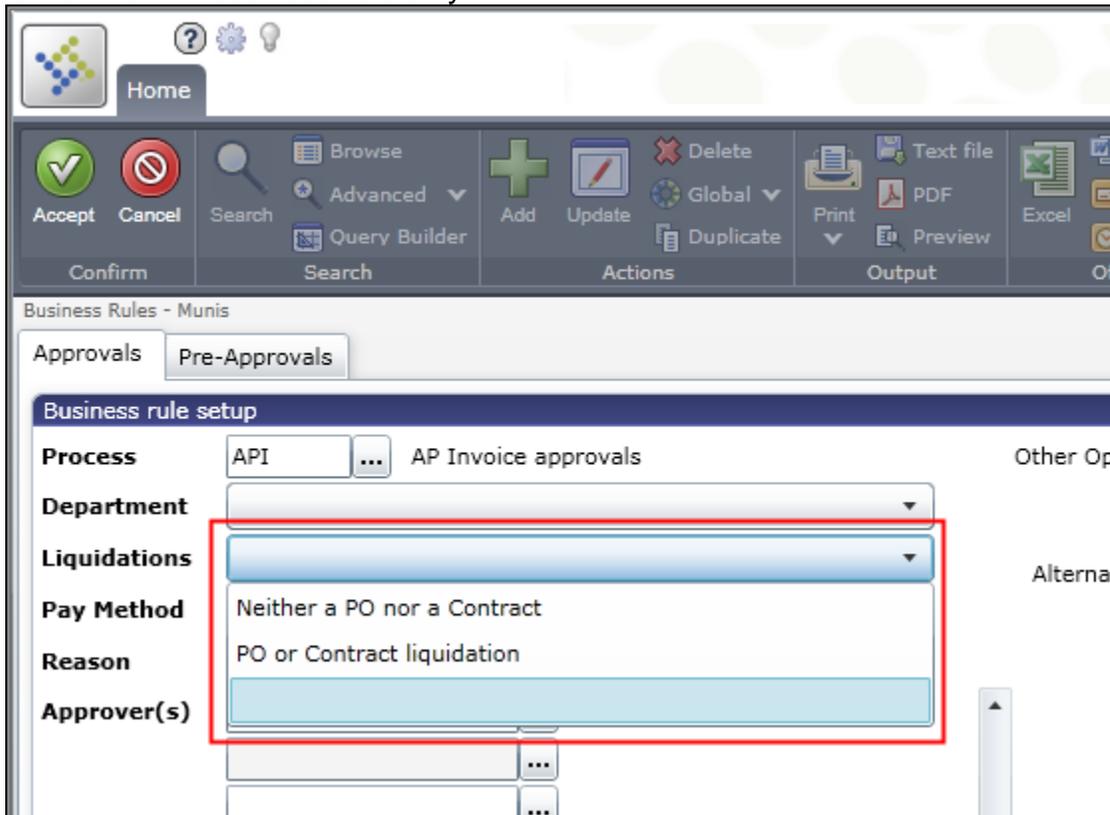
This is achieved by selecting an option from the Pay Method list.



### Routing by Purchase Order/Contract

The API (Accounts Payable Invoice Approvals) business rule allows you to use the existence or absence of an associated purchase order or contract as routing criteria.

This is achieved by selecting an option from the Liquidations list, which replaces the Location list for the API business rule only.



Selecting the Neither a PO Nor a Contract option causes the business rule to activate when the invoice is not associated with a contract or purchase order.  
 Selecting the PO or Contract Liquidation option causes the business rule to activate when the invoice is associated with a contract, an invoice, or both.

## Chart Manager

The Chart manager program is available. This program displays chart of account information by segment code.

You can use the program to view and maintain accounts by segment code.

Chart Manager  
Welcome, todd.bolduc

Chart Manager

[Add/View Accounts](#)
[Copy Accounts](#)
[Account Change](#)
[Import Accounts](#)
[GL Settings](#)
[Excel](#)

[Program Links](#)
[Export](#)

Segment Order - View Rollup Codes - View Orgs

[Fund](#) - [Function/CC](#) - [Department](#) - [Program](#) - [Grade](#) - [Grant/FunSrc](#) - [DOE Function](#) - [Category](#) - [Object](#) - [Project](#)

Fund (11)	View/Edit	Accounts for Fund: 1000 (385)	View/Edit
1000 - GENERAL FUND	<a href="#">View/Edit</a>	- CASH	<a href="#">View/Edit</a>
1100 - MUNICIPAL FEDERAL GRANTS	<a href="#">View/Edit</a>	- FUND BALANCE UNRESERVED UNDESG	<a href="#">View/Edit</a>
2000 - SPECIAL REVENUE FUND	<a href="#">View/Edit</a>	- ESTIMATED REVENUES	<a href="#">View/Edit</a>
6000 - CAPITAL PROJECTS	<a href="#">View/Edit</a>	- APPROPRIATIONS BUDGETARY	<a href="#">View/Edit</a>
8000 - 8000 FUND	<a href="#">View/Edit</a>	- REVENUE CONTROL	<a href="#">View/Edit</a>
9000 - SCHOOL FUND	<a href="#">View/Edit</a>	- EXPENDITURE CONTROL	<a href="#">View/Edit</a>
9005 - FOOD SERVICE FUND	<a href="#">View/Edit</a>	- ENCUMBRANCE CONTROL	<a href="#">View/Edit</a>
9020 - GRANT FUND-SLC	<a href="#">View/Edit</a>	- RESERVE FOR ENCUMBRANCES	<a href="#">View/Edit</a>
9100 - SCHOOL FEDERAL GRANTS	<a href="#">View/Edit</a>	- PAYROLL WITHOLDING	<a href="#">View/Edit</a>
GFA - GFA	<a href="#">View/Edit</a>	- DISCOUNT	<a href="#">View/Edit</a>
CA - CURRENT ACTIVITY FUNDS	<a href="#">View/Edit</a>	- INVENTORY ASSETS	<a href="#">View/Edit</a>

## Contract Payment Holds

The Contract Entry program contains a Hold Payments check box in the Contract group.

Contract Entry - Munis

Home

[Accept](#)
[Cancel](#)
[Search](#)
[Browse](#)
[Advanced](#)
[Add](#)
[Update](#)
[Delete](#)
[Global](#)
[Print](#)
[PDF](#)
[Excel](#)
[Word](#)
[Email](#)
[Notes](#)
[Audit](#)
[Comments](#)
[Output/Post](#)

[Confirm](#)
[Query Builder](#)
[Actions](#)
[Duplicate](#)
[Preview](#)
[Office](#)
[Schedule](#)
[Tools](#)
[Alerts](#)
[Menu](#)

Contract Entry - Munis

**Contract**  \*1  Printed  To Be Rolled  Hold Payments

**Method**  **Status**  **Audit** Entered by  Entered  Modified

**Vendor**

[Main](#)
[Retainage](#)
[User Defined](#)
[Accounts](#)
[Items](#)
[Subcontractors](#)
[Insurance](#)

**Main Information**

**Dept/Loc**  **Bid/RFP**  **Project**  **Description**  **Year**  **Period**  **Contract type**  **Review code**  **Percent complete**  as of  **Administrator**  **Workflow**  **Notification Percentage**

**Dates**

**Estimated start**  **Estimated completion**  **Bid awarded**  **Approved**  **Initial expiration**  **Renewal action**  **Extended through**

**Days**

**Original**  **Modified**  **Revised**

**Totals**

Original	0.00	Open Req	0.00	%	Requisitions (0)	Milestones (0)
Revised	0.00	Open PO	0.00	%	Purchase Orders (0)	Performance (0)
Liquidated amt	0.00	Expended	0.00	%	Invoices (0)	
Encumb balance	0.00	Available	0.00	%		

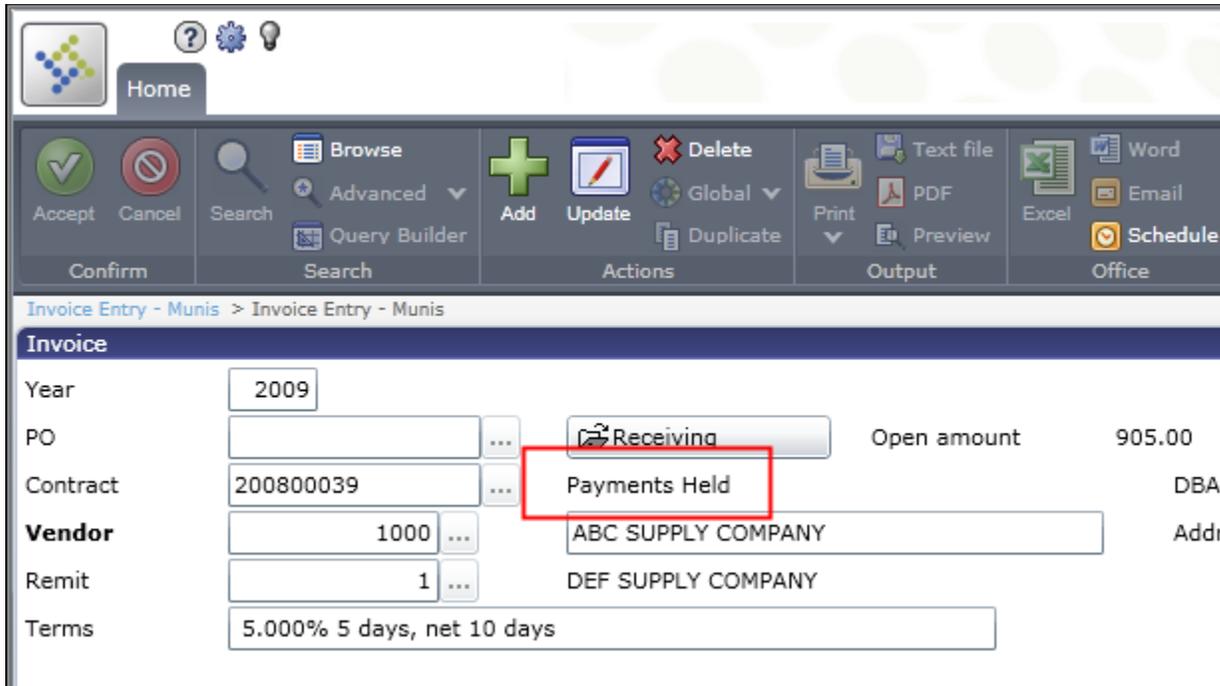
**Additional Information**

[My Approvals](#)
[Approve](#)
[Reject](#)
[Forward](#)
[Hold](#)
[Approvers](#)

0 of 0 Attachments (0)

Restart Refresh AUI Tree Log File GWC XAML Tree

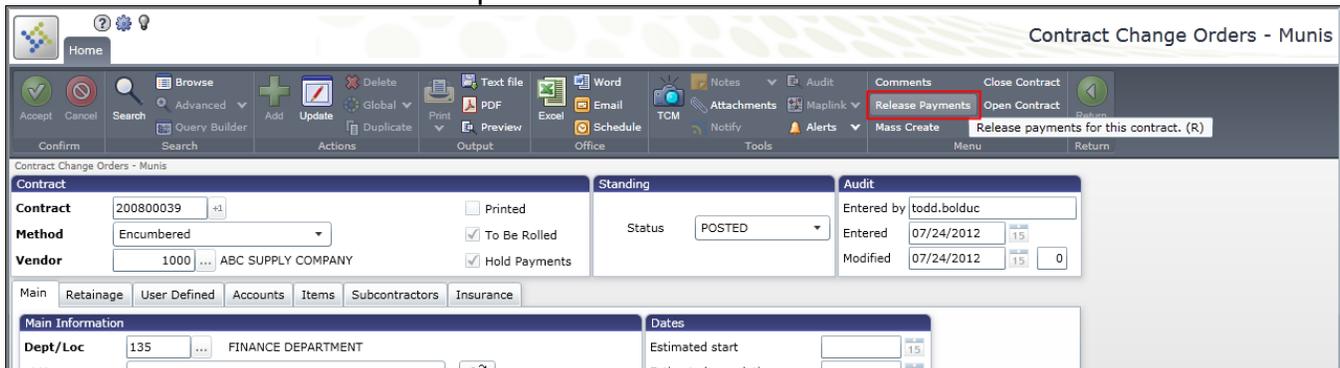
Selecting the check box prevents any invoices from posting against the contract record. When an invoice is entered against the contract, the Invoice Entry program displays a Payments Held note on the invoice record.



The screenshot shows the 'Invoice Entry - Munis' interface. The 'Invoice' section contains the following data:

Year	2009		
PO		Receiving	Open amount 905.00
Contract	200800039	Payments Held	DBA
Vendor	1000	ABC SUPPLY COMPANY	Addr
Remit	1	DEF SUPPLY COMPANY	
Terms	5.000% 5 days, net 10 days		

To release the contract for payment, click the Release Payments option in the Contract Change Orders program. Clicking Release Payments clears the Hold Payments check box and allows the contract invoices to be posted.



The screenshot shows the 'Contract Change Orders - Munis' interface. The 'Release Payments' button is highlighted with a red box. The interface displays the following contract details:

Contract	200800039	Printed	Standing	Audit
Method	Encumbered	To Be Rolled	Status	Entered by
Vendor	1000	Hold Payments	POSTED	Entered
	ABC SUPPLY COMPANY			Modified

## Fixed Asset CIP Processing

Fixed Assets program can process construction in progress (CIP) assets. In order to process CIP assets, you must enter default CIP accounts in the Fixed Asset Accounts program.

Fixed Asset Accounts - Munis

Home

Accept Cancel Search Advanced Add Update Delete Global Print PDF Excel Word Email TCM Notes Attachments Maplink Audit Mass Create Return

Confirm Search Query Builder Actions Output Office Tools Alerts Menu Return

Fixed Asset Accounts - Munis

Account for purchasing

Copy to account

Mass create options

Create by  Org  Fund

Object

FA Accounts

FA accounts	Org	Object	Project	Description
Asset				
Contra				
Profit/Loss				
Depreciation exp.				
Accum. depreciation				
Construction in progress				
CIP Offset				

0 of 0

You can define a Construction in Progress and CIP Offset account for each purchasing account. These accounts are used for the general ledger journal entries when a CIP asset is improved by the Fixed Asset Work File program.

CIP asset work file status is defined by selecting the CIP check box in the Fixed Asset Work File program.

Fixed Asset Work File - Munis

Home

Accept Cancel Search Advanced Add Update Delete Global Print PDF Excel Word Email TCM Notes Attachments Maplink Audit PO Import Project Import Invoice Import Process WO Import More... Return

Confirm Search Query Builder Actions Output Office Tools Alerts Menu Return

Fixed Asset Work File - Munis

Work record

Work record number

Source

Imported information

PO number Year Line # Seq no

Line desc

Document Status

Project

Purchase cost Entry date

Vendor

Department

Fixed asset

Create or improve

Asset to improve

Improvement reason code  CIP

Commodity

Product ID

Class code Sub-class

Est life

Tag Serial

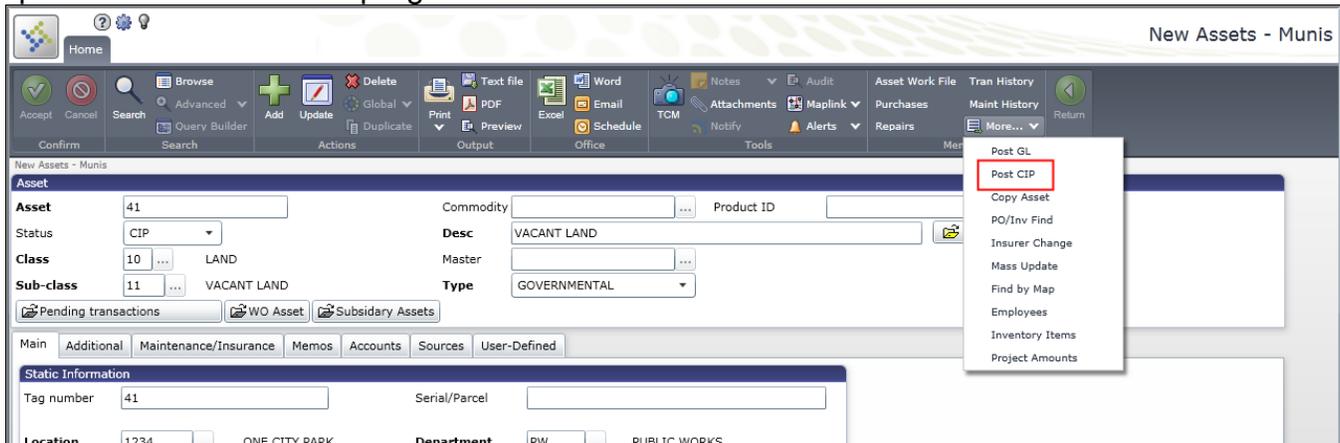
Location Floor Room

Custodian

Depreciate

0 of 0

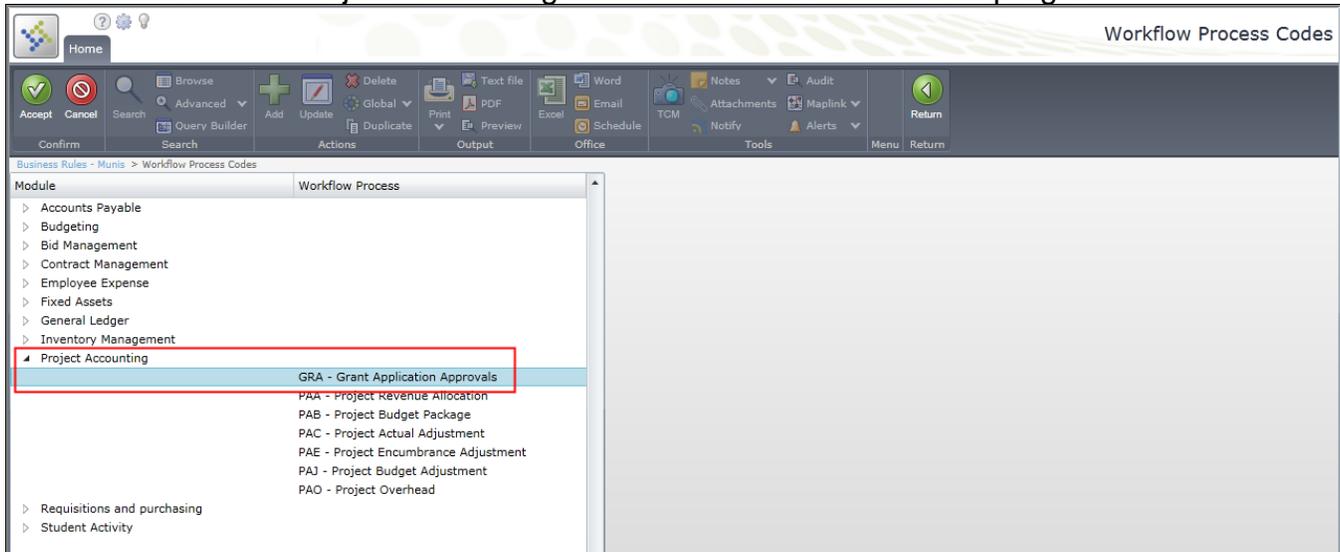
After the asset is complete, you can activate it in the Munis system by clicking the Post CIP option in the New Assets program.



This changes the asset status to Active and causes the amounts in the Construction in Progress and CIP Offset accounts to be moved to the Asset and Contra accounts. This is typically the sum of all work order purchase amounts. However, if the CIP asset is not associated with any work orders, the program uses the asset purchase price instead.

## GRA Business Rules

The GRA workflow business rule is available. This rule controls grant application approvals and is located in the Project Accounting section of the Business Rules program.



After you have defined a GRA business rule, the Grant master program displays a Workflow Status list. This list contains the application's current approval status code.

Grant Master - Munis

Home

Accept Cancel Search Advanced Query Builder Add Update Duplicate Print PDF Excel Word Email Schedule TCM Attachments Maplink Notify Alerts Return

Grant ID

Application #

Grant #

Status

Workflow Status 

- Approved
- Held
- Released
- Rejected
- Unapproved

Grant type

Grant Name

Department

Grantor Type

Grantor ID

Master Grant #

Federal CFDA

Created By

Grantor

CID  Address #

Contact

Phone

Email

Fiscal Info

Starting FY

Starting Fiscal Month  Ending Fiscal Month

Totals

Request  Award

Billed  Received

Main Matching/Billing Description/Condition Sub-Grantor/ee Grant Amounts

Application Due  Start  Milestones

Submitted  Expiration  Bill Inquiry

Estimated Award  Renewal Action  Allow Project Override

Actual Award  Extension

Board Approval

Workflow

My Approvals Approve Reject Forward Hold Approvers

0 of 0 Attachments (0)

## Journal Import/Export

The Journal Import Templates and Journal Export Templates programs are available. These programs allow you to perform imports and exports of journal entry information, as well as maintain the associated format templates.

Journal Import

Welcome, Todd Bolduc

Open Create Update Preview

Template

Import Journal

File

Template

[Create Template](#)

[Update Template](#)

Next

Journal Export  
Welcome, Todd Bolduc

Search

Actions

**Search Criteria**

Year  Source  Entry Date  15

Period  Type  EffectiveDate  15

Journal  Clerk

**Journal Results**

Journals  0

Journal Lines  0

Next

Journal Export  
Welcome, Todd Bolduc

Preview Delete Cancel Return

Template Actions Navigation

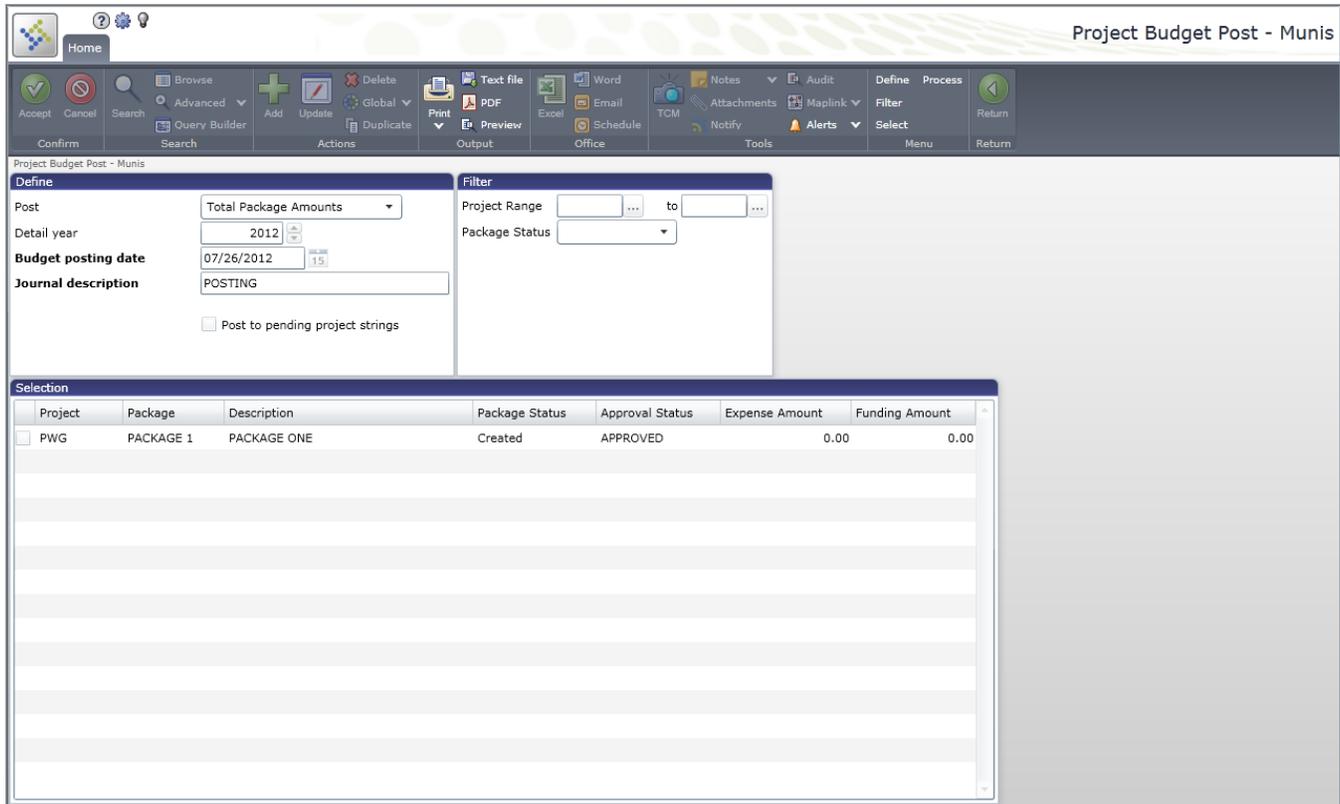
**Excel Template Editor** Add Column

Account Type									
Amount Type									
Comment									
Cross-Reference Account									
Debit or Credit									
Effective Date									
Entry Date									
Full Account									
Gross									
Journal Number									
Object									
Org									
Period									
Posting Clerk									
Project									
Project String									
Project String Type									

Preview Save Cancel

## Project Budget Posting

The Project Budget Posting program has been redesigned to allow you to post more than one project budget package at one time.



You can click Define to enter posting details, Filter to refine which packages appear on the table, Select to clear or select the check boxes for the budget packages, and Process to post the selected packages.

## Project Builder

The Project Builder program is available. This program allows you to define project parameters and settings, add project segments and expense types, and build project expense and funding source strings.

After the Project Build is complete, the project is added to the Munis system and is available for processing.


Project Builder

**Project Builder**  
 Welcome, todd.bolduc

---

**Create Project**

Project Name:  Project Number:  Start a New Project

---

**Continue Project**

Choose a project to resume the setup process:
 

Continue Project
Delete Project

Title	Start Date	Number	Description	Progress

---

**Copy Project**

Choose a project to copy:
 

Copy Project

Title	Number	Description
<input type="radio"/> ADDING/REPLACING OF STREETLIGHTS	1052	
<input type="radio"/> AQUATIC CENTER	Z451	
<input type="radio"/> ATHLETIC FIELD	Z452	
<input type="radio"/> CAPITAL	PRJT	

The main program screen contains three sections: Create Project, Continue Project, and Copy Project. Each section requires entry of information in the text boxes or selection of a check box before the Start a New Project, Continue Project, or Copy Project buttons are accessible.

## Project Master

The Project Master program contains a Last Date to Encumber box. The date entered in the box is the latest effective date allowed for encumbrances to post against the project. Any encumbrance with an effective date after the date in the Last Date to Encumber box cannot be posted to the project.

Project Master - Munis

Project information fields include: Project, Project Type, Title, Major project, State ID #, Federal CFDA, Drawdown freq, Description, Justification, Department, Status, Project available budget, Percent Complete, Create fixed asset, Project fiscal range, Projected date range, Actual date range, Extension date, Obligation date, Last date to encumber, Number of Days (Original, Revised).

String Requirements: Expense, Funding Source, Required level, Budget level.

Overhead Rates: Admin Overhead Rate.

Work Orders, Contracts, Contract Details, Fixed Assets.

GL Funding: Revenue Allocation table with columns: Grant, Seq, Grantor Name, Exp cat, Priority, Award amt, Reimb %, Reimb max, IND %, Total Billed to Date.

The Last Date to Encumber value cannot be overridden under any circumstances.

## Project Revenue Allocation

The project revenue allocation process can account for accounts payable retainage amounts. When expenses are allocated, the Project Revenue Allocation program performs the allocations, minus any retainage amount. The held amounts can be released by Project Revenue Allocation at a later time.

Project Revenue Allocation - Munis

Project information fields: Starting project, Ending project, Start date, End date.

Posting information fields: Effective date, PA Journal, GL Journal, GB Invoice.

After retainage transactions have been processed, the totals are displayed in the Project Master, Expense Inquiry, and Funding Source Inquiry programs.

The totals appear on the Revenue Allocation tab.

Funding Source String	Seq	Exp Type	Expense Type Desc	Priority	Alloc %	Alloc Max Amt	Allocated Amount
AP retained amount							
AP released amount							

The totals appear in the Expense Inquiry program on the string header, and in the Funding Source Inquiry program on the Revenue Allocation tab.

Project Expense String Inquiry - Munis

Home

Accept Cancel Search Advanced Query Builder Add Update Duplicate Print PDF Excel Email Schedule TCM Attachments Notify Alerts

Project string detail

Project: [ ] Description: [ ]

Phase: [ ] Justification: [ ]

Task: [ ]

Sub-Task: [ ]

Name: [ ]

Short Name: [ ]

Status: [ ]

Project Available Budget: [ ]

Actual overhead rate: [ ] %

Expense Type: [ ]

AP retained amount: [ ]

AP released amount: [ ]

Include in Asset Cost: [ ]

Asset: [ ]

Project String Balances GL Accounts

Project Year 2009 Project Year 2008 Project Year 2007 Project Year 2006

Project Funding Source String Inquiry - Munis

Home

Accept Cancel Search Advanced Query Builder Add Update Duplicate Print PDF Excel Word Email Schedule TCM Attachments Maplink Notify Alerts

Confirm Search Actions Output Office Tools View Changes Menu Return

Project Funding Source String Inquiry - Munis

**Project string detail**

Project Source Detail Type

Name Short Name Status

Description Justification

General Notes Comments

Projected date range Actual date range Grant Budget Calc Method

Project String Balances Revenue Allocation GL Accounts

Allocation Type Max Allocation Exceed Budget Amount Billing Type

Customer # AR Charge Code

Org Object Project

Allocation Debit Allocation Credit

Seq	Exp Type	Expense Type Desc	Priority	Alloc %	Alloc Max Amt	Allocated Amount

0 of 0 Attachments (0)

### Recurring Invoices

The Recurring Invoice program allows you to generate invoices by date, instead of by week/month combinations. Invoices are generated each month on the dates entered in the Days boxes.

Recurring Invoices - Munis

Home

Accept Cancel Search Browse Advanced Query Builder Add Update Global Duplicate Print PDF Preview Excel Word Email Schedule TCM Attachments Notify Alerts Invoice Detail Address Generate Remits Quick Entry More... Return

Recurring Invoices - Munis

**Invoice Header**

Vendor [ ] ...

Remit [ ] ...

Payment Method [ ]

Document [ ] +1

Invoice [ ] +1 Terms

Year [ ]

PO [ ] ...

Contract [ ] ...

Desc [ ]

Effective dates [ ] 15 to [ ] 15

Cash account [ ] [ ] [ ]

Dept/Loc [ ]

Status [ ]  Sep check  Include Documentation

Alloc [ ] ...

**Generate Frequency**

Months [ ] 01 [ ] 02 [ ] 03 [ ] 04  
 [ ] 05 [ ] 06 [ ] 07 [ ] 08  
 [ ] 09 [ ] 10 [ ] 11 [ ] 12

Weeks [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5

Days [ ] [ ]

**Invoice Amounts**

Gross amount [ ]

Disc basis [ ]

Disc percent [ ]

Net amount [ ]

**Invoice History**

Last generated: Created:

0 of 0 Attachments (0)

You can enter up to two days in the boxes. For example, if you enter 1 in the first box and 15 in the second box, the program generates the recurring invoice on the first and fifteenth of each selected month.

## Retainage Processing

The procedure for processing retainage has been changed.

The Retainage Report program is strictly a reporting program. It does not process retainage amounts. The program screen contains only report generation options.

Retainage Report - Munis

Home

Accept Cancel Search Browse Advanced Query Builder Add Update Global Duplicate Print PDF Preview Excel Word Email Schedule TCM Attachments Notify Alerts Define Return

Retainage Report - Munis

**Define Criteria**

Include:  General  1099  Contractor

Check dates [ ] 15 to [ ] 15

Retainage:  Processed  Unprocessed

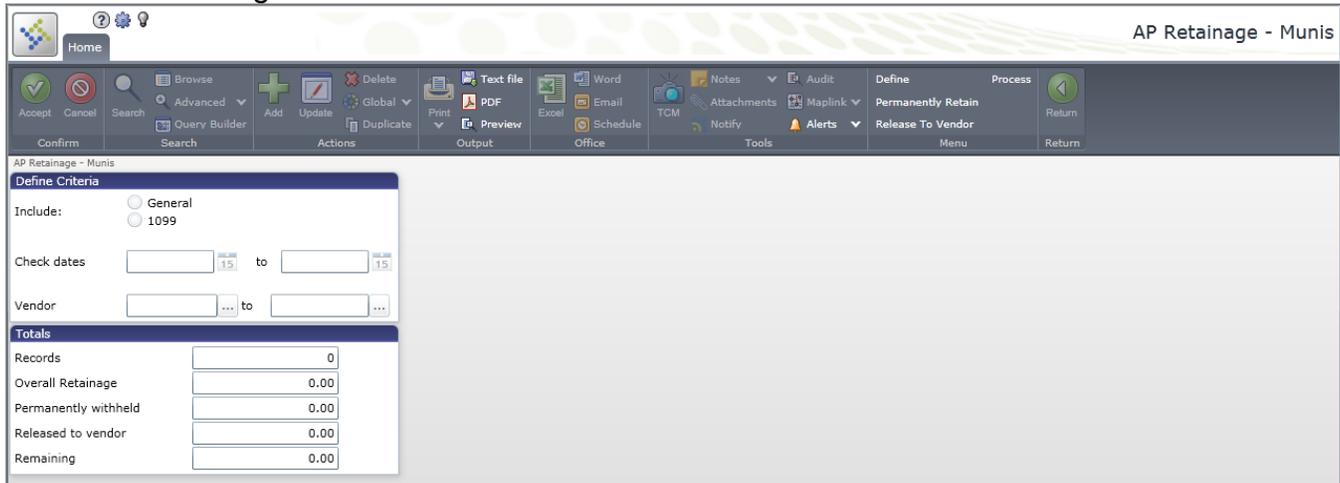
Vendor [ ] ... to [ ] ...

Contract [ ] ... to [ ] ...

**Totals**

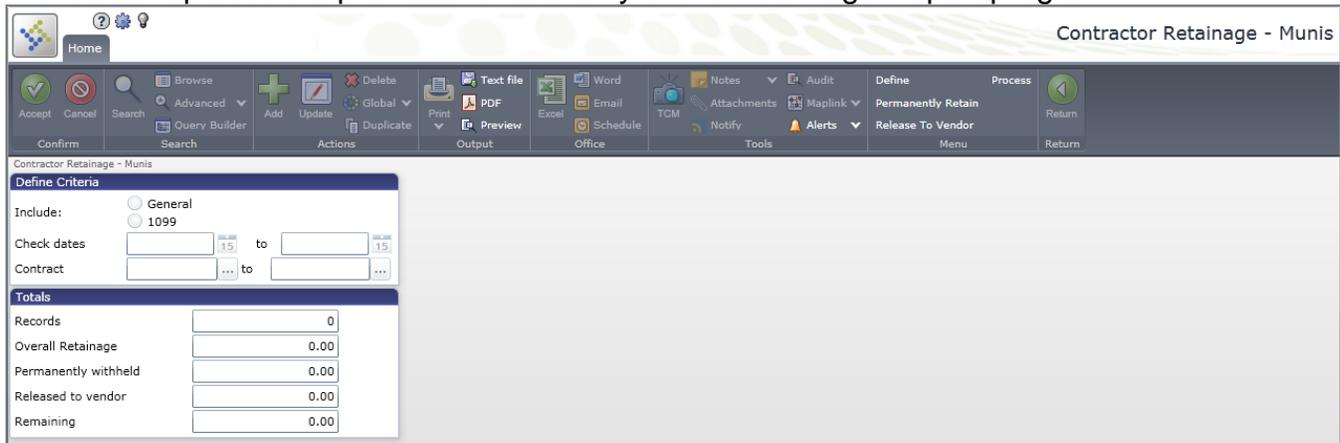
Records [ ] 0

Accounts payable retainage is processed by the AP Retainage program. This program replaces the previous functionality of the Retainage Report program, and it is located on the Vendor Processing menu.



AP Retainage processes general and 1099 retainage amounts for permanent withholding or release to the vendor. The program must process full retainage amounts. Partial amounts cannot be processed.

The Contract Retainage program is available for processing of contract retainage amounts, and it also replaces the previous functionality of the Retainage Report program.



The Contract Retainage program processes contract retainage amounts for permanent withholding or release to the vendor. The program can process full or partial retainage amounts.

## Student Activity

### Check Reconciliation

The Student Activity version of the Check Reconciliation program allows you to clear receipt transactions in addition to disbursement transactions. The Check Reconciliation screen has been redesigned to facilitate this change.

Check Reconciliation - Munis

Home

Accept Cancel Search Advanced Query Builder Add Update Global Duplicate Print PDF Excel Word Email Schedule TCM Attachments Maplink Notify Alerts Define Unclear Output-Post Return

Check Reconciliation - Munis

**Clear Options**

Batch number: 0

Clear date: 07/25/2012

Cash code: [dropdown]

Transaction type: [dropdown]

Clear by:  Date  Bank table  Check/Receipt

Date: [ ] to [ ]

Checks: [ ] to [ ]

Receipts: [ ] to [ ]

Bank table: [dropdown]

Input format: W3 - WACHOVIA WITH PAYEE MATCH

Bank account: 123456789

Skip lines: 0

Override bank cleared date

Cleared checks

Wire transfers

**Processed**

	Cleared	Amount	Uncleared	Amount
Disbursements:				
Receipts:				
Grand totals:				

To clear receipt transactions, select Receipts from the Transaction Type list.

Home

Accept Cancel Search Advanced Query Builder Add Update Global Duplicate Print PDF Excel Word Email Schedule TCM Attachments Maplink Notify Alerts Define Unclear Output-Post Return

Check Reconciliation - Munis

**Clear Options**

Batch number: 111

Clear date: 07/25/2012

Cash code: 100100 MHS CASH

**Transaction type: Receipts**

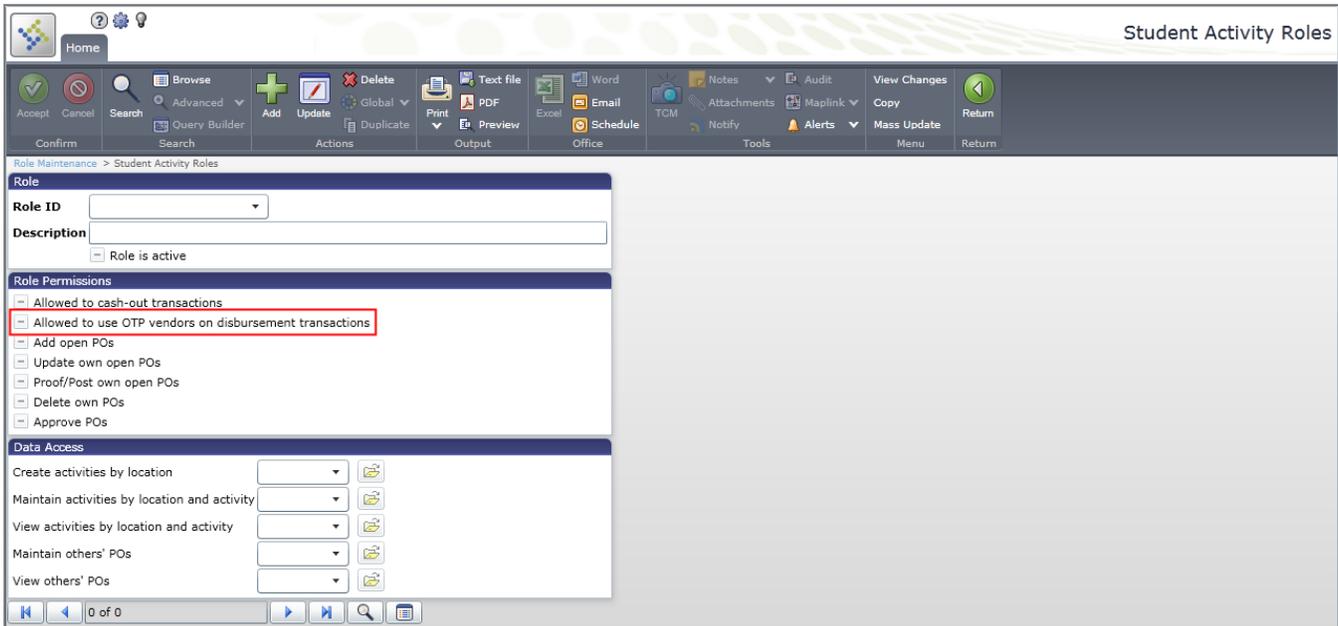
Clear by:  Date  Bank table  Check/Receipt

You can then use the Clear By, Date, and Receipts fields to select a set of receipts to clear. After the set has been output and posted, the program updates the Processed group with the number and amount of cleared transactions.

Processed				
	Cleared	Amount	Uncleared	Amount
Disbursements:	0	0.00	0	0.00
Receipts:	2	205.95	0	0.00
Grand totals:	2	205.95	0	0.00

## Vendor Selection Permissions

The Student Activity Roles program contains an Allowed to Use OTP Vendors on Disbursement Transactions check box.



Student Activity Roles

Role Maintenance > Student Activity Roles

Role ID: [Dropdown]

Description: [Text Field]

Role is active:

Role Permissions:

- Allowed to cash-out transactions
- Allowed to use OTP vendors on disbursement transactions
- Add open POs
- Update own open POs
- Proof/Post own open POs
- Delete own POs
- Approve POs

Data Access:

Create activities by location: [Dropdown] [Icon]

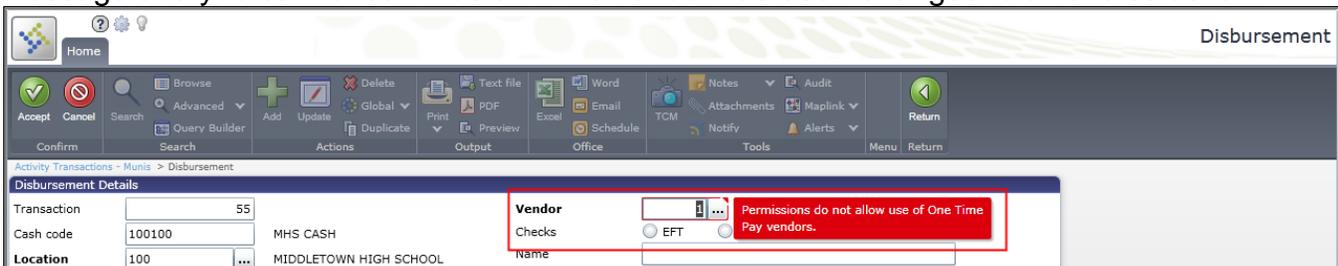
Maintain activities by location and activity: [Dropdown] [Icon]

View activities by location and activity: [Dropdown] [Icon]

Maintain others' POs: [Dropdown] [Icon]

View others' POs: [Dropdown] [Icon]

When the check box is selected for your user role, you can use one-time pay vendors when creating student activity disbursements. If the check box is cleared for your user role, and you attempt to use a one-time pay vendor on a disbursement, the program displays an error message and you cannot continue until the vendor has been changed to a valid selection.



Disbursement

Activity Transactions - Munis > Disbursement

Disbursement Details:

Transaction: 55

Cash code: 100100 MHS CASH

Location: 100 MIDDLETOWN HIGH SCHOOL

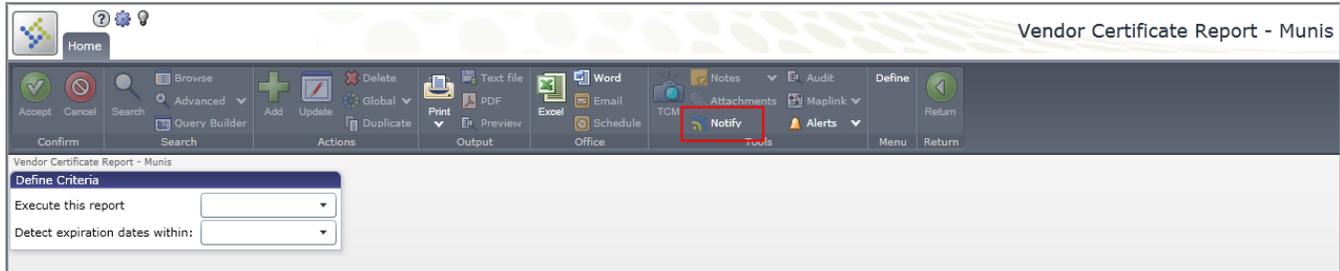
Vendor: [Dropdown] [Icon]

Checks:  EFT  Pay vendors.

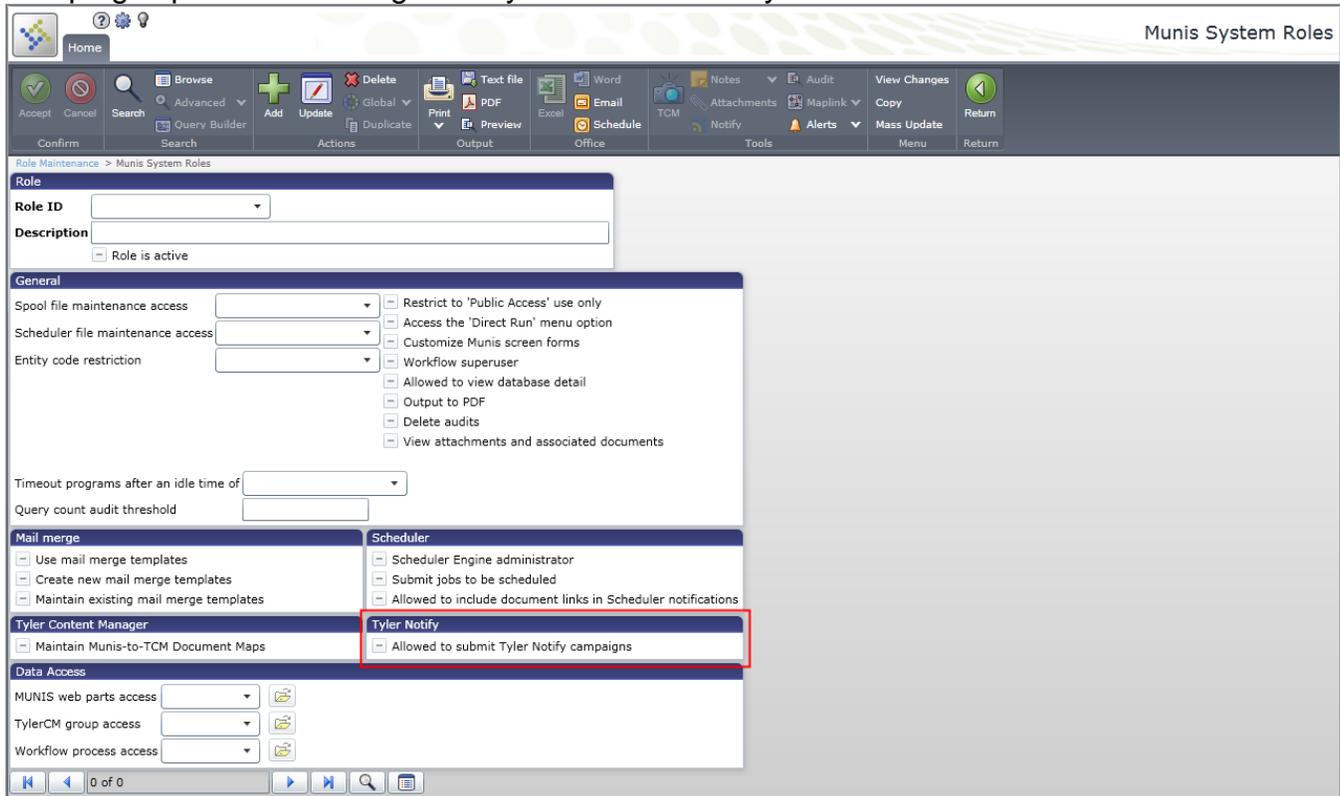
Permissions do not allow use of One Time Pay vendors.

## Vendor Certificate Report

The Vendor Certificate Report program is compatible with Tyler Notify.



In order to access the Notify option, you must first have the Allowed to Submit Tyler Notify Campaigns permission assigned to your user role in System Roles.



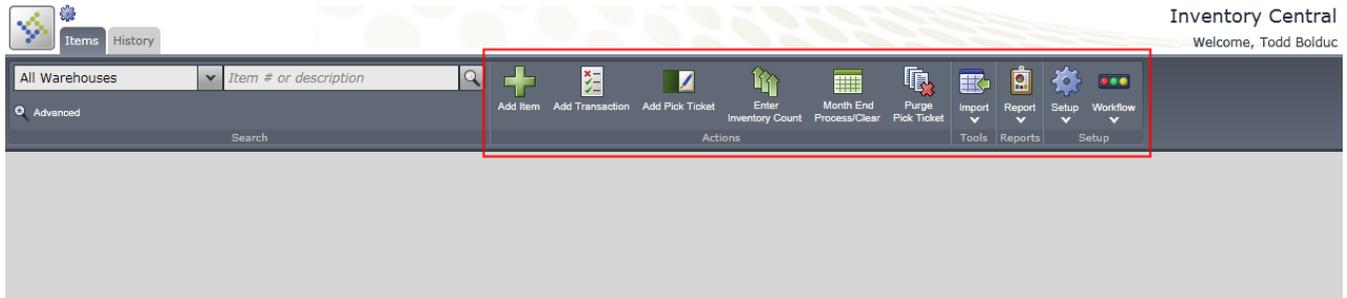
Clicking Notify allows you to notify various contacts about the upcoming or current expiration of a vendor certification using phone, email, or mailing addresses.

**Note:** This feature is only available if your organization has implemented Tyler Notify. Templates and message content are maintained in the Tyler Notify Settings program.

# Munis Central Programs

## Inventory Central

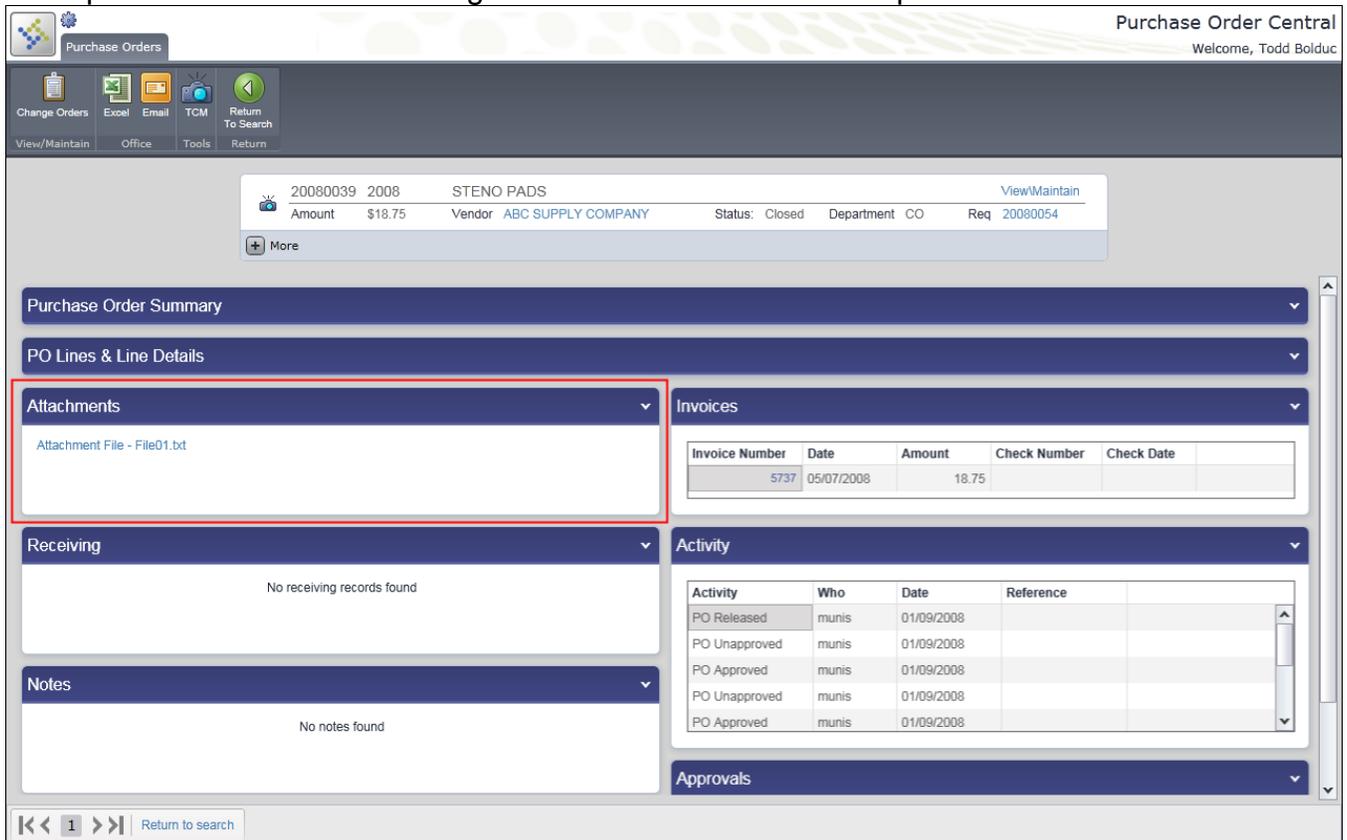
Inventory Central contains a series of buttons on the header of the Items tab.



Clicking these buttons opens the Munis program associated with that action. For example, clicking Add Pick Ticket opens the Pick Tickets program.

## Purchase Order Central

Purchase Order Central contains an Attachments pane on the Detail screen that displays any attachments associated with the purchase order. The pane displays the attachment's description and file name. Clicking the attachment information opens the file in a new window.





## Available Web Parts

Web parts are used with the Tyler Dashboard to provide summary information from your Munis database. There are several Web parts available for Financials, including Buyer Productivity, Budget Overview, and Next Year Budget Entry Tracking. The information provided in the following section explains major changes to existing Web parts, as well as the functionality available for new Financials Web parts.

Munis web parts are applicable if your organization uses Tyler Dashboard. The following table provides a description of web parts currently available for Munis Financials.

Web Part	Description
<b>Accounts Payable</b>	
Buyer Productivity	Displays the current number of requisitions, current dollar amount, fiscal year-to-date requisitions, and average days to convert for each buyer. Displays a graph of requisitions in the queue by buyer.
Commodities Analysis	Displays a list of commodities purchased within a specified timeframe. Also displays a graph commodities purchased by quantity, and a graph of commodities purchased by total dollar amount.
Open Contracts	Displays information about open contracts, including a graph that displays dollars available by vendor, and a graph the displays the percent completed for each contract.
Vendor Dollars	Displays a list of dollar amounts paid to the least or most paid vendor for a specified timeframe. Also displays a graph depicting the dollar amounts paid to vendors.
Vendor Performance	Displays a list of vendors given a status of Stop within a specified timeframe.
<b>Budgeting</b>	
Budget Overview	Displays a graph of budget amounts under a specified threshold for a specified timeframe. You can indicate which budget items displays on the graph.
Budgets	Displays Munis budgeting information in a data grid that includes the budget code, fund description, and original and revised budget amounts for each code.
<b>General Ledger</b>	
NYBE Tracking	Displays a general summary of budget actions taken for next year budget projections.
<b>Work Orders, Fleets, and Facilities Management</b>	
<i>For each of the Work Orders, Fleet, and Facilities Management Web parts you must indicate the service department and work order type for which to view information. To do this, you can click the Modify This Web Part icon. You can then enter the department code and work order type in the fields under User Defined.</i>	
Activity Statistics	Displays a list of the work order activities for the selected

<b>Web Part</b>	<b>Description</b>
	time period.
Asset Statistics	Displays a list of work order assets for the selected time period.
Class Statistics	Displays a list of work order activity by class code.
Employee Statistics	Displays a list of work orders activity by employee.
Work Order Activity Graph	Displays a graph of monthly work orders activity by cost or by count.
Work Orders	Displays the number of Recent Citizen Requests, Recent Internal Service Requests, Unscheduled Work Orders, In Progress Work Orders, Overdue Work Orders, and Preventative Maintenance Projections.
Work Order Mapping on Custom ESRI Maps	Displays mapping of work order locations based on GIS coordinates.
Work Order Mapping on ESRI Maps	
Work Order Mapping on Bing Maps	
<b>Tyler Dashboard</b>	
E-mail Settings	Configures the settings for sending e-mails from Web parts that have the e-mail button enabled, such as Exception Viewer or Workflow Manager.
My Favorites	Creates links to frequently used Web sites, Tyler Dashboard views, or programs.
<b>Munis Workflow</b>	
My Workflow	Displays the number of Workflow approvals, notifications, and alerts currently pending.
My Workflow Detail	Displays a list of your pending approvals, notifications, or alerts.
Workflow Manager	Displays a list of Workflow items by process or approver compared to a specified date