

## **POWERPOINT LINKS – CLASS 1: MONTHLY FINANCIAL STATEMENTS**

### **Slide 3: Reminder...**

Campus Central Office Trainings:

[https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA\\_Training\\_FM-Training-Courses.pdf](https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA_Training_FM-Training-Courses.pdf)

### **Slide 7: Getting hip with the lingo, page 2**

1. (Jump Server) Application found on desktop: <https://uclahs.app.box.com/s/kv7qygfs17kx339e24vnc0qm016aaiyo>

2. Manual expense projections:

[https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA\\_Manual\\_Post-Award\\_Financial-Statement-Payroll-Projections.pdf](https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA_Manual_Post-Award_Financial-Statement-Payroll-Projections.pdf)

### **Slide 11: Timing Matters! Best Practices...**

Calendar of Dates: <https://it.ucla.edu/enterprise-data-and-analytics>

### **Slide 13: Timing Matters! Best Practices... page 3**

1. Bi-weekly paid staff: <https://ucla.app.box.com/s/lp2m6zqh6ls7i951p2ig1wtt6uo7mf6k>

2. DG Inform ledger close dates: <https://it.uclahealth.org/about/dgit/teams/data-operations>

### **Slide 15: Financial statements involves most, if not all of these steps:**

DOM Financial Statement Compliance Guidelines:

[https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA\\_Manual\\_Post-Award\\_Financial-Statement-Compliance-Review-Guidelines\\_1.pdf](https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA_Manual_Post-Award_Financial-Statement-Compliance-Review-Guidelines_1.pdf)

### **Slide 17: Which statements do I need to run?**

1. Review entire Dept CoA to capture/update any unassigned PIs:

[https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA\\_Manual\\_Post-Award\\_FPM-Designate-FM.pdf](https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA_Manual_Post-Award_FPM-Designate-FM.pdf)

2. How to add new Internal PIs: <https://uclahs.box.com/s/kwvb5it94bqm4xi0wj1n73b35h4ttl6>

3. Batch templates: <https://uclahs.box.com/s/434h0g54klg6fom9ccq95nrvu8m5xuri>

3. FAU is closed (Y/Ned):

[https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA\\_Manual\\_Post-Award\\_YN-Fund.pdf](https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA_Manual_Post-Award_YN-Fund.pdf)

### **Slide 20: How to run individual financial statements?**

1. How to run: [https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA\\_Manual\\_Post-Award\\_Financial-Statements.pdf](https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA_Manual_Post-Award_Financial-Statements.pdf)

2. Batch templates: <https://uclahs.box.com/s/434h0g54klg6fom9ccq95nrvu8m5xuri>

### **Slide 26: How to account for future expenses?**

Use FPM to manually add financial projections:

[https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA\\_Manual\\_Post-Award\\_Financial-Statement-Payroll-Projections.pdf](https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/DOMORA_Manual_Post-Award_Financial-Statement-Payroll-Projections.pdf)

**Slide 30: Big picture view is helpful!**

DG Inform: <https://powerbi.mednet.ucla.edu/pbireports/browse>

**Slide 32: I ran my statements... now what?**

Summary email:

[https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/\\_DOMORA\\_Manual\\_Post-Award\\_Financial-Statement-Sample-Email.pdf](https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/_DOMORA_Manual_Post-Award_Financial-Statement-Sample-Email.pdf)

**Slide 37: Other tools that can be used to run ad hoc reports, as needed!**

1. FM Post-Award Tools PowerPoint:

[https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/\\_DOMORA\\_Training\\_PPT\\_4-Post-Award-Tools.pdf](https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/_DOMORA_Training_PPT_4-Post-Award-Tools.pdf)

2. DG Inform: <https://powerbi.mednet.ucla.edu/pbireports/browse>

3. Campus' Online Financial System Reports (OFSR): <https://fswj.it.ucla.edu/menu/faces/main.xhtml>

4. Access Matrix:

[https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/\\_DOMORA\\_Manual\\_Access-Matrix\\_0.pdf](https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/_DOMORA_Manual_Access-Matrix_0.pdf)

**Slide 40: Google Survey Link**

Anonymous Google Survey Link: <http://goo.gl/forms/C3gdjsL5y1>