Chart of Accounts
Valid Unit-Division-Organization Combinations and Cross Validation Rules

Cornerstone
Transforming the Way We Work at Rutgers
• All callers have been placed on mute.

• If you have a question, please send it via the chat function. We will monitor the chat throughout the meeting, and answer your questions during this session.

• We will have time for Q&As at the end of the meeting.

• A recording of the Webinar and a copy of this presentation will be posted on the University Controller’s Office website by the end of the week.
• Chart of Accounts Initiative Background
• Chart of Accounts Segment Review
• Valid Unit-Division-Organization Combinations
• Other Cross Validation Rules
Your Hosts for this Session

Ernie DiSandro
Director of Finance and Administrative Systems
University Controller’s Office

Susan Heleno
Manager, and Chart of Accounts Lead
University Controller’s Office
After working in COA for more than a year, and hearing about difficulties staff, faculty and central administration are experiencing with its use, we are developing ways to better serve the University through chart of accounts changes, improved controls and education, guidance, support and policies to ensure the best use of the COA.

OUR GOAL

Improve how we support our operations by making the chart of accounts simpler to use, ensuring the data are accurate and easily reportable across the University, and making certain that the project ledger interacts seamlessly with the general ledger.
• “Open” financial management system (Oracle) allows users to enter any chart string combinations they wanted to. Therefore, there are invalid combinations and accounting values throughout the University

• Chart of accounts design resulted in creation of chart segments and projects that are inconsistent with best practices

• Absence of documented accounting scenarios for standard accounting transactions and chart string usage

• Inconsistent and inappropriate use of the chart of accounts across the University

• Lack of clarity regarding how and when Project Portfolio Management ("Projects") should be used
• **May 7th** – Rules will be implemented in RU Marketplace and Peoplesoft to ensure only valid U-D-Os are used with *new* transactions.

• **May 7th (for RU Marketplace and PeopleSoft users)** – You MUST use a valid U-D-O; we will show you how to ensure the U-D-O you are using is valid

• **May 7th** – Cross validation rules (CVR) will be in Oracle for *monitoring only*. This will not prevent journal entries, project cost transactions, or expense reports from processing.

• **June 30th** – Monitoring and testing for all CVRs continues through this date. Monitoring reports (exception reporting) will identify chart string combinations in violation of any rules.

• **July 1st** – Users in *all* systems will be prevented from using invalid U-D-Os and invalid full chart string combinations. We will show you how to make sure you are using the chart of accounts under these new rules.

• **ALL USERS** – We recommend you start using valid full chart string combinations *now* so that you get accustomed to using them before July 1st
University Controller’s Office

https://uco.rutgers.edu
COA: Where to Find Updates and Resources

Chart of Accounts (COA) Initiative

After working within the chart of accounts for more than a year, and hearing about the difficulties that you are experiencing with its use, we are exploring ways to improve the chart and how it is used.

We recognize that there are process improvements that can make the chart more user-friendly and better serve the University. These include better controls and education, guidance, support, and policies to ensure best use of the chart of accounts.

The goal of this long-term initiative is to improve how we support your operations by making the chart of accounts easier to use, ensuring the data are accurate and easily reportable across the University, and making certain that the project ledger interacts seamlessly with the general ledger.

We know there will be many questions about this initiative, and we want your voice in this process. Please reach out to members of the: Advisory Group, or Chancellor and central unit representatives, or the Budget Office at budget@finance.rutgers.edu.

To learn more about this project, please refer to the updates from our offices, and the resources on this page.

- Webinars Registration Is Now Open (Apr. 23, 2018)
- Use of Valid U-D-Os in RU Marketplace (Apr. 18, 2018)
- System Changes and Controls for FY19 (Mar. 27, 2018)
- Verification of Project Accounting Setup (Feb. 22, 2018)
Chart of Accounts
Segment Review
# Chart of Accounts (COA) Structure

## 10-Segment Accounting String

<table>
<thead>
<tr>
<th>Unit</th>
<th>Division</th>
<th>Organization</th>
<th>Location</th>
<th>Fund Type</th>
<th>Business Line</th>
<th>Account</th>
<th>Activity</th>
<th>Intra-Unit</th>
<th>Future</th>
</tr>
</thead>
<tbody>
<tr>
<td>XXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXX</td>
<td>XXXX</td>
<td>XXXXXX</td>
<td>XXXX</td>
<td>XXX</td>
<td>XXXXX</td>
</tr>
<tr>
<td>(3)</td>
<td>(4)</td>
<td>(4)</td>
<td>(4)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(4)</td>
<td>(3)</td>
<td>(5)</td>
</tr>
</tbody>
</table>

(39) Total Segment Digits
The chart of accounts has a multi-dimensional structure, including multiple segments to capture different aspects of a transaction.

**Unit** (3 digits): Is the highest level of reporting and represents Schools, Institutions, Centers and Central. They are categorized by campus - New Brunswick, Newark, Camden, RBHS and Central.

**Division** (4 digits): Used to group Organizations

**Organization** (4 digits): A business area with dedicated people and space.

**Location** (4 digits): It is the area for which you are providing service, which could or could not be the physical geographic location of the people providing the service. It identifies the area where the revenue and/or costs were incurred including onsite, off-site, online and foreign locations.
The chart of accounts has a multi-dimensional structure, including multiple segments to capture different aspects of a transaction.

**Fund Type** (3 digits): Identifies the funding source used to acquire goods and services (Unrestricted, Restricted, Endowment, Plant, Loan, Auxiliary).

**Business Line** (4 digits): Identifies the specific line of business or functional expense category. There are ten functional expense categories – Instruction, Research, HealthCare, Public Service, Academic & School Support, Student Services, Scholarships, Operations & Maintenance, General Administration & Institutional Support and Auxiliary.

**Account** (5 digits): Identifies the nature of the transaction such as expense or revenue (Natural Account).

**Activity** (4 digits): Identifies total activity of high-level, interdisciplinary and strategic initiatives that span across multiple units.
Chart of Accounts
Valid Unit-Division-Organization Combinations
• Cross validation rules (CVR) control the combination of values you can create when selecting chart of account (COA) segment values.

• A cross validation rule defines whether a value of a particular COA segment can be combined with specific values of other COA segments.

• A CVR also helps and enforces how your accounting information is collected, categorized and stored for reporting purposes.

• On **May 7th**, PeopleSoft and RU Marketplace will require that all new ECIs and requisitions use a valid U-D-O.

• On **July 1st**, all systems will be updated to require that the full chart string combination adheres to the full list of cross validation rules including U-D-O combinations.
• The goal is to reduce U-D-O combinations to a more appropriate quantity, to reduce errors and reconciliations
  – 6,000 (approx.) current U-D-O combinations are active
  – 2,200 (approx.) valid U-D-O combinations were identified

• System controls will prevent:
  – Creation of new invalid U-D-O combinations
  – Stop use of invalid combinations already in the system

• Review valid and invalid U-D-O combinations and begin using only valid U-D-Os on all new transactions.

May 7th - all units will be required to use only valid U-D-O combinations for RU Marketplace and PeopleSoft. We recommend using only valid U-D-O combinations for all transactions in the general ledger, expense reports and Projects module.
What is the difference between a “valid” and “invalid” U-D-O?

Valid U-D-Os were identified by each unit’s Business Manager, Chancellor’s Office or Central Unit Representative, and validated by the University Controller’s Office and University Budget Office.

Where can I find the list of valid U-D-O combinations?

The list of valid U-D-Os is posted on the chart of accounts page, on the Controller’s website.

https://uco.rutgers.edu/chart-accounts-coa-initiative

When should I start using the valid U-D-O combinations?

You should begin to use the valid U-D-Os immediately. Use the valid U-D-O on new transactions: new expense reports, new employee charging instructions, new requisitions, current journals, etc.

If you believe a U-D-O combination is valid, but is not on the valid list, please reach out to your Unit’s Business Manager and then work through your Chancellor’s Office or Central Unit Representative.
## Chart of Accounts (COA) Structure

### 10-Segment Accounting String

<table>
<thead>
<tr>
<th>Unit</th>
<th>Division</th>
<th>Organization</th>
<th>Location</th>
<th>Fund Type</th>
<th>Business Line</th>
<th>Account</th>
<th>Activity</th>
<th>Intra-Unit</th>
<th>Future</th>
</tr>
</thead>
<tbody>
<tr>
<td>XXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXX</td>
<td>XXXX</td>
<td>XXXXXX</td>
<td>XXXX</td>
<td>XXX</td>
<td>XXXXX</td>
</tr>
<tr>
<td>(3)</td>
<td>(4)</td>
<td>(4)</td>
<td>(4)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(4)</td>
<td>(3)</td>
<td>(5)</td>
</tr>
</tbody>
</table>

(39) **Total Segment Digits**
Example 1 – U-D-O CVR violation

Journal via Spreadsheet

Click here for Error Message
Example 1 – U-D-O CVR violation

COA: Valid U-D-O Combinations

Journal via Spreadsheet

![Create Journal](image)

*Required **At least one is required

If any rows on the worksheet have an Insert failed status, none of the rows are loaded to GL interface table.

![Status Viewer](image)

Messages for this worksheet are listed below

- Submit failed
- There are no details available.

Messages for this table row are listed below

- CVR UDO - The Organization value used is not valid for Unit.Division 840.6435 (GL-180778217).oracle.apps.fnd.apprcore.messages.FndMessagesUtil$FndMapResourceBundle
Example 1 – U-D-O CVR violation

RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY

Valid UDO Combinations

As of April 20, 2018

<table>
<thead>
<tr>
<th>Campus</th>
<th>Unit</th>
<th>Division</th>
<th>Organization</th>
<th>UDO</th>
<th>UDO Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>1157</td>
<td>840.6435.1157</td>
<td>New Jersey Medical School NIMS_Pediatrics_Adolescent Medicine</td>
</tr>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>1458</td>
<td>840.6435.1458</td>
<td>New Jersey Medical School NIMS_Pediatrics_Autism Center</td>
</tr>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>2193</td>
<td>840.6435.2193</td>
<td>New Jersey Medical School NIMS_Pediatrics_Center for Immunity Inflammation</td>
</tr>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>4328</td>
<td>840.6435.4328</td>
<td>New Jersey Medical School NIMS_Pediatrics_Genomics Laboratory</td>
</tr>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>6883</td>
<td>840.6435.6883</td>
<td>New Jersey Medical School NIMS_Pediatrics_Pediatric Genetics</td>
</tr>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>6897</td>
<td>840.6435.6897</td>
<td>New Jersey Medical School NIMS_Pediatrics_Pediatric Infectious Disease</td>
</tr>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>6911</td>
<td>840.6435.6911</td>
<td>New Jersey Medical School NIMS_Pediatrics_Pediatric Nephrology</td>
</tr>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>6960</td>
<td>840.6435.6960</td>
<td>New Jersey Medical School NIMS_Pediatrics_Pediatrics</td>
</tr>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>6967</td>
<td>840.6435.6967</td>
<td>New Jersey Medical School NIMS_Pediatrics_Pediatrics Allergy &amp; Immunology</td>
</tr>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>7632</td>
<td>840.6435.7632</td>
<td>New Jersey Medical School NIMS_Pediatrics_Research &amp; Sponsored Programs</td>
</tr>
<tr>
<td>RBHS</td>
<td>840</td>
<td>6435</td>
<td>8423</td>
<td>840.6435.8423</td>
<td>New Jersey Medical School NIMS_Pediatrics_Supplemental Nutrition Assistance Program Education</td>
</tr>
</tbody>
</table>

840.6435.6876 does not appear on the valid UDO list.
Example 1 – U-D-O CVR violation

**Journal via Spreadsheet**

<table>
<thead>
<tr>
<th>Data Access Set</th>
<th><em>Group ID</em></th>
<th><em>Source</em></th>
<th><em>Category</em></th>
<th><em>Revision Period</em></th>
<th><em>Reversal Date</em></th>
<th><em>Reference Date</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>Rutgers Ledger</td>
<td>1559286</td>
<td>Spreadsheet</td>
<td>Adjustment</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Journal Lines**

<table>
<thead>
<tr>
<th>Changed</th>
<th>Row Status</th>
<th><em>Unit</em></th>
<th><em>Division</em></th>
<th><em>Organization</em></th>
<th><em>Location</em></th>
<th><em>Fund Type</em></th>
<th><em>Business Line</em></th>
<th><em>Account</em></th>
<th><em>Activity</em></th>
<th><em>Instr</em></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Row inserted successfully</td>
<td>40</td>
<td>6435</td>
<td>11157</td>
<td>3300</td>
<td>150</td>
<td>5445</td>
<td>42600</td>
<td>0000</td>
<td>000</td>
</tr>
</tbody>
</table>
Chart of Accounts
Cross Validation Rules
• The following slides illustrate how to build a valid full chart string combination that complies with the new cross-validation rules.

• We encourage users to start using the full chart string combinations now, but these rules go into effect on the following dates:
  - May 7th – Cross validation rules will be in “monitor mode” between May 7th and June 30th. Reports will be provided to show which transactions are in violation. This way we can all get accustomed to using the chart under the new rules.
  - July 1st – The new cross-validation rules will be in effect, and all users across all systems user must adhere to these rules.
• CVR file contains list of all new rules that will be implemented
• Each rule can be interpreted with the same logic as the example below

<table>
<thead>
<tr>
<th>Rule Name</th>
<th>Description</th>
<th>Error Message</th>
<th>If you use this Segment</th>
<th>Values</th>
<th>Then use this Segment</th>
<th>Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>CVR FT-BL 09</td>
<td>This rule enforces that Medical Contracts for the State of NJ Fund Types (145 &amp; 390) can only be used in combination with Healthcare &amp; Clinical Business Lines (3500-3999). Fund Types (145 &amp; 390) can only use Business Line (9999) when recording to Balance Sheet (Assets &amp; Liabilities) Accounts.</td>
<td>CVR FT-BL 09 - The Fund Type value used is not valid with this Business Line value</td>
<td>Fund Type</td>
<td>145,390</td>
<td>Business Line</td>
<td>3500-3999,9999</td>
</tr>
</tbody>
</table>

If you use Fund Types 145 or 390, you must use Business Lines 3500-3999, or 9999
If you use this value segment, then you must use this value segment:

<table>
<thead>
<tr>
<th>Value Segment</th>
<th>Current Number of Rules</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account</td>
<td>1</td>
</tr>
<tr>
<td>Business Line</td>
<td>2</td>
</tr>
<tr>
<td>Fund Type</td>
<td>21</td>
</tr>
<tr>
<td>Fund Type</td>
<td>10</td>
</tr>
<tr>
<td>Unit</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

- COA: Cross Validation Rules

- Current Number of Rules

- Unit
- Account
- Account
- Business Line
- Unit
- Business Line
• How do I know which chart string combination to use?

• Rules of the Road
  – The U-D-O you use must be on the valid U-D-O list.
  – Use the CVR list. The remaining segment values must comply with the cross-validation rules.
  – Build your valid chart string combination.

We will walk through an example of how to build a valid, complete chart string combination.
# Chart of Accounts (COA) Structure

## 10-Segment Accounting String

<table>
<thead>
<tr>
<th>Unit</th>
<th>Division</th>
<th>Organization</th>
<th>Location</th>
<th>Fund Type</th>
<th>Business Line</th>
<th>Account</th>
<th>Activity</th>
<th>Intra-Unit</th>
<th>Future</th>
</tr>
</thead>
<tbody>
<tr>
<td>XXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXX</td>
<td>XXXX</td>
<td>XXXXXX</td>
<td>XXXX</td>
<td>XXX</td>
<td>XXXXXX</td>
</tr>
<tr>
<td>(3)</td>
<td>(4)</td>
<td>(4)</td>
<td>(4)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(4)</td>
<td>(3)</td>
<td>(5)</td>
</tr>
</tbody>
</table>

(39) **Total Segment Digits**
Example 2 – CVR violation (CVR FT-Unit 03)

This combination is invalid CVR FT-Unit 03. The Fund Type value used is not valid with this Unit value (GL-1151993415).
**Example 2 – CVR violation (CVR FT-Unit 03)**

<table>
<thead>
<tr>
<th>Rule Name</th>
<th>Description</th>
<th>*Error Message</th>
<th>If you use this Segment</th>
<th>Values</th>
<th>Then use this Segment</th>
<th>Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>CVR FT-Unit 03</td>
<td>The rule enforces that Fund Types (230,300,350,750-899) can only be used in combination with Central Units (900-999).</td>
<td>CVR FT-Unit 03 - The Fund Type value used is not valid with this Unit value</td>
<td>Fund Type</td>
<td>230,300,350,750-899</td>
<td>Unit</td>
<td>900-999</td>
</tr>
</tbody>
</table>
Example 2 – CVR violation (CVR FT-Unit 03)
Example 2 – CVR violation (CVR FT-Unit 03)
Example 2 – CVR violation (CVR FT-Unit 03)

Manual Journal

Data Access Set: Rutgers Ledger

Edit Journal

Error

This combination is invalid: CVR FT-Unit 03. The Fund Type value used is not valid with this Unit value (GL-1151993415)


Journal Batch: Manual 2053192 26-AP

Account

Hide Segments

Unit 100 ▼ CMD Chancellor
Division 1510 ▼ University Controller
Organization 3103 ▼ Controller
Location 3300 ▼ Medical Science Building
Fund Type 750 ▼ Student Loan Federal
Business Line 1000 ▼ Instruction General
Account 41200 ▼ State Paid FB Educational & Genera
Activity 0000 ▼ None
IntraUnit 000 ▼ Unit Default
Future 00000 ▼ None

Search Reset OK Cancel

Currency USD ▼ US Dollar
### Example 2 – CVR violation (CVR FT-Unit 03)

**RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY**
**PROPOSED CROSS-VALIDATION RULES (CVR)**
**APRIL 10, 2018**

<table>
<thead>
<tr>
<th>Rule Name</th>
<th>Description</th>
<th>If you use this Segment</th>
<th>Values</th>
<th>Then use this Segment</th>
<th>Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>CVR FT-Unit 03</td>
<td>The rule enforces that Fund Types (230,300,350,750-899) can only be used in combination with Central Units (900-999).</td>
<td>Fund Type</td>
<td>230,300,350,750-899</td>
<td>Unit</td>
<td>900-999</td>
</tr>
</tbody>
</table>
Example 2 – CVR violation (CVR FT-Unit 03)
Example 2 – CVR violation (CVR FT-Unit 03)
# Chart of Accounts (COA) Structure

## 10-Segment Accounting String

<table>
<thead>
<tr>
<th>Unit</th>
<th>Division</th>
<th>Organization</th>
<th>Location</th>
<th>Fund Type</th>
<th>Business Line</th>
<th>Account</th>
<th>Activity</th>
<th>Intra-Unit</th>
<th>Future</th>
</tr>
</thead>
<tbody>
<tr>
<td>XXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXX</td>
<td>XXX</td>
<td>XXXX</td>
</tr>
<tr>
<td>(3)</td>
<td>(4)</td>
<td>(4)</td>
<td>(4)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(4)</td>
<td>(3)</td>
<td>(5)</td>
</tr>
</tbody>
</table>

(39) **Total Segment Digits**
Example 3 – CVR violation (CVR BL-Account 02)

Journal via Spreadsheet

Click here for Error Message
Example 3 – CVR violation (CVR BL-Account 02)
Example 3 – CVR violation (CVR BL-Account 02)

<table>
<thead>
<tr>
<th>Rule Name</th>
<th>Description</th>
<th>*Error Message</th>
<th>If you use this Segment</th>
<th>Values</th>
<th>Then use this Segment</th>
<th>Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>CVR BL-Account 02</td>
<td>This rule enforces that Default Business Lines (9991-9999) can only be used</td>
<td>CVR BL-Account 02 - The Business Line value used is not valid for this Account</td>
<td>Business Line</td>
<td>9991-9999</td>
<td>Account</td>
<td>10000-39999</td>
</tr>
</tbody>
</table>
Example 3 – CVR violation (CVR BL-Account 02)

Journal via Spreadsheet

![Oracle Create Journal](image_url)
# Chart of Accounts (COA) Structure

## 10-Segment Accounting String

<table>
<thead>
<tr>
<th>Unit</th>
<th>Division</th>
<th>Organization</th>
<th>Location</th>
<th>Fund Type</th>
<th>Business Line</th>
<th>Account</th>
<th>Activity</th>
<th>Intra-Unit</th>
<th>Future</th>
</tr>
</thead>
<tbody>
<tr>
<td>XXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXXX</td>
<td>XXX</td>
<td>XXXX</td>
<td>XXXXXX</td>
<td>XXXX</td>
<td>XXX</td>
<td>XXXXXX</td>
</tr>
<tr>
<td>(3)</td>
<td>(4)</td>
<td>(4)</td>
<td>(4)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(4)</td>
<td>(3)</td>
<td>(5)</td>
</tr>
</tbody>
</table>

(39) **Total Segment Digits**
Example 4 – CVR violation (CVR FT-BL 04)

Click here for Error Message
Example 4 – CVR violation (CVR FT-BL 04)

Project Revenue Journal

CVR FT-BL 04 - The Fund Type value used is not valid with this Business Line value (GL-355292985). oracle.apps.fnd.appcore.messages.FndMessagesUtil$FndMapResourceBundle
**Example 4 – CVR violation (CVR FT-BL 04)**

<table>
<thead>
<tr>
<th>Rule Name</th>
<th>Description</th>
<th>If you use this Segment</th>
<th>Values</th>
<th>Then use this Segment</th>
<th>Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>CVR FT-BL 04</td>
<td>This rule enforces that Plant Fund Fund Types (180, 510, 620 &amp; 900) can only be used in combination with certain Operation &amp; Maintenance Business Lines (7000-7999). Fund Types (180, 610, 620 &amp; 900) can only use Business Line (9999) when recording to Balance Sheet (Assets &amp; Liabilities) Accounts.</td>
<td>CVR FT-BL 04 - The Fund Type value used is not valid with this Business Line value</td>
<td>Fund Type</td>
<td>180, 610, 520, 900</td>
<td>Business Line</td>
</tr>
</tbody>
</table>
Example 4 – CVR violation (CVR FT-BL 04)

Project Revenue Journal

ORACLE Create Journal

* Required ** At least one is required

If any rows on the worksheet have an insert failed status, none of the rows are loaded to GL Interface table.

Journal Lines

<table>
<thead>
<tr>
<th>Changed</th>
<th>Row Status</th>
<th>*Unit</th>
<th>*Division</th>
<th>*Organiz</th>
<th>*Locatio</th>
<th>*Fund</th>
<th>*Busi</th>
<th>*Account</th>
<th>*Activity</th>
<th>*IntraU</th>
<th>Future</th>
<th>*Curre</th>
<th>**Enter</th>
<th>**Enter</th>
<th>Line Descriptive Flexfield Context</th>
<th>Line Descriptive Flexfield Values</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>900</td>
<td>1500</td>
<td>5491</td>
<td>0001</td>
<td>180</td>
<td></td>
<td>7816</td>
<td>42160</td>
<td>0000</td>
<td>0000</td>
<td>USD</td>
<td>1.00</td>
<td></td>
<td>RU Revenue Inter/CGB700181.700341.700</td>
<td></td>
</tr>
</tbody>
</table>
• Chart of Accounts Initiative Background
• Chart of Accounts Segment Review
• Valid Unit-Division-Organization Combinations
• Cross Validation Rules

You can access updates and resources on the University Controller’s website at
https://uco.rutgers.edu/chart-accounts-coa-initiative
Susan Heleno
helenosw@finance.rutgers.edu
(848) 445-8262

Mindy Rubin
mindy.rubin@finance.rutgers.edu
(848) 445-0318

Loretta Anderson
lorettaa@finance.rutgers.edu
(848) 445-2103

Chart of Accounts Help Desk
coa@finance.rutgers.edu
(848) 445-2100