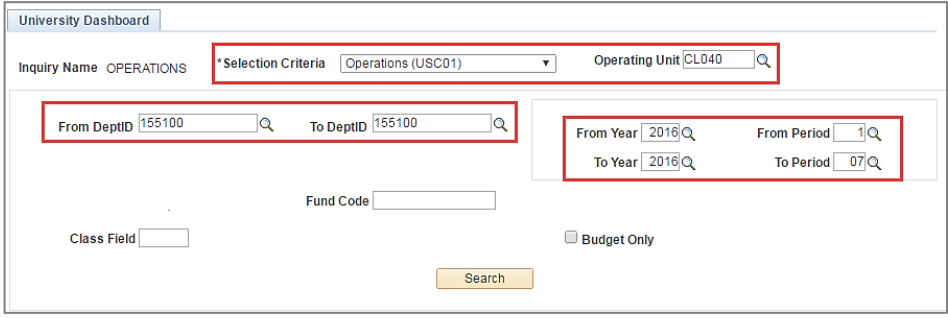# University Dashboard Quick Reference
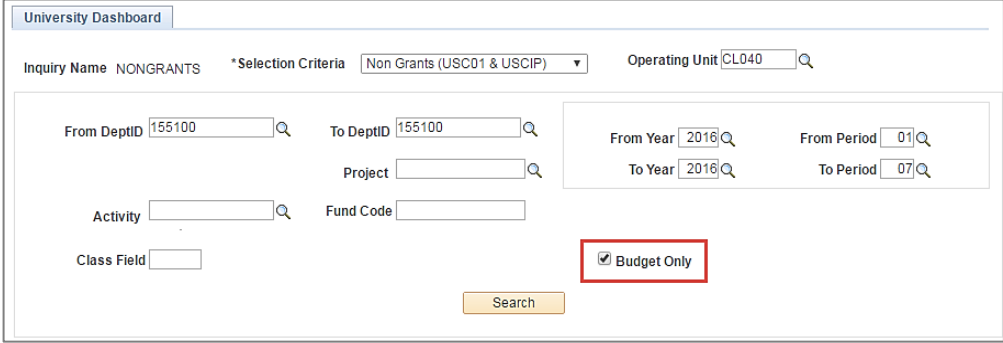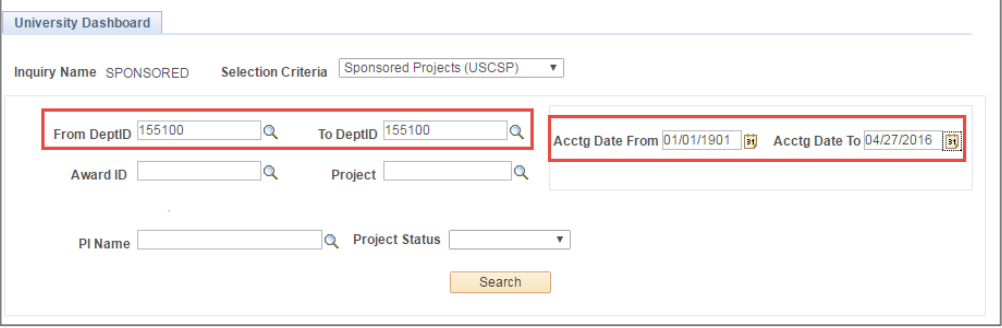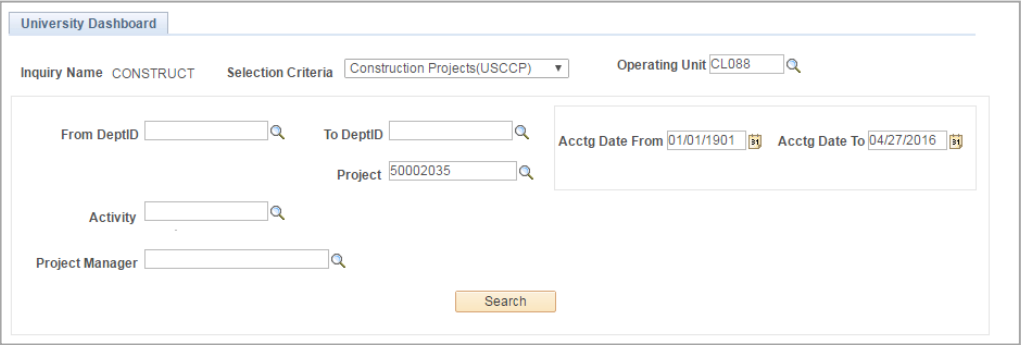
Navigation: Main Menu > USC Enhancements > University Dashboard   ***Add as Favorite***

Search Options

Internal Projects (USCIP)	Key Search Fields: Operating Unit, From/To Year, From/To Period, From/To DeptID Additional fields to refine results: Project, Activity, Fund Code and Class Field. **Note:** Activity can be searched independently of project for internal projects.
Operations (USC01)	Key Search Fields: Operating Unit, From/To Year, From/To Period, From/To DeptID. Additional fields to refine results: Fund Code and Class Field.
Non-Grants (USCIP & USC01 Combined)	Provides ability to see Internal Projects and Operations information together. Remember these options have the **Budget Only** checkbox available. When Budget Only is checked only summary information is displayed in the search results.

Sponsored Projects (USCSP)	Key Search Fields: Acctg Date From/To **(Recommended Date From is 1/1/1901)**, From/To DeptID, Award ID and/or Project Additional fields to refine results: (Award) PI Name, and Project Status. **Note:** Unless searching by project, the results will be displayed based on Award. There could potentially be a one-to-many relationship between an award and projects. If projects outside your requested departments share a portion of the award, those projects will show up in the search results.
Construction Projects (USCCP)	Key Search Fields: Operating Unit, Acctg Date From/To **(Recommended Date From is 1/1/1901)**, From/To DeptID, and Project Additional fields to refine results: Activity and Project Manager. **Note:** Unlike Internal Projects the Activity field cannot be used without the Project field with Construction Projects.

Formulas used for calculations

Sponsored Projects	*Award Direct (Indirect)* Budget - Actual (Expenses) - Pre-encumbrance - Encumbrance = **Remaining Budget** *Cost Share Direct (Indirect)* Budget - Actual (Expenses) = **Remaining Cost Share** **Summary For Award** |	Budget	Actual	PreEncumbrance	Encumbrance	Remaining | |---|---|---|---|---|---| | Direct | 36,000.000 | 0.000 | 0.000 | 0.000 | 36,000.000 | | InDirect | 0.000 | 0.000 | | | 0.000 | | Total Amt. | 36,000.000 | 0.000 | 0.000 | 0.000 | 36,000.000 | | Cost Share Direct | 0.000 | 0.000 | | | 0.000 | | Cost Share InDirect | 0.000 | 0.000 | | | 0.000 | Recognized Revenue: 0.000 Uncollected Revenue: 0.000
Internal Projects, Operations and Constructions Projects	Opening Balance (if applicable) + Beginning Balance +/- Budget Adjustments = Adjusted Balance + Revenue + Transfers In – Pre-encumbrances – Encumbrances - Expenses = **Remaining Budget** **Note:** Revenue is only included in the calculation if budget adjustments are not available. If there are budget adjustments, revenue is ignored because it is already included in the budget adjustment balance. **Totals** Opening Balance: *Formerly Carry Forward* — 0.000 Beginning Budget : 0.000 Budget Adjustments : 1,009,547.000 Adjusted Balance : 1,009,547.000 Revenue (4XXXX) : -193,818.860 Transfers In (81XXX) : 0.000 PreEncumbrance : 0.000 Encumbrance : 434.520 Expense : 710,623.980 Remaining Balance : 298,488.500

Drill down capabilities   4

Budget Adjustments	Source: Budget Journals
Revenue	Source: Budget Journals (Football Ticket Sales, Conference Registration Fees, Computer Lab Material Fees, etc.) All the 4XXX account codes.
Transfers In	Source: All the 81XXXX account codes.
Pre-encumbrance	Source: Purchase Requisitions
Encumbrance	Source: Purchase Orders
Expense	Source: Mainly Journals (Payroll, Banner, Cost Share, RQs, Crosswalk, etc.) and AP Vouchers