Finance IT
PeopleSoft Tip

I used X on the Intranet, is there something similar in PeopleSoft?

PeopleSoft has a number of reporting options. PeopleSoft Query is closest to Intranet functionality. With this we have been developing custom queries for everyone to use. However, it is important to understand that there are differences in design. One example, vouchers are posted into AP subledger and then a JE is posted to the GL. On the intranet most pages are only posted transactions; however in PeopleSoft, these queries are displaying all records, which includes transactions that have been entered, in the middle of processing, canceled, awaiting approval… and not just posted. So, please ensure you select the proper filter, normally with status, to ensure you get the data you need.

COA – Chart of Accounts
PeopleSoft uses the term Chartfields and queries replicating the COA pages include:
- SC_CF_OPER_UNIT_LIST
  Operating Units incorporate our Campus and old Budgetary Responsibility. This is a list of the Operating Units.
- SC_CF_DEPT_LIST
  Departments have been expanded to 6 digits. A number of funds have been translated into departments in PeopleSoft. This is a list of departments.
- SC_CF_FUND_LIST
  Funds have been expanded to 5 characters, a number of funds are now being represented as departments vs funds. This is a list of funds.
- SC_CF_ACCOUNT_LIST
  Accounts, sometime referred to a GL Accounts, is our current Object Code. While there have been some changes, many codes remain the same as they were on our legacy system. This is a list of the GL Accounts.
- SC_CF_CLASS_LIST
  Class is used to represent our NACUBO Functional Classification Code. In legacy this was a set of attributes on the department fund: program and sub-program. This is a list of Class Codes.
- SC_CF_PROJECT_ACTIVITY_LIST
  With PeopleSoft we now have a module to manage projects and grants. This is a combination of 3 fields:
  - Project Costing Business Unit (PCBU), this is identifying type of project.
  - Project ID, the code identifying the project / grant.
  - Activity ID, code to further segment a project / grant.
    In legacy, these projects/grants were often represented with a fund, now the identifying factor is the combination of these 3 fields. This is a listing of projects / grants.
- SC_CF_COSTSHARE_LIST
  Similar to our legacy system using the analytical matching COA field, this field is used to specify costshare on a project / grant. This is a listing of projects which allow costshare.
- SC_CF_PRODUCT_LIST
  We are using Product for Term Codes. Most references to term codes in accounts, departments and funds have been replaced with this field. This is a listing of products (Banner term codes).

ACTUAL

- **SC_PAYMENTS**
  Payment info, providing similar functionality to CK-Check. Note, the Payment ID is not the check number, it is the reference number that is the check number, if a check was issued vs. other methods of payment. Voucher is still required in order for payment to be issued. This will also show vouchers in various stages before payment.
- **SC_VOUCHERS**
  Voucher info, providing similar functionality to VO-Voucher. Note, vouchers are entered into the AP subledger and do not post directly into the GL. PeopleSoft also electronically matches the voucher to purchase orders and receiving reports; thus all vouchers are not automatically paid on next pay cycle after entry, as they were in legacy.
- **SC_PAY_REQUESTS**
  Payment Requests are AP transactions available to process payment for select purposes that doesn't require purchasing approval. Upon approval, Payment Requests create vouchers.
- **SC_LEDGER_ACTUAL_JOURNALS**
  Unlike our legacy system, PeopleSoft GL only has journal entries and transactions such as vouchers are in the AP subledger. Then there are journal entries created from that subledger that post to the GL; similar to how Payroll works in Legacy, Payroll would create a JE and then that JE is posted to GL. This replaces both the JE-Journal Entry and GL Activity. However, noting the above, you may now need to run an additional query, like SC_VOUCHERS, to see the detail of the JE that has posted.
- **SC_LEDGER_ACTUAL_SUMMARY_FY**
  This is a summarized view of the GL. Equivalent to just the Actuals portion of GL Summary.
- **SC_LEDGER_ACTUAL_COMPARE_MONTH**
  Monthly comparison of GL balances. You will need to specify which chartfields to display and summarize on using Field 1, 2 and 3. This provides similar functionality to GL Monthly Compare.
- **SC_LEDGER_ACTUAL_COMPARE_YEAR**
  Yearly comparison of GL balances. You will need to specify which chartfields to display and summarize on using Field 1, 2 and 3. This provides similar functionality to GL Yearly Compare.

BUDGET

- **SC_LEDGER_BUDGET_JOURNALS**
  In PeopleSoft, we are using commitment control, aka. KK module. So in legacy these were known as BD entries and in PeopleSoft KK Budget Journals. Provides functionality similar to BD-Budget Entry and GL Activity for Budget.
- **SC_LEDGER_BUDGET_COMPARE_FY**
  Yearly comparison of Budget balances. You need to specify which chartfields to display and summarize on using Field 1, 2 and 3. This provides similar functionality to GL Yearly Compare for Budget.

OPEN and CLOSE BALANCE

- **SC_LEDGER_OPEN_BAL_JOURNALS**
  Period 0 is the opening balance. This provides functionality similar to OB.
- **SC_LEDGER_CLOSE_BAL_JOURNALS**
  Period 999 is the new closing balance with PeopleSoft.

ENCUMBRANCE

In PeopleSoft, the term encumbrance is used vs. in legacy commitment.
NOTE: Travel will go live with PeopleSoft with HR/Payroll.

- SC_PURCHASE_ORDERS
  Purchase Order information. This is similar to PO.
- SC_ENCUMBRANCE_DETAIL
  This is detail on the outstanding encumbrance. Similar to OS Commitment.
- SC_ENCUMBRANCE_SUMMARY
  This is summarized view of the encumbrance. Similar to GL Summary for Commit.

PRE-ENCUMBRANCE

- SC_REQUISITIONS
  Purchase Requisition information.
- SC_PRE_ENCUMBRANCE_DETAIL
  Detail on outstanding pre-encumbrances. Please note, since each requisition line has the ability to be sourced to a different supplier and that requisitions do not require suppliers, supplier info only displays when purchasing creates a purchase order. Also depending on the status of the purchase order determines when the pre-encumbrance becomes an encumbrance. This is similar to Pre-Commit.
- SC_PRE_ENCUMBRANCE_SUMMARY
  This is a summarized view of the pre-encumbrance.

OTHER

- SC_CATEGORY_LIST
  Listing of category codes used on purchase requisitions. Selection of category code automatically assigns GL Account chartfield and determines sales/use taxability.
- SC_LOCATION_LIST
  Listing of locations. Location codes use building and room. They are used to identify ship-to locations for carriers, delivery locations for central receiving and asset locations. They also identify which sales/use taxes apply to that location. This data is interfaced from FAMIS in Facilities.
- SC_SUPPLIER_LIST
  Listing of Suppliers, in legacy referred to as Vendors. Replaces Vendor functionality on intranet.
- SC_APPROVALS
  Listing of approvals, both current and historic. Choose a status of pending to see outstanding approvals.

SECURITY

- SC_SECURITY_DEPOSITORS
  Listing of users that are authorized to departmental deposits.
- SC_SECURITY_DEPT_APPROVERS
  Listing of departments and their authorized approvers.
- SC_SECURITY_REQUESTERS
  Listing of users that are setup to be used as requesters in purchase requisitions and receiving.

- **SC_SECURITY_ROLE_USERS**
  Listing of users and their security roles.
- **SC_SECURITY_USERS**
  Listing of all users.