# *Project Status Inquiry-Drilling to Details*

## Distribution

## Related Procedures

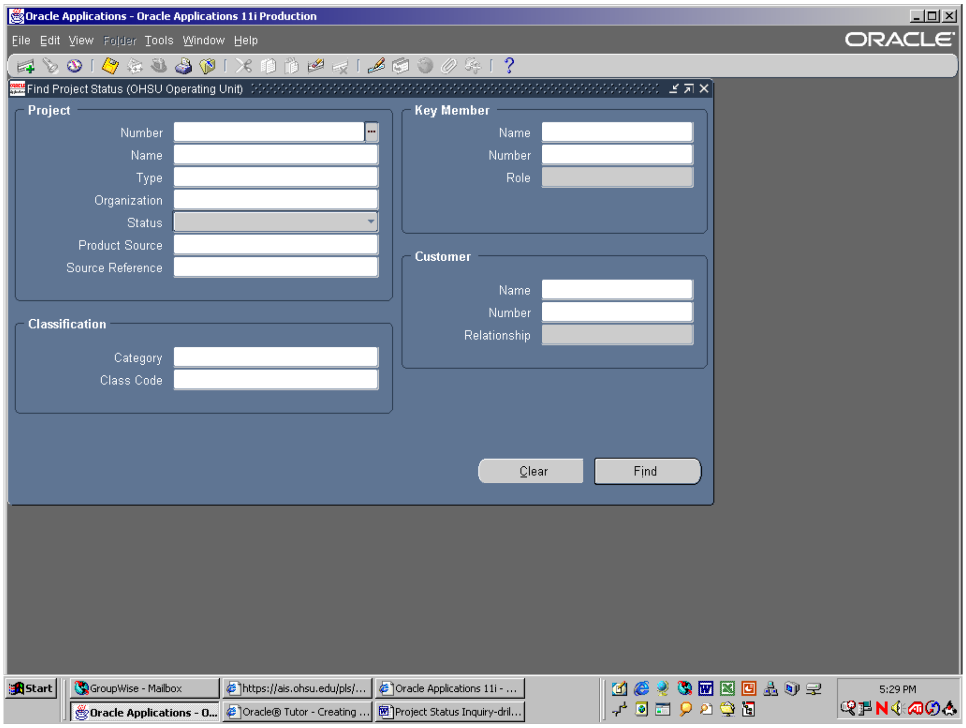
*Procedure Title [PRO#####]*

## Ownership

The SPA IS Manager is responsible for ensuring that this document is necessary, that it reflects actual practice, and that it supports corporate policy.

# *Project Status Inquiry-Drilling to Details*

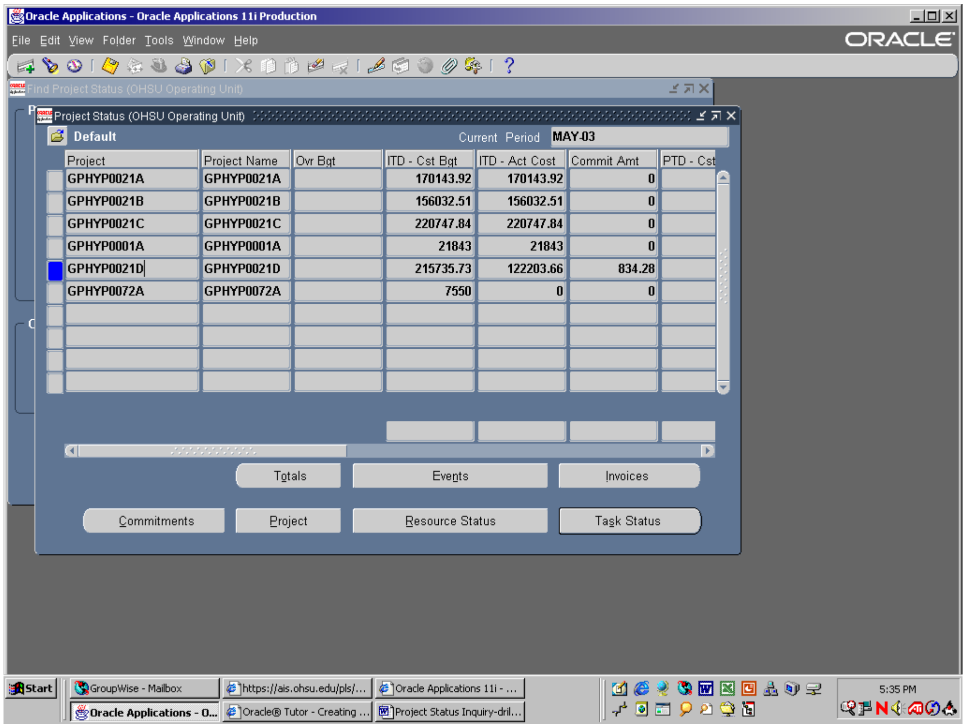
| |
|---|
| OGA Inquiry OHSU<br><br>Project Status →<br><br>Find Project Status |




1. Choose the OGA Inquiry OHSU responsibility

2. Select Project Status

3. Enter the project number to query for, or leave all fields blank and click find to show only the project you have a role on.



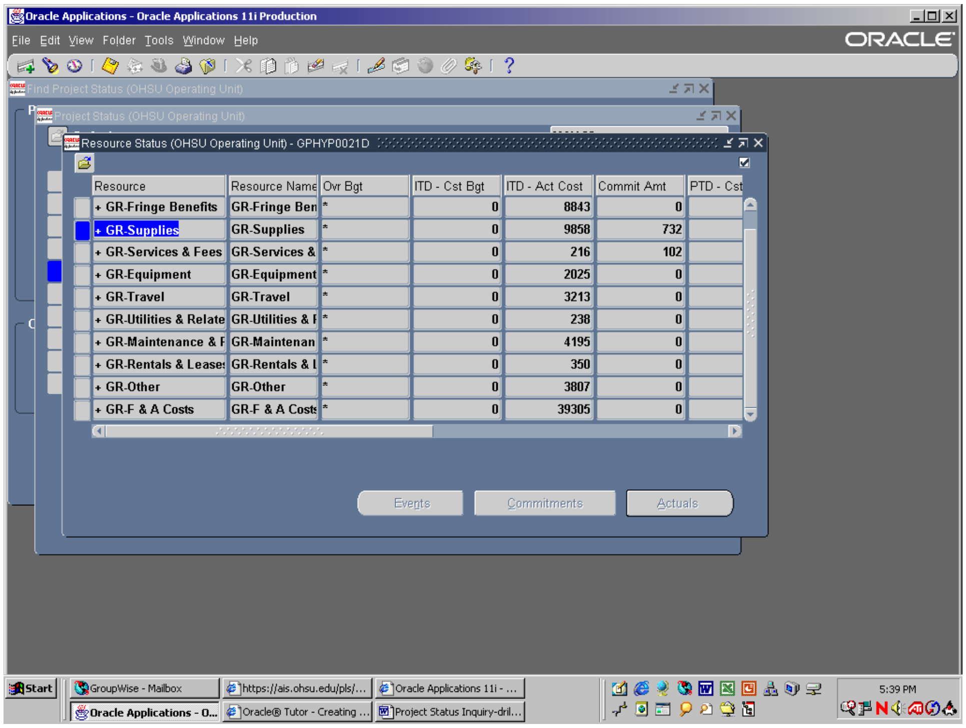
Project status and balances are displayed at high level with project totals. From this screen, drilldown to source transactions is possible.

4. Click on the line of the project to drilldown

5. Click the task status button

6. When the next screen opens, click on the resource status button

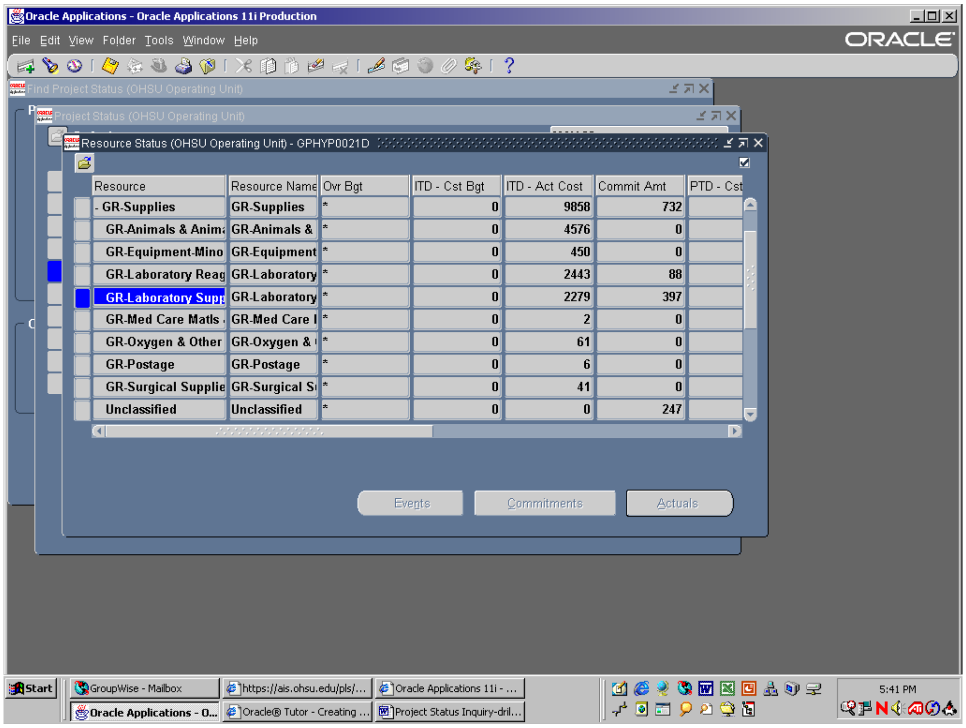
    **Before clicking resource status, make sure the cursor is on task 1 – it should be by default.**




7. Rolled up expenditure category screen with totals is displayed.

   *You cannot drilldown on the rolled up expenditure categories. The category must be opened to display the expenditure types, which can be drilled on.

8. Double click on the expenditure category to drill on. Double clicking opens the category to display the expenditure types under the category.

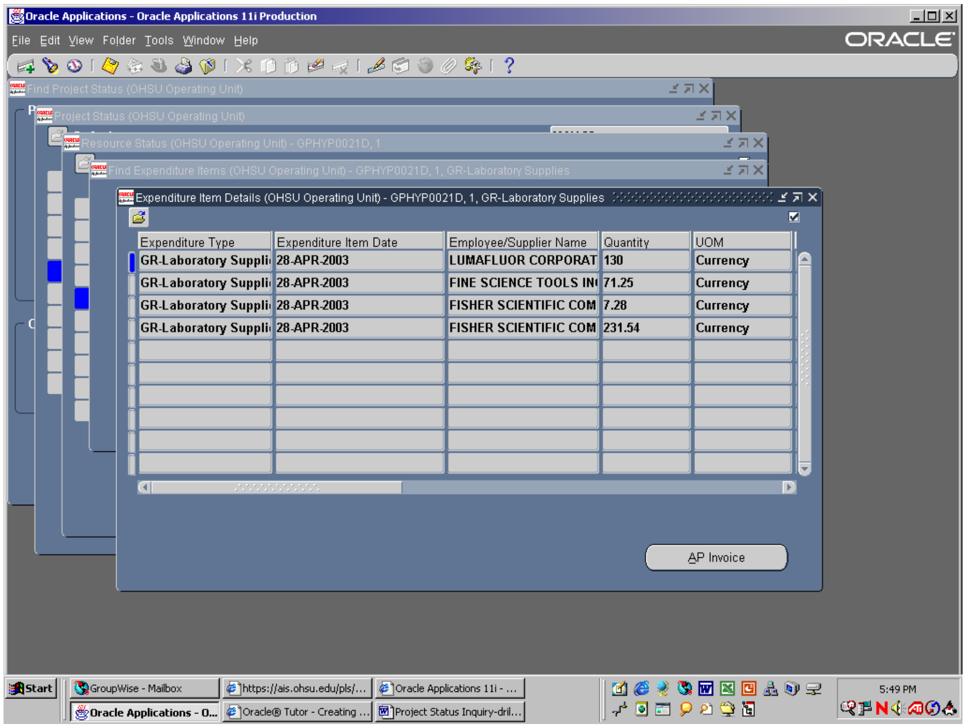



9. Click on the expenditure type to drill on.

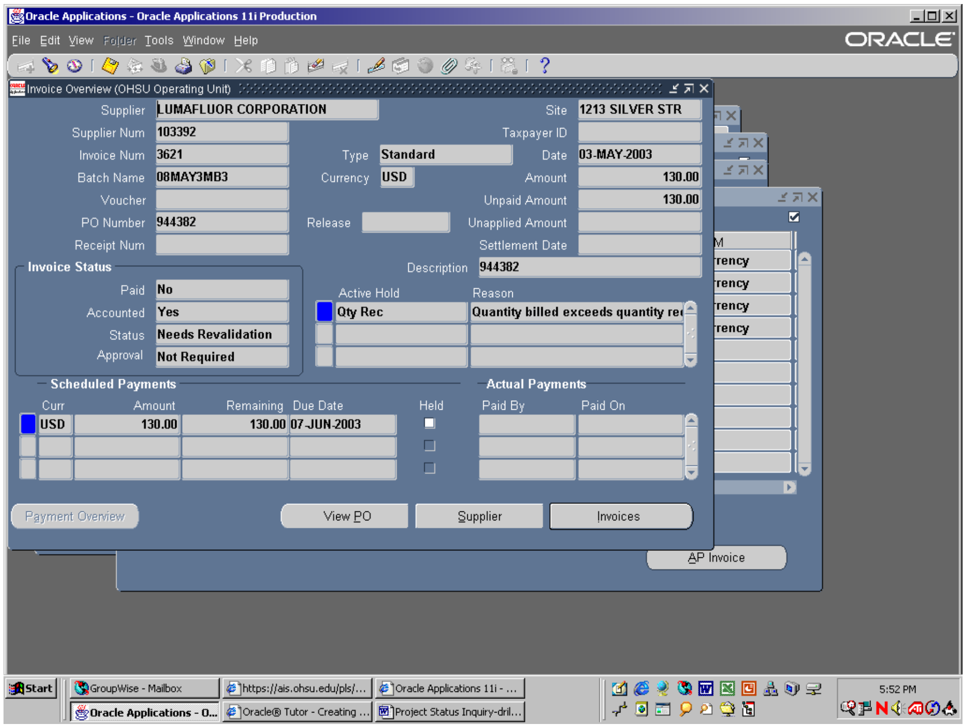
10. Click actuals to view actual expenses to the expenditure type.

**Note that the next screen that opens sets parameters to view the current period actuals only, but that the parameters can be changed to look at a wider range of dates.

11. Expenditure item details are displayed



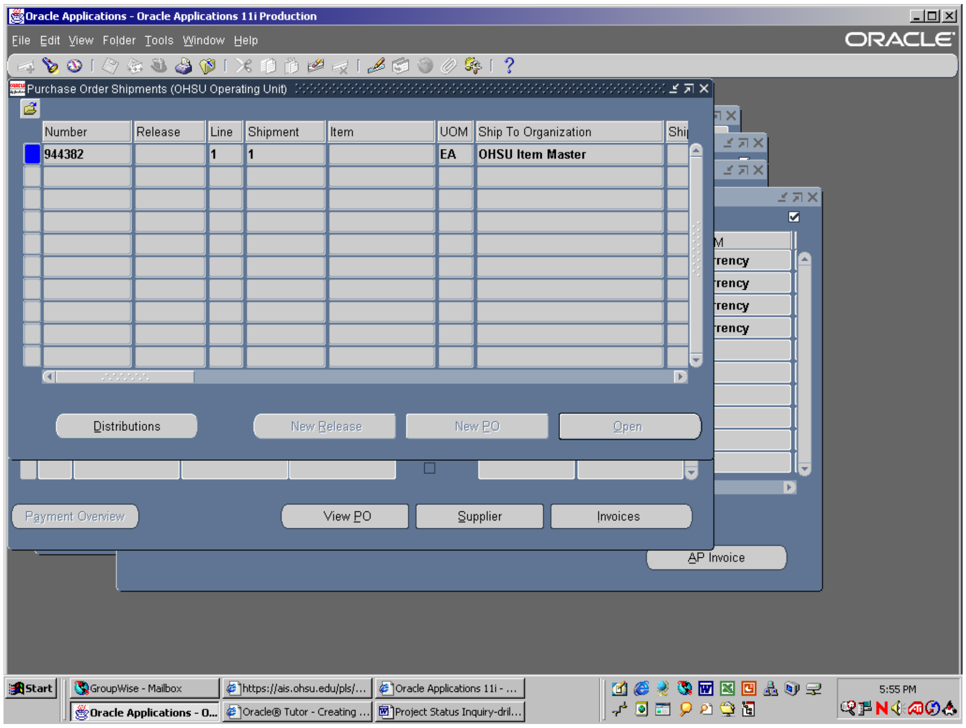
12. To drilldown further into the AP Invoice and PO information, select the line to drill on and click AP Invoice

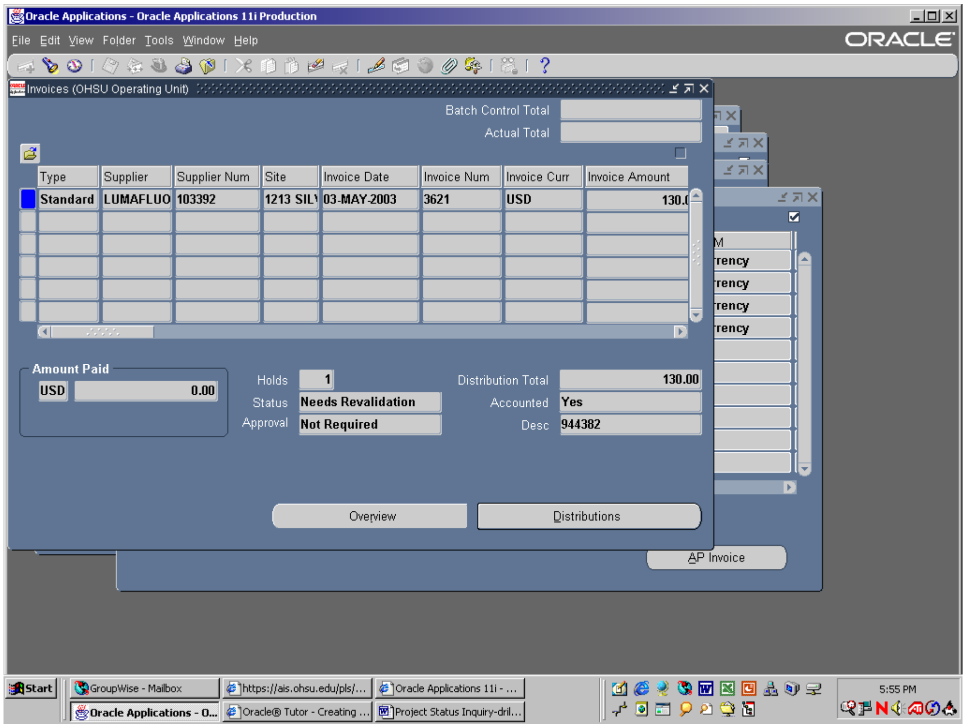


13. Invoice overview screen is displayed. View PO can be used to look at the PO shipments, and Invoices button can be used to view invoice information.

Once you have drilled into the AP or PO screens, the functionality is the same as when using AP or PO inquiry, as you have actually drilled into those modules. For more information on AP and PO inquiry see:

http://www.ohsu.edu/admin-asip/faq/creatingEditingReqs.html




Oracle Applications - Oracle Applications 11i Production
File Edit View Folder Tools Window Help
ORACLE
Invoices (OHSU Operating Unit)
Batch Control Total
Actual Total
Type
Supplier
Supplier Num
Site
Invoice Date
Invoice Num
Invoice Curr
Invoice Amount
Standard
LUMAFLUO
103392
1213 SIL
03-MAY-2003
3621
USD
Amount Paid
USD
0.00
Holds
1
Status
Needs Revalidation
Approval
Not Required
Distribution Total
130.00
Accounted
Yes
Desc
944382
Overview
Distributions
AP Invoice
Start
GroupWise - Mailbox
https://ais.ohsu.edu/pls/...
Oracle Applications 11i - ...
Oracle Applications - O...
Oracle® Tutor - Creating ...
Project Status Inquiry-dril...
5:55 PM