

# ACCESSING THE CDW UCPATH ODS FUNDING REPORT

Created June 27, 2019

**Step 1:** Logon to the Online Financial System Reports (<http://fsw.ais.ucla.edu/menu/>) then select **'UCLA Financial Web Reports (CDW)'**



**Step 2:** From the top menu select **'UCPath Reports,'** select from the left frame **'Supplemental Reports,'** and **'ODS Funding Report – Current and Future Funding'**

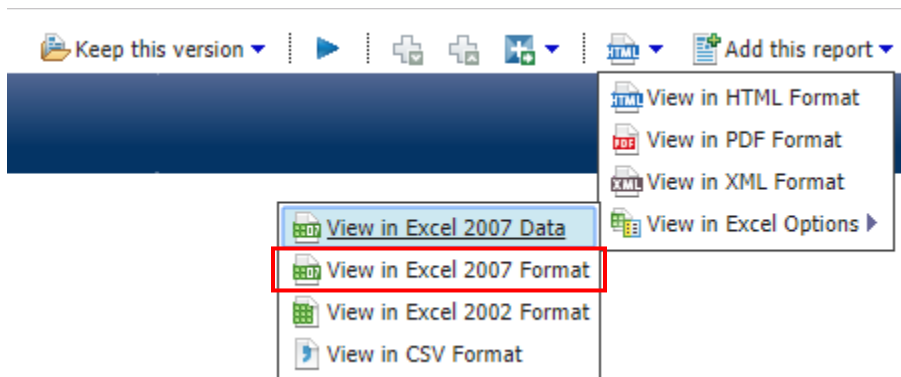


**Step 3:** Select the appropriate Department code and click on the '**Run Report**' button.

### ODS Funding Reporting - Current and Future Funding

Department		Employee	
-Select one of the following in the list-			
Business Unit	*	LACMP	▼
Department	*	-Select an item from this list-	▼
Account Number		<input type="text"/>	
Fund Code		<input type="text"/>	

**Step 4:** Export the report by selecting the HTML drop-down on the right top menu, followed by 'View in Excel Options' and 'View in Excel 2007 Format.'



If you are having access issues, please contact [DOM DSA](#).