Projection Reporting

Projection reporting can assist you with forecasting analysis. By using the view of Monthly Trend and selecting the option to include projections, the report will generate with last year’s actuals for the periods after the selected Fiscal Period to provide you with a projected amount for the current fiscal year.

Follow the steps below to view this report:

1. From the Operating Statement menu select the desired report option of either Summary by Hierarchy, Summary by FOAPAL or Summary by Account Detail then choose Monthly Trend.

2. On the Filter Options tab:
   a. Enter the Fund and Org you want to view or, enter the Org and an account range to get full view of the Faculty or Unit.
   b. In the Report Option filter select Actuals+Projection.

   Note: The Actuals option will show you current fiscal year only and future months will show zero dollar amounts.

3. Click Execute Report to run the report.

The projected months of the current Fiscal Year will be populated with last year’s actuals. Projected periods are highlighted in yellow.

Note: You can generate the projection report using the Summary by Account Detail report however the projected months will not be highlighted. This is required to ensure the drill down options within the report continue to work.

Customer Support: 480-1001 • aurora_finance@umanitoba.ca | u Manitobac.ca/computing/renewal/aurora/finance
Additional columns on the report to assist in the forecasting process include:

<table>
<thead>
<tr>
<th>Projected Year Total</th>
<th>Year Actuals+Commits</th>
<th>YTD Budget</th>
<th>Variance</th>
<th>Annual Base Budget</th>
<th>Annual Fiscal Budget</th>
<th>Projected Base Variance</th>
<th>Projected Fiscal Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>-6,442,262.57</td>
<td>-2,464,515.96</td>
<td>8,187,714.00</td>
<td>5,783,198.04</td>
<td>8,158,129.00</td>
<td>8,187,714.00</td>
<td>14,600,351.57</td>
<td>14,629,976.57</td>
</tr>
<tr>
<td>44,209.81</td>
<td>171,140.88</td>
<td>275,001.00</td>
<td>171,141.88</td>
<td>278,999.00</td>
<td>279,001.00</td>
<td>234,789.19</td>
<td>234,791.19</td>
</tr>
<tr>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>86,407.00</td>
<td>86,407.00</td>
</tr>
<tr>
<td>-6,484,458.76</td>
<td>-2,233,375.08</td>
<td>8,466,715.00</td>
<td>5,954,339.92</td>
<td>8,437,128.00</td>
<td>8,466,715.00</td>
<td>14,921,587.76</td>
<td>14,951,174.76</td>
</tr>
</tbody>
</table>

- **Projected Year Total** = current FY actuals + projected amounts
- **YTD Actuals+Commitments** = current FY actuals + all outstanding commitments
- **Projected Base Variance** = anticipated variance from base budget (+ or -) with projected amounts
- **Projected Fiscal Variance** = anticipated variance from fiscal budget (+ or -) with projected amounts

*These columns show on both the Actuals and the Actuals+Projection report options however displayed amounts can be different based on the report option selection due to the inclusion of the projected amounts in the calculations.*