The purpose of this report is to give the Line and Staff Offices a resource for viewing detailed information on real-time budgetary transactions for a specific day that affect funds balances. It will be used primarily for year-end processing.

1.1 Selection Criteria

This report lists any transaction(s) (with the exception of labor transactions) that have occurred for the selected date range. The transactions will be grouped by Organization Code 1 and 2 [FMC] and they will be limited by the from/to dates and ACCS fields chosen on the parameter screen.

The selection is similar to the existing BE Query in the NOAA Data Warehouse and will display the item level information from the Item/MDL Screen.

The following is an example of the Quick Report Kick-Off Screen for the BE Daily Transactions Report.

![Quick Report Kick-Off Screen](image)

The Fund Code; Direct or Reimb; Org Code 1, 2; Program1, 2, 3, 4; Project; Task; Bureau Code; and Fiscal Year fields function just as they do within the BE Funds Balance Report.

The blank field next to the “Sort By (See LOV Below):” statement MUST be left BLANK. Do NOT populate this field.

The next field is the Sort By field. It designates how the report will be sorted. It can only be populated with ONE of the following selections:

- TRDT = Transaction Date
- PRG = Program Code
- PRJ = Project Code
- FC = Fund Code
- DCTY = Document Type
The last fields are the From Trans Date and To Trans Date Fields. The report can only be run for a maximum period of 7 days to limit the volume of transactions and to maintain the efficiency of running the report. If the user enters a period greater than 7 days, then the report will return an error message after it runs.

1.1 Report Mockups

The following provides an example of how the report might appear if sorted by TRDT (Transaction Date):

![Report Mockup Sorted by TRDT](image)

The following provides an example of how the report might appear if sorted by PRG (Program):

![Report Mockup Sorted by PRG](image)
The following provides an example of how the report might appear if sorted by PRJ (Project):

![Example of report sorted by PRJ](image)

The following provides an example of how the report might appear if sorted by FC (Fund Code):

![Example of report sorted by FC](image)