

FN Bursted Reports – GL

Below is a listing of the GL-related reports which are automatically burst to designated individuals' personal worklist. Also provided is the format in which the report is viewed, to whom and when the report is burst, as well as the number of days the bursted report is available for viewing in the Personal Worklist. The reports listed below will also be available for viewing using the Report Viewer; the time frame to view the reports is detailed below. The final two columns indicate if a secondary recipient can be set up for the report via the Electronic Distribution Assignment Form, and if an ad hoc version of the report is available. Click on the report name to view a sample and brief description.

Report Name	Format	Bursted to	Burst Frequency	Days Available in Worklist	Days Available in Report Viewer	Option on the Electronic Distribution Form	Ad hoc Version Available
MASB Monthly Account Statement Balance RPT259B	PDF	Deliver-to Person	Monthly	30	Indefinitely	Yes	Yes
MAST Monthly Account Statement Transaction RPT259T	PDF	Deliver-to Person	Monthly	30	Indefinitely	Yes	Yes
GLUAB Report GL Encumbrance	PDF	Deliver-to Person	Monthly	30	Indefinitely	No	Yes
APUAB Report PHI GL Transaction Reconciliation RPTAP204	PDF	Deliver-to Person	Monthly	30	390	No	No