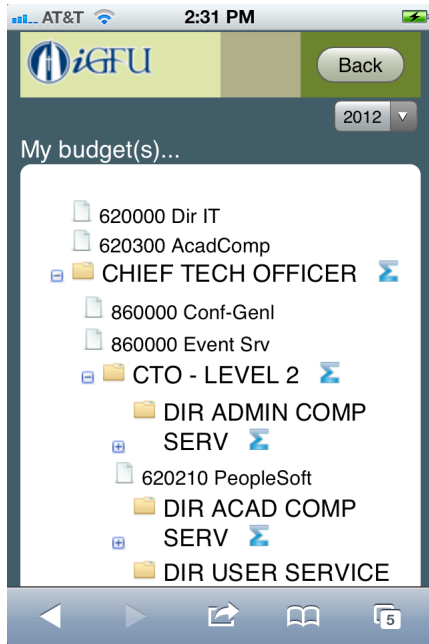


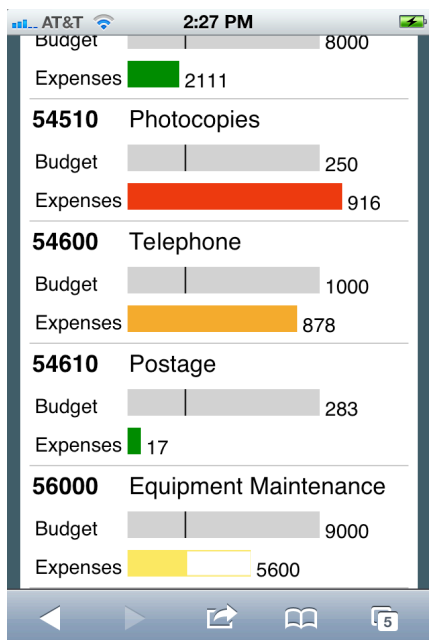
iGFU Budget View

There is now a budget monitoring tool available via our iGFU mobile portal, <https://igfu.georgefox.edu>, designed for smartphones, pads or computers. This module is accessed via the MyGFU option in iGFU, which requires you to login with your GFU Account. On the MyGFU screen you will see “View my budget(s)” if you have responsibility for a university budget.



Your budget screen (left) will display all of your budget accounts represented by a hierarchal layout of sub-accounts. If an account is listed by itself, that means you have sole access to that account. Grouping of cost centers by folders is organized by your departmental sub-account budget managers. Select the individual account for a budget report, or select the Summation sign to get a summary of all accounts under a specific grouping.

Once you select the Budget option it will take a few moments for the live data to load. Any year can be retrieved by selecting the year from the drop down box. The presentation of the Budget Report is based on overall Cost Center or a summary of centers. The summary data at the top is just that, what is your budget and how much have you spent so far this fiscal year. The line on the Budget bar represents spending so far for that fiscal year.



The report detail is laid out with a budget display for every account. The Budget bars show the fiscal year budget, and the Expenses bars show current expenditures. Note the colors on the Expense bars: red - over budget, green - below, yellow - caution, orange - over based on fiscal year trend. Blank bars to the right show encumbrances in process.

