

Press **Enter**.

```
ENTER BUDGET AND FUND FOR RECORD RETRIEVAL
05/19/00          IBIS FINANCIAL MAINTENANCE SYSTEM          ICNA
09:07:19.3      Contract Information Inquiry                JWD1

      Acct#:      - - -      Contract Fund#:
      Agreement:      Prime#:
      Sponsor/Agency:      Document#:
      Fed Pass Thru#:      Agreement Period#:
      Pass Thru Code:      Pass Thru Agcy Name:
      Priority Rating:
      Contr Awd Amt:      Contract Begin: 00 / 00 / 0000
      Salary Cap Amt:      Contract End   : 00 / 00 / 0000
      Tot Pre-Awd Amt:      Contract Close: 00 / 00 / 0000
      Pre-Awd Begins: 00 / 00 / 0000

                               Source Codes:
                               Sponsor/Agency Cat:
      Contr Agmt Type:      Sponsor/Agency Code:
      Equip Own:      Cash Type:
      FACD Code:      Sub-Agency Code:

NEXT ACCT#:  1 - UP 100 10_ 05 / 19 / 2000
NEXT FUNCTION: _____ <MENU,KEYS,END>
```

1. At **Next Acct#**, enter the budget and fund you want to view.

Example:

Enter the budget and fund 4-28-54 UP 6521 as 04 028 54 UP 65210.

Press **Enter**.

05/19/00
09:11:22.3

IBIS FINANCIAL MAINTENANCE SYSTEM
Contract Information Inquiry

ICNA
JWD1

Acct#: 04-028-54 UP 65210 Contract Fund#: 65210
Agreement: DMR 91-10754 Prime#:
Sponsor/Agency: NATL SCI FDN Document#: 91-10754
Fed Pass Thru#:
Pass Thru Code: Pass Thru Agency Name:
Priority Rating: Agreement Period#:
Contr Awd Amt: 33000.00 Contract Begin: 04 / 01 / 1991
Salary Cap Amt: Contract End : 09 / 30 / 1992
Tot Pre-Awd Amt: Contract Close: 12 / 31 / 2099
Pre-Awd Begins: 00 / 00 / 0000

Source Codes:
Contr Agmt Type: GRANT Sponsor/Agency Cat: FED
Equip Own: NONE Sponsor/Agency Code: NSF
FACO Code: NONE Cash Type: LOC
Sub-Agency Code: NONE

NEXT ACCT#: 04 - 028 - 54 UP 65210_ 05 / 19 / 2000
NEXT FUNCTION: _____ (MENU,KEYS,END) |

The contract information that you requested will appear on the **Contract Information A Inquiry** screen.

Press **PF8** to go to **ICNB**.

Contract Information 'B' Inquiry Screen — (ICNB)

05/19/00
09:17:20.9

INTEGRATED BUSINESS INFORMATION SYSTEM

M1M1
JWD1

Any of the functions included in this system can be invoked by entering the corresponding function code on the command line next to 'NEXT FUNCTION:'. The following functions are available:

FUNCTION	DESCRIPTION	FUNCTION	DESCRIPTION
FORM	Help Selecting HRS Forms	M2PI	Property Inventory
M2AH	IBIS Adhoc Functions	M2PR	Purchasing System
M2AS	ERASY Elec. Appr. System	M2VA	Vendor System
M2BG	Budgeting System	BAMM	Budget Planning: BudAuto
M2FN	Financial System	M2IM	Inventory Management
M2FS	Facilities System	CODE	Codeset Maint. System
M2HR	Human Resources System	M2NC	Nat Conn. Applications
M2PA	Payroll System	M2PE	Pay & Effort Functions

NEXT FUNCTION: ICNB **1** **PREV MENU: NONE**
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
HELP MENU CMPS END KEYS PRNT .

1. At **Next Function**, type **ICNB** (or press **PF8** from **ICNA**).

Press **Enter**.

ENTER BUDGET AND FUND FOR RECORD RETRIEVAL

05/19/00
09:30:03.5

IBIS FINANCIAL MAINTENANCE SYSTEM
Contract Information Inquiry - B

ICNB
JWD1

Acct#: - - Contract Fund#:
Agreement: Prime#:
Sponsor/Agency: Document#:
Agreement Period#:
Project Title:

Invoice Exceptn:
Federal Forms: Minority Plan (Y/N):
Contr Pay Type: Closing Papers (Y/N):
Contract End: 00 / 00 / 0000 Matching Required (Y/N):
Deliver Notified (Y/N):

Deliverables: Fiscal Report: Invoice:
Estm Del Due: 00 / 00 / 0000 Freq: Freq:
Del Submit: 00 / 00 / 0000 Type: Type:
Month Due: Month Due:

NEXT ACCT#: **1** - **UP 100 10_ 05 / 19 / 2000**
NEXT FUNCTION: **(MENU,KEYS,END)**

1. At **Next Acct#**, enter the budget and fund you want to view.

Example:

Enter the budget and fund 4-28-54 UP 6521 as 04 028 54 UP 65210.

Press **Enter**.

```
05/19/00                                IBIS FINANCIAL MAINTENANCE SYSTEM                                ICNB
09:32:44.5                              Contract Information Inquiry - B                                JWD1

      Acct#: 04-028-54 UP 65210          Contract Fund#: 65210
      Agreement: DMR 91-10754           Prime#:
      Sponsor/Agency: NATL SCI FDN     Document#: 91-10754
                                         Agreement Period#:

      Project Title: NSF NEG PRESS

Invoice Exceptn:
Federal Forms:
Contr Pay Type: NONE
Contract End: 09 / 30 / 1992

Minority Plan (Y/N): N
Closing Papers (Y/N): N
Matching Required (Y/N): N
Deliver Notified (Y/N): N

Deliverables:          Fiscal Report:          Invoice:
Estm Del Due: 00 / 00 / 0000   Freq: NONE           Freq: NONE
Del Submit: 00 / 00 / 0000    Type: NONE           Type: NONE
                               Month Due: NONE       Month Due: NONE

NEXT ACCT#: 04 - 028 - 54 UP 65210_   05 / 19 / 2000
NEXT FUNCTION: _____ <MENU,KEYS,END>
```

The contract information that you requested will appear on the **Contract Information B Inquiry** screen.

Press **PF7** to go to **ICNA**.

Contract Tuition/Fringe Inquiry Screen — (IFRG)

05/19/00
09:40:32.8

INTEGRATED BUSINESS INFORMATION SYSTEM

M1M1
JWD1

Any of the functions included in this system can be invoked by entering the corresponding function code on the command line next to 'NEXT FUNCTION:'. The following functions are available:

FUNCTION	DESCRIPTION	FUNCTION	DESCRIPTION
FORM	Help Selecting HRS Forms	M2PI	Property Inventory
M2AH	IBIS Adhoc Functions	M2PR	Purchasing System
M2AS	EASY Elec. Appr. System	M2VA	Vendor System
M2BG	Budgeting System	BAMM	Budget Planning: BudAuto
M2FN	Financial System	M2IM	Inventory Management
M2FS	Facilities System	CODE	Codeset Maint. System
M2HR	Human Resources System	M2NC	Nat Conn. Applications
M2PA	Payroll System	M2PE	Pay & Effort Functions

NEXT FUNCTION: IFRG **1** **PREV MENU: NONE**
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
HELP MENU CMPS END KEYS PRNT .

1. At **Next Function**, type **IFRG**.

Press **Enter**.

ENTER BUDGET AND FUND FOR RECORD RETRIEVAL

05/19/00
09:47:56.1

IBIS FINANCIAL MAINTENANCE SYSTEM
Contract Tuition/Fringe Inquiry

IFRG
JWD1

Acct#: - - Contract Fund#:
Agreement: Prime#:
Sponsor/Agency: Agreement Period#:

Fringe Charged to another Acct (Y/N):
Fringe Acct#: - -

Fringe Code :
Fringe Rates:
Acad: N-Acad: Wage:
Grad: Stud:

Tuition Charged to another Acct (Y/N):
Tuition Acct#: - -

NEXT ACCT#: **1** - **UP 100 10_ 05 / 19 / 2000**
NEXT FUNCTION: _____ **<MENU,KEYS,END>**

1. At **Next Acct#**, enter the budget and fund you want to view.

Example:

Enter the budget and fund 4-28-54 UP 6521 as 04 028 54 UP 65210.

Press **Enter**.

```
05/19/00          IBIS FINANCIAL MAINTENANCE SYSTEM          IFRG
09:50:32.5       Contract Tuition/Fringe Inquiry          JWD1

      Acct#: 04-028-54 UP 65210          Contract Fund#: 65210
      Agreement: DMR 91-10754          Prime#:
      Sponsor/Agency: NATL SCI FDN          Agreement Period#:

Fringe Charged to another Acct (Y/N): N
                        Fringe Acct#: - -

Fringe Code : FIXED
Fringe Rates:
      Acad: 25.55      N-Acad: 25.55      Wage: 7.60
      Grad: 10.30      Stud:

Tuition Charged to another Acct (Y/N): N
                        Tuition Acct#: - -

NEXT ACCT#: 04 - 028 - 54 UP 65210_      05 / 19 / 2000
NEXT FUNCTION: _____ (MENU,KEYS,END)
```

The tuition/fringe information that you requested will appear on the **Contract Tuition/Fringe Inquiry** screen.

Update Fringe/Tuition Account Screen — (UFTA)

05/19/00
09:55:23.5

INTEGRATED BUSINESS INFORMATION SYSTEM

M1M1
JWD1

Any of the functions included in this system can be invoked by entering the corresponding function code on the command line next to 'NEXT FUNCTION:'. The following functions are available:

FUNCTION	DESCRIPTION	FUNCTION	DESCRIPTION
FORM	Help Selecting HRS Forms	M2PI	Property Inventory
M2AH	IBIS Adhoc Functions	M2PR	Purchasing System
M2AS	ERSY Elec. Appr. System	M2VA	Vendor System
M2BG	Budgeting System	BAMM	Budget Planning: BudAuto
M2FN	Financial System	M2IM	Inventory Management
M2FS	Facilities System	CODE	Codeset Maint. System
M2HR	Human Resources System	M2NC	Nat Conn. Applications
M2PA	Payroll System	M2PE	Pay & Effort Functions

NEXT FUNCTION: UFTA **1** **PREV MENU: NONE**
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
HELP MENU CMPS END KEYS PRNT . |

1. At **Next Function**, type **UFTA**.

Press **Enter**.

ENTER BUDGET AND FUND FOR RECORD RETRIEVAL

05/19/00
10:11:55.5

IBIS FINANCIAL MAINTENANCE SYSTEM
UPDATE FRINGE/TUITION ACCOUNT

UFTA
JWD1

Acct#: - - Contract Fund#:
Agreement: Prime#:
Sponsor/Agency: Agreement Period#:

Fringe Charged to another Acct (Y/N): _
Fringe Acct#: _ - _ - _ - _

Tuition Charged to another Acct (Y/N): _
Tuition Acct#: _ - _ - _ - _

NEXT ACCT#: **1** - **UP 100 10_ 05 / 19 / 2000**
NEXT FUNCTION: _____ **<MENU,KEYS,END>**

1. At **Next Acct#**, enter the budget and fund you want to update.

Example:

Enter the budget and fund 4-28-54 UP 6521 as 04 028 54 UP 65210.

Press **Enter** to pull up the budget and fund entered.

```
ENTER BUDGET AND FUND FOR RECORD RETRIEVAL
05/19/00          IBIS FINANCIAL MAINTENANCE SYSTEM          UFTA
10:23:13.0      UPDATE FRINGE/TUITION ACCOUNT              JWD1

      Acct#: 04-028-54 UP 65210          Contract Fund#: 65210
      Agreement: DMR 91-10754          Prime#:
      Sponsor/Agency: NATL SCI FDN          Agreement Period#:

2 Fringe Charged to another Acct (Y/N): N
      3 Fringe Acct#:  _ -  _ -  _ -  _ -

4 Tuition Charged to another Acct (Y/N): N
      5 Tuition Acct#:  _ -  _ -  _ -  _ -

      NEXT ACCT#: 04 - 028 - 54 UP 65210_    05 / 19 / 2000
NEXT FUNCTION: _____ <MENU,KEYS,END>
```

2. At **Fringe Charged to another Acct**, update the information if it is different than the current information.
3. At **Fringe Acct #**, update the information if it is different than the current information.
4. At **Tuition Charged to another Acct**, update the information if it is different than the current information.
5. At **Tuition Acct #**, update the information if it is different than the current information.

Press **Enter** to update the **Fringe/Tuition Account**.

05/19/00
10:31:38.0

INTEGRATED BUSINESS INFORMATION SYSTEM

M1M1
JWD1

Any of the functions included in this system can be invoked by entering the corresponding function code on the command line next to 'NEXT FUNCTION:'. The following functions are available:

FUNCTION	DESCRIPTION	FUNCTION	DESCRIPTION
FORM	Help Selecting HRS Forms	M2PI	Property Inventory
M2AH	IBIS Adhoc Functions	M2PR	Purchasing System
M2AS	EASY Elec. Appr. System	M2VA	Vendor System
M2BG	Budgeting System	BAMM	Budget Planning: BudAuto
M2FN	Financial System	M2IM	Inventory Management
M2FS	Facilities System	CODE	Codeset Maint. System
M2HR	Human Resources System	M2NC	Nat Conn. Applications
M2PA	Payroll System	M2PE	Pay & Effort Functions

NEXT FUNCTION: IPRJ **1** **PREV MENU: NONE**
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
HELP MENU CMPS END KEYS PRINT .

1. At Next Function, type IPRJ.

Press Enter.

ENTER BUDGET AND FUND FOR RECORD RETRIEVAL

05/19/00
10:34:17.1

IBIS FINANCIAL MAINTENANCE SYSTEM
Project Information Inquiry

IPRJ
JWD1

Acct#: - - Contract Fund#:
Agreement: Prime#:
Sponsor/Agency: Agreement Period#:

Begin: 00 / 00 / 0000 End: 00 / 00 / 0000 Closed: 00 / 00 / 0000
Proj Est Amt: Proj Recd TD:
Title:

	LAST NAME	FI MI	SSN	ACCESS ID PI	FINAN. ACCESS
coor:		/			
inve:		/			
		/			
		/			
		/			
		/			
		/			
		/			
		/			
		/			

NEXT ACCT#: **1** - **UP 100 10** **05 / 19 / 2000**
NEXT FUNCTION: _____ **<MENU,KEYS,END>**

05/19/00
11:14:43.9

INTEGRATED BUSINESS INFORMATION SYSTEM

M1M1
JWD1

Any of the functions included in this system can be invoked by entering the corresponding function code on the command line next to 'NEXT FUNCTION:'. The following functions are available:

FUNCTION	DESCRIPTION	FUNCTION	DESCRIPTION
FORM	Help Selecting HRS Forms	M2PI	Property Inventory
M2AH	IBIS Adhoc Functions	M2PR	Purchasing System
M2AS	EASY Elec. Appr. System	M2VA	Vendor System
M2BG	Budgeting System	BAMM	Budget Planning: BudAuto
M2FN	Financial System	M2IM	Inventory Management
M2FS	Facilities System	CODE	Codeset Maint. System
M2HR	Human Resources System	M2NC	Nat Conn. Applications
M2PA	Payroll System	M2PE	Pay & Effort Functions

NEXT FUNCTION: IBIL **1** **PREV MENU: NONE**
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
HELP MENU CMPS END KEYS PRNT .

1. At **Next Function**, type **IBIL**.

Press **Enter**.

ENTER BUDGET AND FUND FOR RECORD RETRIEVAL

05/19/00
11:16:42.8

IBIS FINANCIAL MAINTENANCE SYSTEM
Contract Billing Inquiry

IBIL
JWD1

Acct#: - - Contract Fund#:
Agreement: Prime#:
Sponsor/Agency: Agreement Period#:
Billing (Line 1):
Address (Line 2):
(Line 3):
(Line 4):
(Line 5):
(Line 6):
(Line 7):
(Line 8):
City: State:
Zip: - Country:
Contact Person: Phone: - -
Elec-Mail ID: Fax: - -
Accountant ID:

NEXT ACCT#: **1** - **UP 100 10_ 05 / 19 / 2000**
NEXT FUNCTION: _____ **<MENU,KEYS,END>**

1. At **Next Acct#**, enter the budget and fund you want to view.

Example:

Enter the budget and fund 4-28-54 UP 6521 as 04 028 54 UP 65210.

Press **Enter**.

```
05/19/00          IBIS FINANCIAL MAINTENANCE SYSTEM          IBIL
11:19:56.0      Contract Billing Inquiry ←                 JWD1

      Acct#: 04-028-54 UP 65210          Contract Fund#: 65210
      Agreement: DMR 91-10754           Prime#:
      Sponsor/Agency: NATL SCI FDN     Agreement Period#:

Billing (Line 1):
Address (Line 2):
      (Line 3):
      (Line 4):
      (Line 5):
      (Line 6):
      (Line 7):
      (Line 8):
      City:
      Zip: -
Contact Person:
      Elec-Mail ID:
      Accountant ID:

      State:
      Country:
      Phone: - -
      Fax: - -

NEXT ACCT#: 04 - 028 - 54 UP 65210_ 05 / 19 / 2000
NEXT FUNCTION: _____ (MENU, KEYS, END)
```

The billing information that you requested will appear on the **Contract Billing Inquiry** screen.

Contract Payor Inquiry Screen — (IPYR)

05/19/00
11:23:31.1

INTEGRATED BUSINESS INFORMATION SYSTEM

M1M1
JWD1

Any of the functions included in this system can be invoked by entering the corresponding function code on the command line next to 'NEXT FUNCTION:'. The following functions are available:

FUNCTION	DESCRIPTION	FUNCTION	DESCRIPTION
FORM	Help Selecting HRS Forms	M2PI	Property Inventory
M2AH	IBIS Adhoc Functions	M2PR	Purchasing System
M2AS	EASY Elec. Appr. System	M2VA	Vendor System
M2BG	Budgeting System	BAMM	Budget Planning: BudAuto
M2FN	Financial System	M2IM	Inventory Management
M2FS	Facilities System	CODE	Codeset Maint. System
M2HR	Human Resources System	M2NC	Nat Conn. Applications
M2PA	Payroll System	M2PE	Pay & Effort Functions

NEXT FUNCTION: IPYR **PREV MENU: NONE**
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
HELP MENU CMPS END KEYS PRINT .

1. At **Next Function**, type **IPYR**.

Press **Enter**.

ENTER BUDGET AND FUND FOR RECORD RETRIEVAL

05/19/00
11:25:37.6

IBIS FINANCIAL MAINTENANCE SYSTEM
Contract Payor Inquiry

IPYR
JWD1

Acct#: - - Contract Fund#:
Agreement: Prime#:
Sponsor/Agency: Agreement Period#:
Payor (Line 1):
Address (Line 2):
(Line 3):
(Line 4):
(Line 5):
(Line 6):
(Line 7):
(Line 8):
City: State:
Zip: - Country:
Contact Person:
Phone: - - FAX: - -
Elec-mail ID:

NEXT ACCT#: **1** - **UP 100 10_ 05 / 19 / 2000**
NEXT FUNCTION: **(MENU,KEYS,END)**

1. At **Next Acct#**, enter the budget and fund you want to view.

Example:

Enter the budget and fund 4-28-54 UP 6521 as 04 028 54 UP 65210.

Press **Enter**.

```
05/19/00          IBIS FINANCIAL MAINTENANCE SYSTEM          IPYR
11:28:01.9      Contract Payor Inquiry ←                    JWD1

      Acct#: 04-028-54 UP 65210          Contract Fund#: 65210
      Agreement: DMR 91-10754          Prime#:
      Sponsor/Agency: NATL SCI FDN     Agreement Period#:

Payor (Line 1):
Address (Line 2):
      (Line 3):
      (Line 4):
      (Line 5):
      (Line 6):
      (Line 7):
      (Line 8):
      City:                               State:
      Zip: -                               Country:
Contact Person:
      Phone: - -                           FAX: - -
      Elec-mail ID:

NEXT ACCT#: 04 - 028 - 54 UP 65210_ 05 / 19 / 2000
NEXT FUNCTION: _____ (MENU,KEYS,END)
```

The payor information that you requested will appear on the **Contract Payor Inquiry** screen.

Subcontract Inquiry Screen — (ISUB)

05/19/00
14:37:34.2

INTEGRATED BUSINESS INFORMATION SYSTEM

M1M1
JWD1

Any of the functions included in this system can be invoked by entering the corresponding function code on the command line next to 'NEXT FUNCTION:'. The following functions are available:

FUNCTION	DESCRIPTION	FUNCTION	DESCRIPTION
FORM	Help Selecting HRS Forms	M2PI	Property Inventory
M2AH	IBIS Adhoc Functions	M2PR	Purchasing System
M2AS	EASY Elec. Appr. System	M2VA	Vendor System
M2BG	Budgeting System	BAMM	Budget Planning: BudAuto
M2FN	Financial System	M2IM	Inventory Management
M2FS	Facilities System	CODE	Codeset Maint. System
M2HR	Human Resources System	M2NC	Nat Conn. Applications
M2PA	Payroll System	M2PE	Pay & Effort Functions

NEXT FUNCTION: ISUB **1** **PREV MENU: NONE**
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
HELP MENU CMPS END KEYS PRNT . |

1. At **Next Function**, type **ISUB**.

Press **Enter**.

ENTER BUDGET AND FUND FOR RECORD RETRIEVAL

05/19/00
14:39:54.8

IBIS FINANCIAL MAINTENANCE SYSTEM
SubContract Information Inquiry

ISUB
JWD1

Acct#: - - Contract Fund#:
Agreement: Prime#:
Sponsor/Agency: Document#:
Agreement Period#:
Contractor Sub- Prime SPC0 Contractor Sub- Prime SPC0
Contractor Contractor Agmt Code Contractor Contractor Agmt Code

NEXT ACCT#: **1** **UP 100 10_ 05 / 19 / 2000**
NEXT FUNCTION: **(MENU,KEYS,END)**

1. At **Next Acct#**, enter the budget and fund you want to view.

Example:

Enter the budget and fund 4-28-54 UP 6521 as 04 028 54 UP 65210.

Press **Enter**.

```
05/19/00          IBIS FINANCIAL MAINTENANCE SYSTEM          ISUB
14:43:37.9      SubContract Information Inquiry          JWD1

  Acct#: 04 - 028 - 54 UP 65210      Contract Fund#: 65210
  Agreement: DMR 91-10754             Prime#:
Sponsor/Agency: NATL SCI FDN         Document#: 91-10754
                                     Agreement Period#:
Contractor      Sub-      Prime      SPCO      Contractor      Sub-      Prime      SPCO
Contractor      Contractor  Agmt      Code      Contractor      Contractor  Agmt      Code

NEXT ACCT#: 04 - 028 - 54 UP 65210_    05 / 19 / 2000
NEXT FUNCTION: _____ (MENU,KEYS,END)
```

The subcontract information that you requested will appear on the **Subcontract Inquiry** screen.

Update Deliverable and Project Investigator Screen — (UDPI)

05/19/00
14:48:58.7

INTEGRATED BUSINESS INFORMATION SYSTEM

M1M1
JWD1

Any of the functions included in this system can be invoked by entering the corresponding function code on the command line next to 'NEXT FUNCTION:'. The following functions are available:

FUNCTION	DESCRIPTION	FUNCTION	DESCRIPTION
FORM	Help Selecting HRS Forms	M2PI	Property Inventory
M2AH	IBIS Adhoc Functions	M2PR	Purchasing System
M2AS	EASY Elec. Appr. System	M2VA	Vendor System
M2BG	Budgeting System	BAMM	Budget Planning: BudAuto
M2FN	Financial System	M2IM	Inventory Management
M2FS	Facilities System	CODE	Codeset Maint. System
M2HR	Human Resources System	M2NC	Nat Conn. Applications
M2PA	Payroll System	M2PE	Pay & Effort Functions

NEXT FUNCTION: UDPI **PREV MENU:** NONE
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
HELP MENU CMPS END KEYS PRNT .

1. At **Next Function**, type **UDPI**.

Press **Enter**.

ENTER BUDGET AND FUND FOR RECORD RETRIEVAL

05/19/00
15:16:38.9

IBIS FINANCIAL MAINTENANCE SYSTEM
Update Deliverable and Project Investigator

UDPI
JWD1

Acct#: - - Contract Fund#:
Agreement: Prime#:
Sponsor/Agency: Agreement Period#:
Est Del Due Date: 00 / 00 / 0000 Deliver Sub Date: 00 / 00 / 0000

	LAST NAME	FI MI	SSN	ACCESS ID PI	FINAN. ACCESS
CORR:	_____	, - -	_____	_____	- -
INUS:	_____	, - -	_____	_____	- -
	_____	, - -	_____	_____	- -
	_____	, - -	_____	_____	- -
	_____	, - -	_____	_____	- -
	_____	, - -	_____	_____	- -
	_____	, - -	_____	_____	- -
	_____	, - -	_____	_____	- -
	_____	, - -	_____	_____	- -

NEXT ACCT#: 1 - UP 100 10 05 / 19 / 2000
NEXT FUNCTION: _____ (MENU, KEYS, END)

1. At **Next Acct#**, enter the budget and fund you want to update.

Example:

Enter the budget and fund 4-28-54 UP 6521 as 04 028 54 UP 65210.

> Note:

This information should be updated by the department.

Press **Enter**.

```
ENTER BUDGET AND FUND FOR RECORD RETRIEVAL
05/19/00          I B I S  F I N A N C I A L  M A I N T E N A N C E  S Y S T E M          UDP1
15:19:33.2      Update Deliverable and Project Investigator          JWD1

      Acct#: 04-028-54 UP 65210          Contract Fund#: 65210
      Agreement: DMR 91-10754          Prime#:
      Sponsor/Agency: NATL SCI FDN          Agreement Period#:

Est Del Due Date: 00 1 00 / 0000          Deliver Sub Date: 00 / 2 / 0000

CORR: _____, - - 000 00 0000          5  N  N
INVS: _____, - - 000 00 0000          _____ 4  N
_____, - - 000 00 0000          _____  N
_____, - - 000 00 0000          _____  N
_____, - - 000 00 0000          _____  N
_____, - - 000 00 0000          _____  N
_____, - - 000 00 0000          _____  N
_____, - - 000 00 0000          _____  N
_____, - - 000 00 0000          _____  N

NEXT ACCT#: 04 - 028 - 54 UP 65210_    05 / 19 / 2000
NEXT FUNCTION: _____ (MENU,KEYS,END)
```

1. At **Est Del Due Date**, enter the new estimated date the first deliverable is due, if it is different than the current information.
2. At **Deliver Sub Date**, enter the delivery submit date when you have submitted the technical report.
3. At **Project Corr**, enter the social security number of new project correspondent, if it is different than the current information.
4. At **P.I.**, indicate whether the project correspondent is also a project investigator, if it is different than the current information.
5. At **Finan. Access**, indicate whether the project correspondent and/or the project investigators should (Y) or should not (N) be given security access to the account

and its cost centers (if applicable) on Web FIT.

6. At **Projec Invs**, enter the social security number(s) of the project investigator(s), if it different than the current information.

Press **Enter** to update the **Deliverable and Project Investigator** screen.

Additional AURA Documentation

- Introduction to the AURA Form
- Locating the Financial Accounting Maintenance System
- Use of the AURA Form without a Clone
- Use of the AURA Form with a Clone
- Accounts and Fund System Screens
- Agency/Subagency System Screens

Last Revised: 10/27/2003