MSU Accounting 101

EBS Support Site: Specific Documents

**Accounting String Overview**
Describes the fields and layout of accounting strings.

**Location:** EBS Support Site > Finance > Accounts

**Budget Reallocation and Transfer of Funds E-Docs**
Guidelines for using the Budget Reallocation and Transfer of Funds documents.

**Location:** EBS Support Site > Finance > Processing Transactions > Budget Reallocation

**Finding Account Balances**
Helps users determine the report(s) and field(s) to use in determining their account balance.

**Location:** EBS Support Site > BI > BI Finance Reports

**From and To Lines on E-Docs**
Tips for using the From and To lines on documents to process debits and credits.

**Location:** EBS Support Site > Finance > Processing Transactions

**Fund Groups**
Maps legacy account ranges to current fund/sub-funds.

**Location:** EBS Support Site > Finance > Accounts

**General Error Correction**
Explains how use the General Error Correction e-doc.

**Location:** EBS Support Site > Finance > Processing Transactions > General Error Correction

**Object Code Hierarchy**
Explanation on Object Codes, Object Levels and Object Consolidation.

**Location:** EBS Support Site > Finance > Accounts
Operating Statement Overview
Describes how to run and read the Operating Statement (FIN049) in the Business Intelligence system

Location: EBS Support Site > BI > BI Finance Reports

Service Biller Information
Location of documentation for Service Billings (University Services, Telecom, Physical Plant, etc.).

Location: EBS Support Site > Finance > Processing Transactions

Controller’s Office Web Site

Account Review Checklist
Checklist to aid in monthly account review.

Location: Controller’s Office Site > New Financial System - Information and Documentation

DV Payment Reason Codes
Detailed listing of DV payment reason codes.

Location: Controller’s Office Site > Business Procedures > Section 75: Disbursement Vouchers

EBS Transactions
Transfer of Funds guide; Supporting Documentation in EBS; Closing Accounts; Account Review, and Account Review Checklist; Various Travel References

Location: Controller’s Office Site > New Financial System - Information and Documentation

Fiscal Misconduct Reporting Guidelines
Guidelines intended to help employees recognize fiscal misconduct, encourage employees to report known or suspected fiscal misconduct, and provide a coordinated approach for review and resolution of possible fiscal misconduct situations.

Location: Controller’s Office Site > Business Procedures > Fiscal Misconduct Guidelines and Reporting

Manual of Business Procedures
Provides information regarding proper University business procedures and fiscal oversight.
EBS Support Web Site: General Information

**Business Intelligence Finance Reports**
Support information and documentation related to finance BI reports. Information includes locating account balances and how to use various financial reports.

**Location:** EBS Support Site > BI > BI Finance Reports

**Finance**
Support information and documentation related to the Finance System. This link contains all of the information on Finance, broken down into several sub areas.

**Location:** EBS Support Site > Finance

**Finance Accounts**
Support information and documentation related to Accounts, Sub-Accounts, Object Codes, Sub-Object Codes, Project Codes and Org Ref IDs.

**Location:** EBS Support Site > Finance > Accounts

**Finance Processing Transactions**
Support information and documentation related to Financial Processing Transactions. The information is broken down by e-doc type.

**Location:** EBS Support Site > Finance > Processing Transactions