



# RUN FRS REPORT

GL

## QUICK REFERENCE GUIDE GL-33

### Purpose

The purpose of this Quick Reference Guide (**QRG**) is to provide a step-by-step explanation of how to Run FRS Reports in the North Carolina Financial System (**NCFS**).

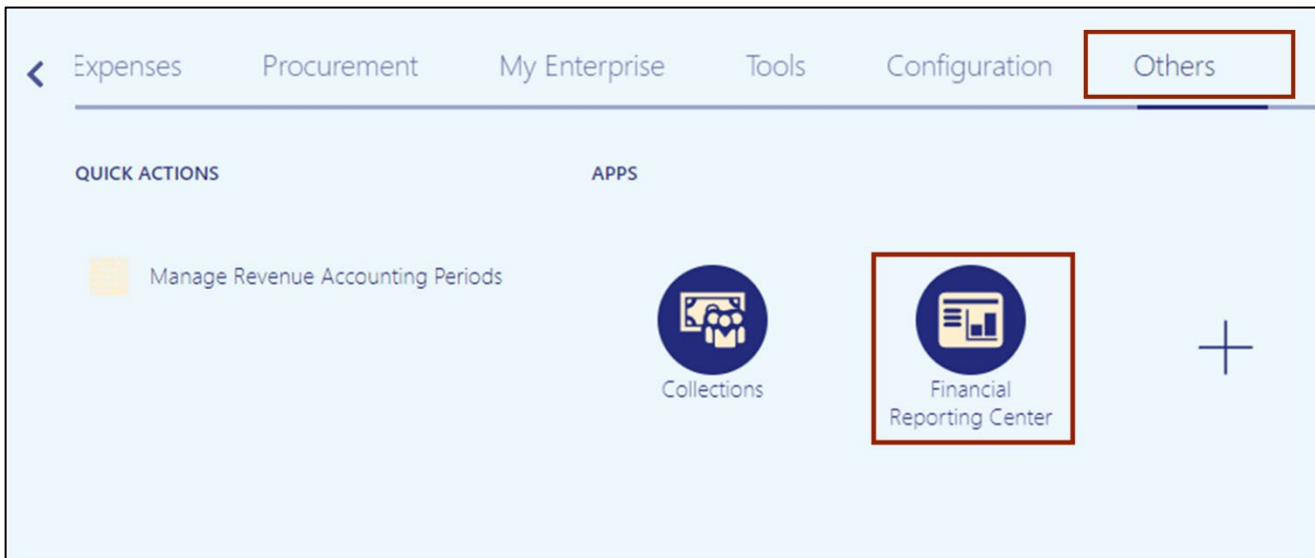
### Introduction and Overview


This QRG covers the steps to run and view results of FRS Reports in NCFS.

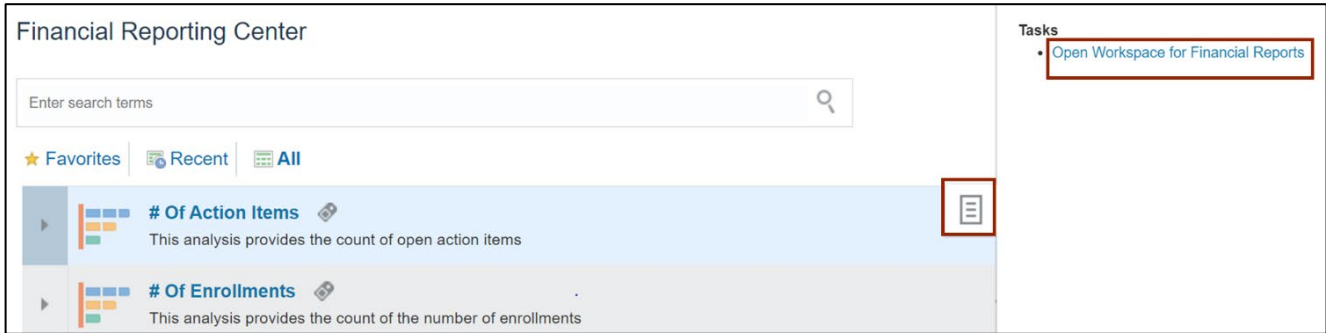
### Run FRS Report

To run and view FRS Report in NCFS, please follow the steps below:

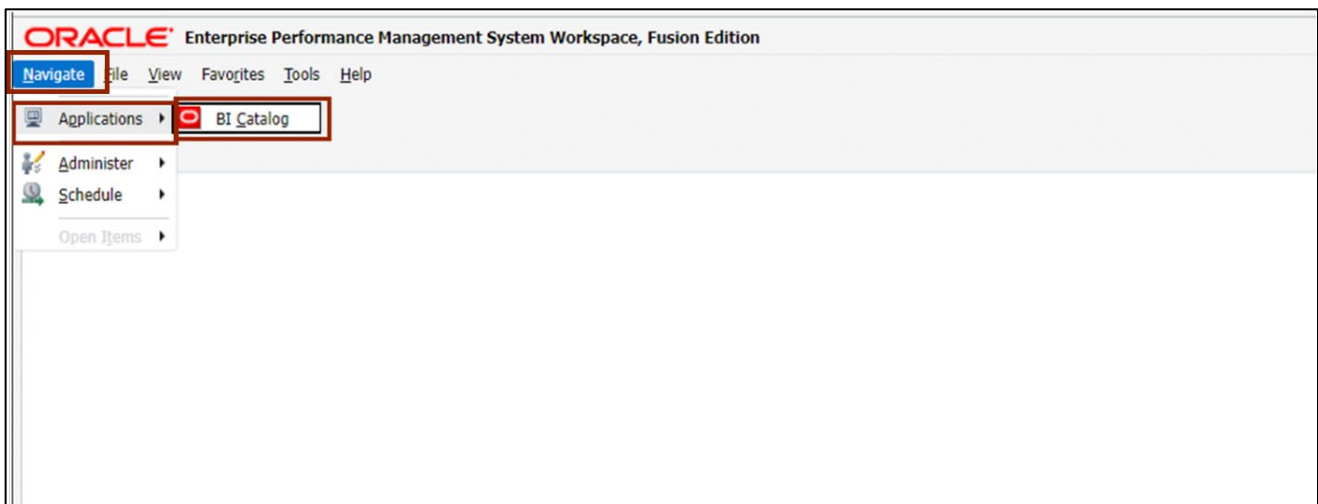
1. Log in to NCFS portal with your credentials to access the system.
2. On the Homepage, click the **Others** Tab. Click the **Financial Reporting Center** app.



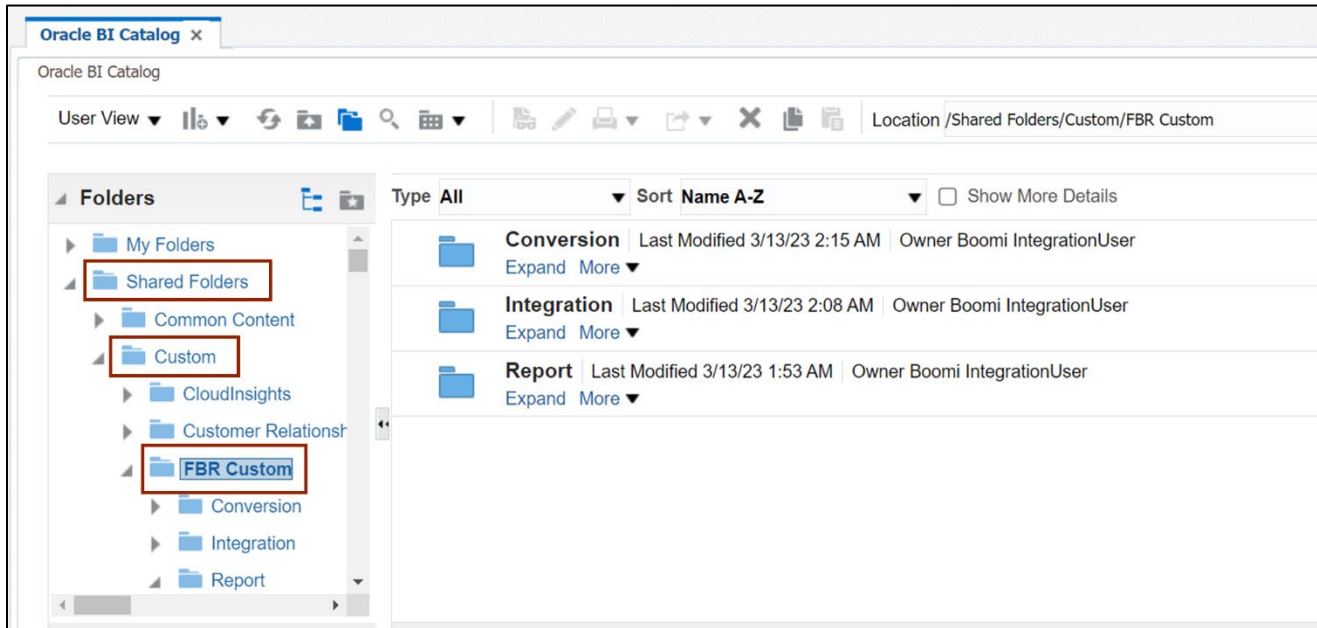
3. The **Financial Reporting Center** page is displayed. Click the **Tasks** [  ] icon and click **Open Workspace for Financial Reports**



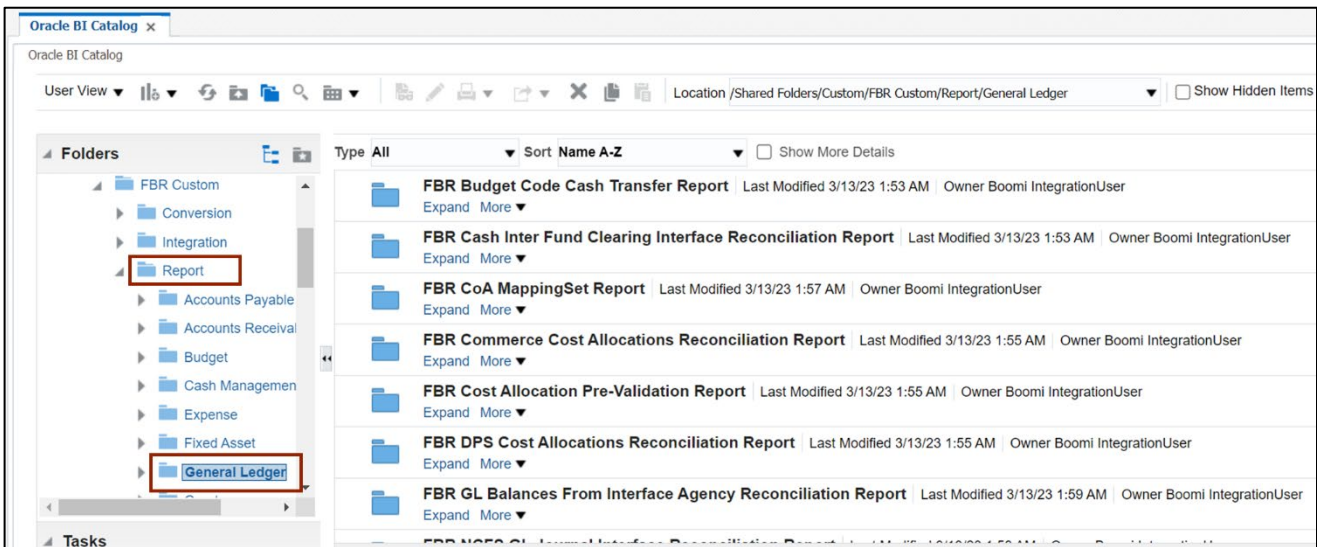
4. Click the **Navigate** option on the top left corner. Click the **Applications** option from the drop-down choice list and then select **BI Catalog** option.



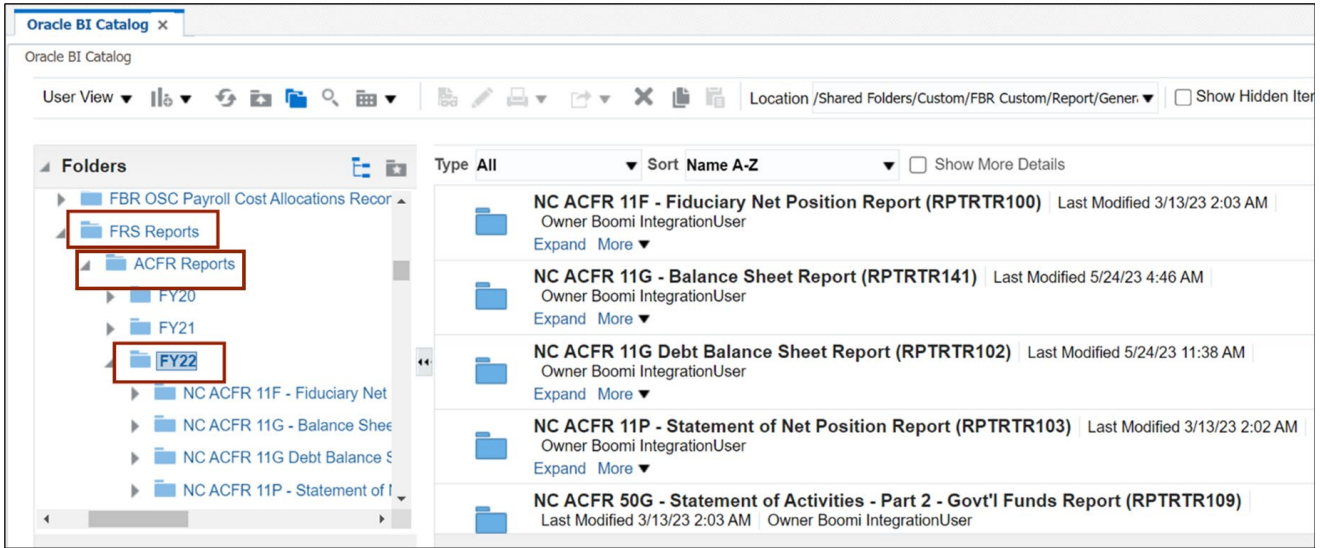
- The **Oracle BI Catalog** page is displayed. Under the **Folders** pane, click the **Shared Folders** and then click the **Custom** folder. Furthermore, click the **FBR Custom** folder.



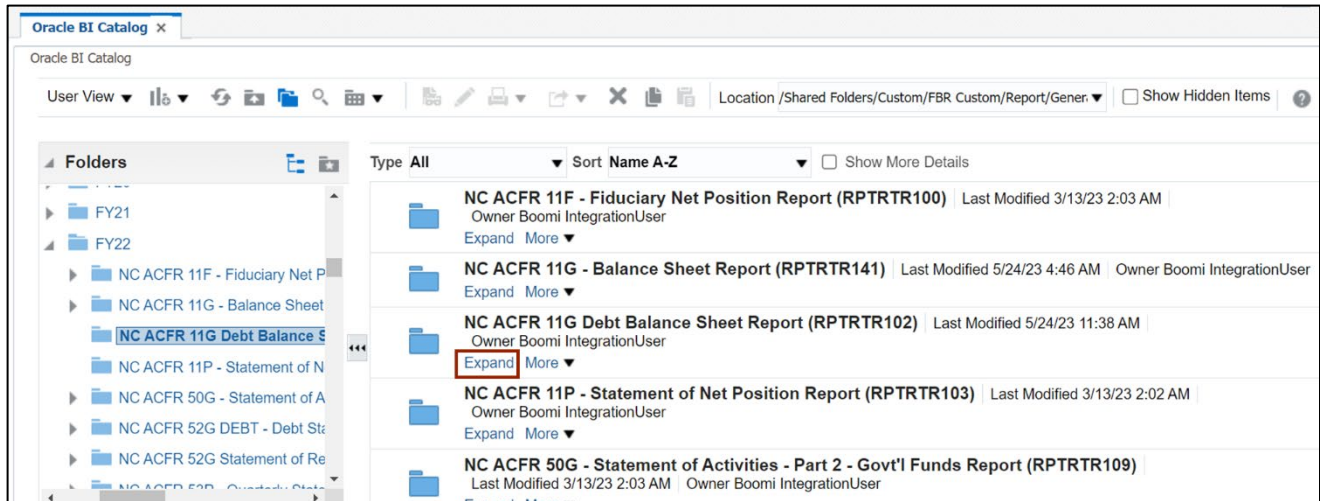
- Click the **Report** folder and then click the **General Ledger** folder.



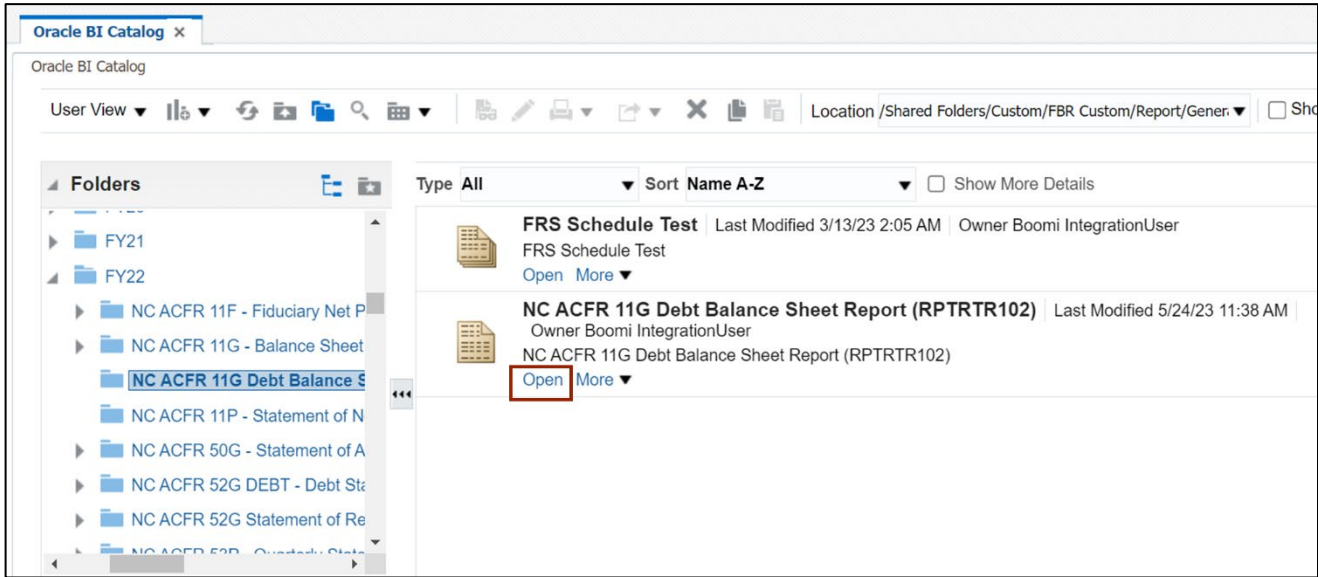
7. Click the **FRS Reports** folder, then the **ACFR Reports** folder, then click the **FY22**.




8. On the right side of the page, under the **NC ACFR 11G Debt Balance Sheet Report (RPTRTR102)**, click the **Expand** link.



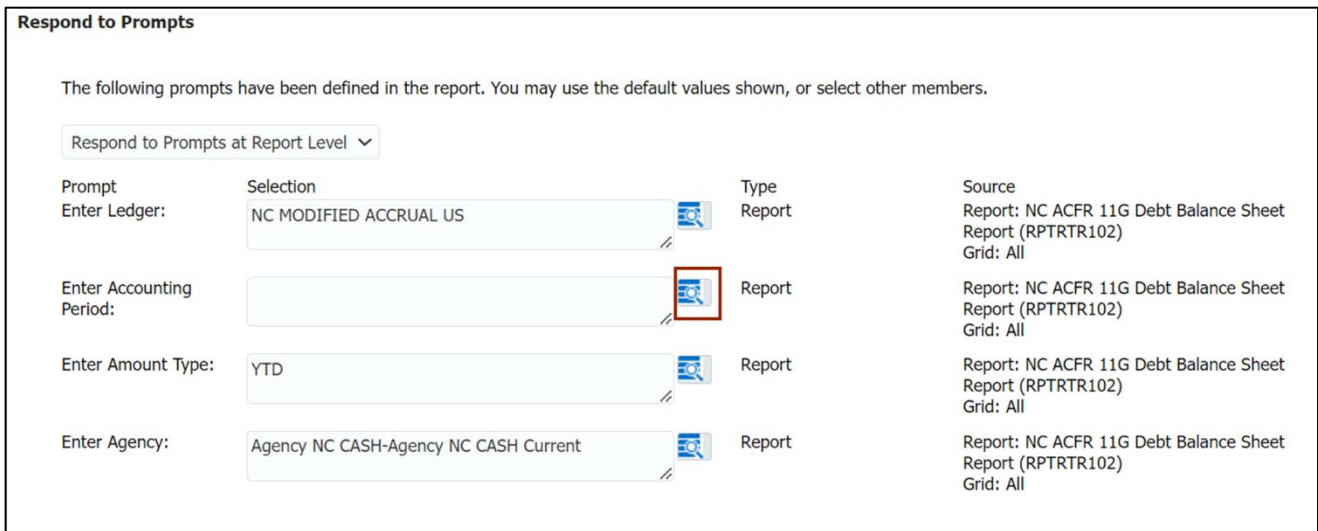
9. On the **NC ACFR 11G Debt Balance Sheet Report (RPTRTR102)**, click the **Open** link.



10. The *Respond to Prompts* pop-up appears. On the **Enter Accounting Period** field, click the **Search [  ]** icon.

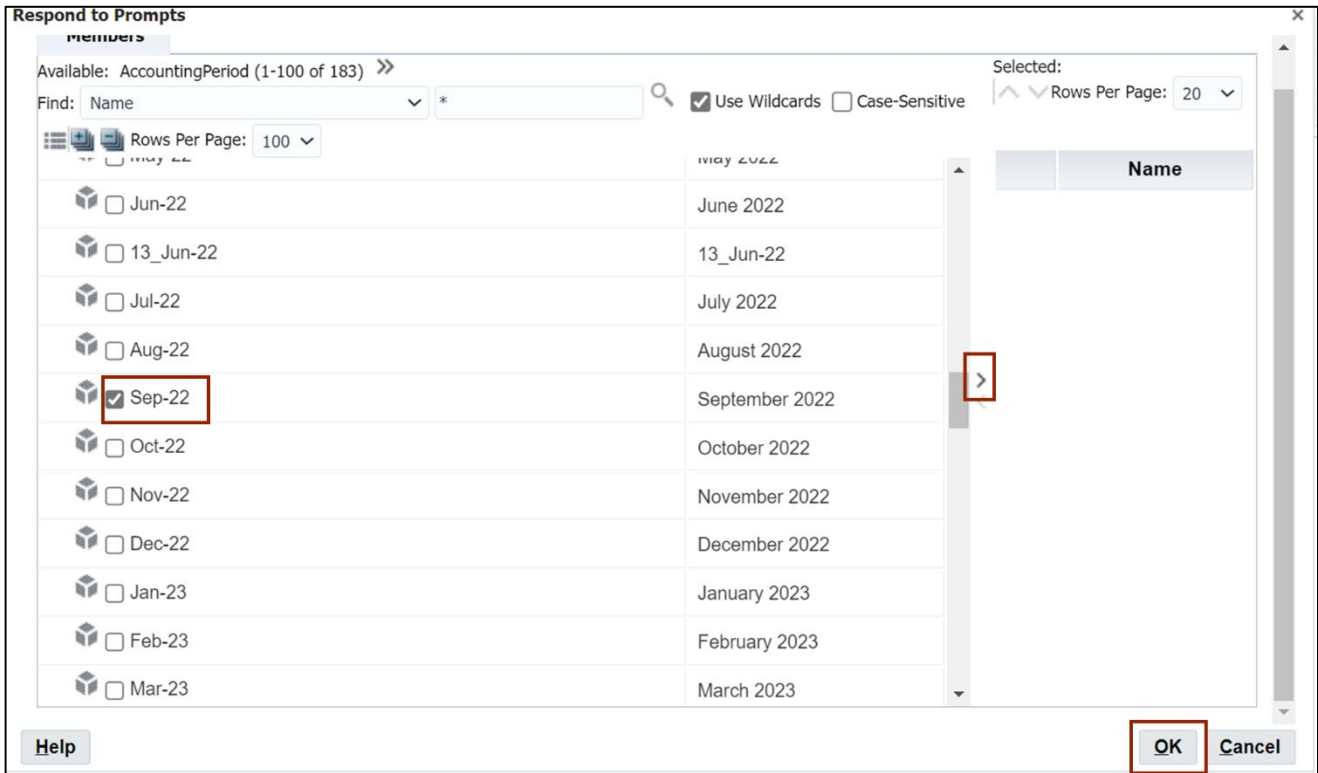
Note: Some prompt values will default. User may change prompt values as desired: **Enter Ledger**, **Enter Accounting Period**, **Enter Amount Type**, and **Enter Agency** field.

In this example, we accept all defaults but must choose **Enter Accounting Period**.

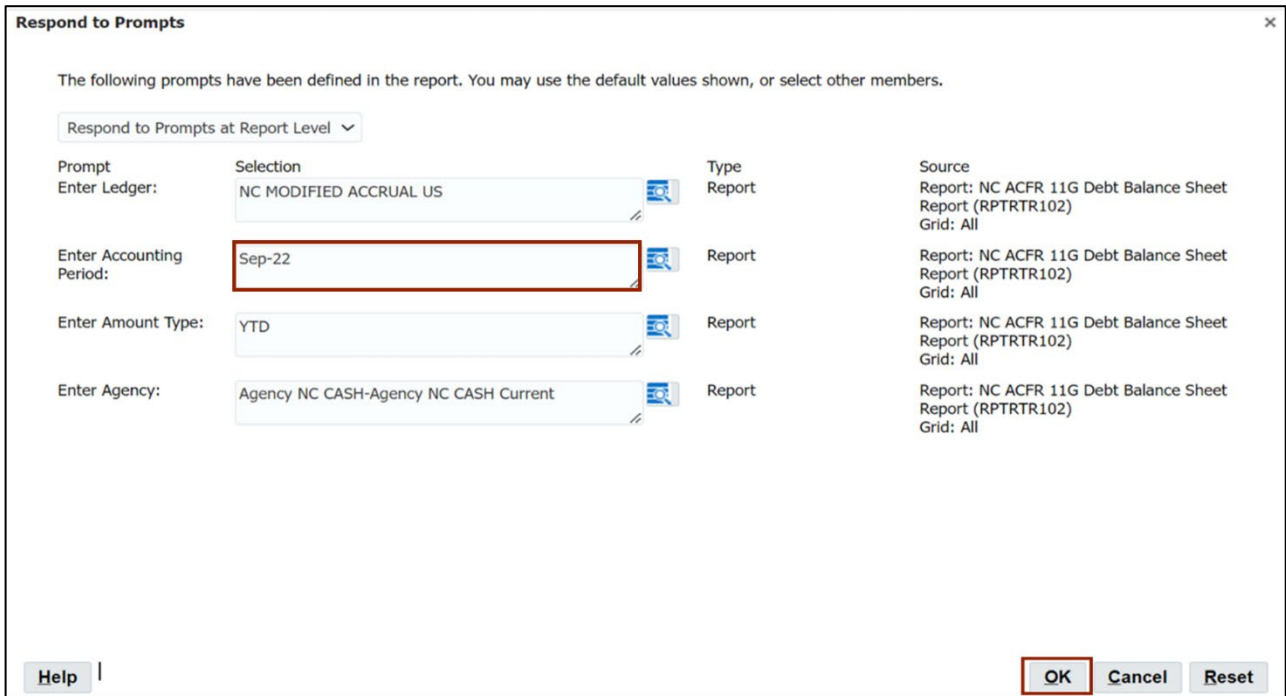


11. Check the appropriate **Accounting Period**.

In this example, we choose **Sep-22**. Click the **Right Arrow** [ > ] icon to move the selected Accounting Period to **Selected** pane and click the **OK** button.



12. On the **Response to Prompts** pop-up page, the **Accounting Period** field is auto populated. Click the **OK** button to generate the report.





13. The NC ACFR 11G Debt Balance Sheet Report (RPTRTR102) is displayed.

Scenario: Actual	Balance Amount:	Period	Activity	Currency:	USD	Currency Type:	Total
	▲29006-OSBM	▲29015-2/3 GO	▲29016-	▲29018-	▲29019-	▲29020-	
	COPS-RcR	BONDS 2015	CONNECT NC	CONNECT NC	CONNECT NC	CONNECT NC	
	2007B \$75M		2017	2018	2019	2020	
<b>ASSETS AND OTHER DEBITS</b>							
<i>Cash, cash equis, and pooled cash</i>							
▶ 1112999B-POOLED CASH			0.00	0.00	0.00	0.00	
▶ 1119999B-CASH AND CASH EQUIVALENTS			0.00	0.00	0.00	0.00	
▶ 11R1999B-RESTRICTED CASH AND CASH EQUIVALENTS			0.00	0.00	0.00	0.00	

14. Scroll down to view the detailed balances. Click the right arrow [ ▶ ] icon to drill-down further in the Account Hierarchy.

In this example, choose **112R999B-Restricted Investments**, under the *Investments* section.

Scenario: Actual	Balance Amount:	Period	Activity	Currency:	USD	Currency Type:	Total
	▲29006-OSBM	▲29015-2/3 GO	▲29016-	▲29018-	▲29019-	▲29020-	▲64190-OS-C
	COPS-RcR	BONDS 2015	CONNECT NC	CONNECT NC	CONNECT NC	CONNECT NC	PROCD PUB
	2007B \$75M		2017	2018	2019	2020	IMP BONDS
							2002A
<b>ASSETS AND OTHER DEBITS</b>							
<i>Cash, cash equis, and pooled cash</i>							
▶ 1112999B-POOLED CASH			0.00	0.00	0.00	0.00	0.00
▶ 1119999B-CASH AND CASH EQUIVALENTS			0.00	0.00	0.00	0.00	0.00
▶ 11R1999B-RESTRICTED CASH AND CASH EQUIVALENTS			0.00	0.00	0.00	0.00	0.00
▶ 11R2999B-RESTRICTED POOLED CASH			0.00	0.00	0.00	0.00	0.00
<b>Investments</b>							
▶ 1122999B-POOLED INVESTMENTS			0.00	0.00	0.00	0.00	0.00
▶ 1129999B-INVESTMENTS			0.00	0.00	0.00	0.00	0.00
▶ <b>112R999B-RESTRICTED INVESTMENTS</b>			0.00	0.00	0.00	0.00	0.00
▶ 11212300-NON-TREAS RESTRICT INVEST			0.00	0.00	0.00	0.00	0.00
▶ 11213200-ALLOW FV RESTRICT INVESTM			0.00	0.00	0.00	0.00	0.00
▶ 11223000-POOL INV-BOND PROC-RESTRI			0.00	0.00	0.00	0.00	0.00
<b>Receivables, net</b>							
▶ 1131999B-TAXES RECEIVABLE			0.00	0.00	0.00	0.00	0.00
▶ 1132999B-ACCOUNTS RECEIVABLE			0.00	0.00	0.00	0.00	0.00
▶ 1134999B-INTERGOVERNMENTAL RECEIVABLES			0.00	0.00	0.00	0.00	0.00
▶ 1135999B-INTEREST RECEIVABLE			0.00	0.00	0.00	0.00	0.00
▶ 1136999B-PREMIUMS RECEIVABLE			0.00	0.00	0.00	0.00	0.00
▶ 1137999B-CONTRIBUTIONS RECEIVABLE			0.00	0.00	0.00	0.00	0.00
▶ 1139999B-OTHER RECEIVABLES			0.00	0.00	0.00	0.00	0.00

## Wrap-Up

Run & view results of FRS Reports using the steps above.

## Additional Resources

### Web Based Training (WBT)

- GEN106- Submitting and Scheduling Existing Reports