
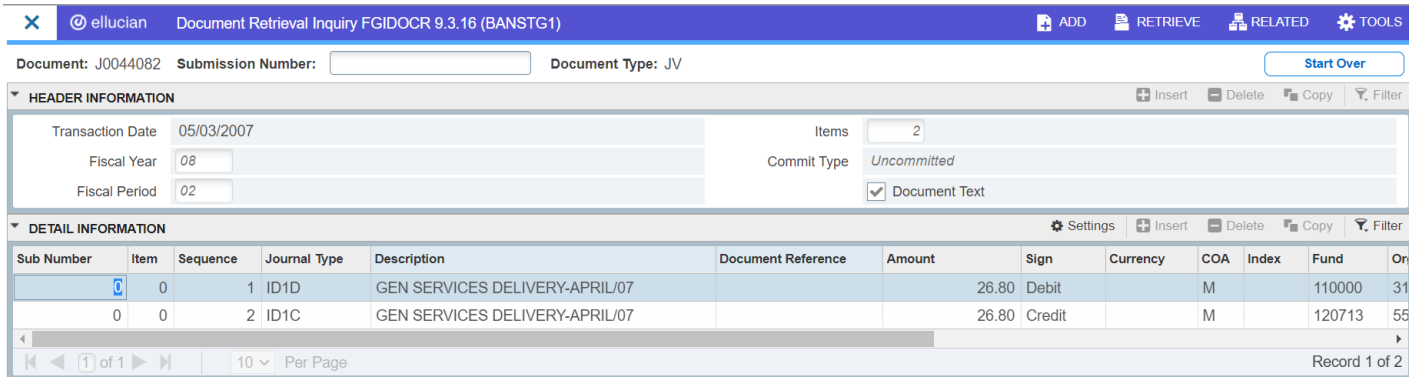


When you have located the JV on the **FGIDOCR** page, click the **Next Section** icon  (or press **Alt+Page Down**) to display the JV details.



Document: J0044082 Submission Number: Document Type: JV [Start Over](#)

HEADER INFORMATION

Transaction Date: 05/03/2007 Items: 2
 Fiscal Year: 08 Commit Type: Uncommitted
 Fiscal Period: 02 Document Text

DETAIL INFORMATION

Sub Number	Item	Sequence	Journal Type	Description	Document Reference	Amount	Sign	Currency	COA	Index	Fund	On
0	0	1	ID1D	GEN SERVICES DELIVERY-APRIL/07		26.80	Debit		M		110000	31
0	0	2	ID1C	GEN SERVICES DELIVERY-APRIL/07		26.80	Credit		M		120713	55

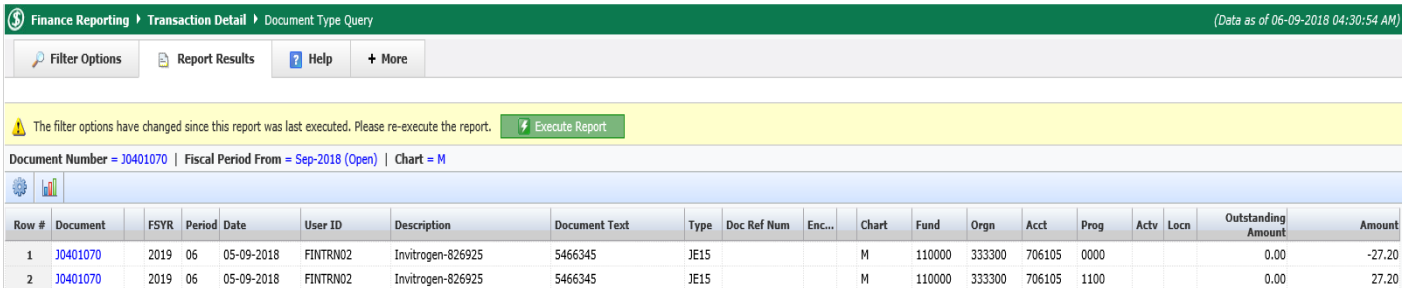
Record 1 of 2

To return to the Header and enter another Document number, click **Start Over** button



(or press **F5**).

You can also review a completed JV using **FAST**. In **FAST**, access the Document Query report and the posted transaction will appear as in the following example:



Finance Reporting > Transaction Detail > Document Type Query (Data as of 06-09-2018 04:30:54 AM)

Filter Options Report Results Help + More

The filter options have changed since this report was last executed. Please re-execute the report. [Execute Report](#)

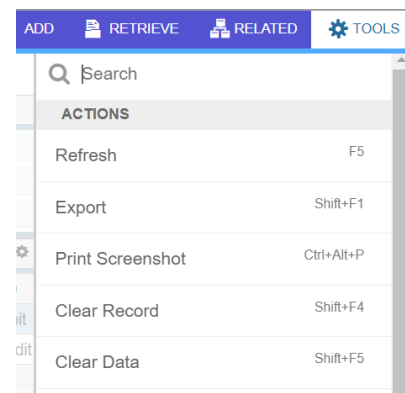
Document Number = J0401070 | Fiscal Period From = Sep-2018 (Open) | Chart = M

Row #	Document	FSYR	Period	Date	User ID	Description	Document Text	Type	Doc Ref Num	Enc...	Chart	Fund	Orgn	Acct	Prog	Actv	Locn	Outstanding Amount	Amount
1	J0401070	2019	06	05-09-2018	FINTRN02	Invitrogen-826925	5466345	JE15			M	110000	333300	706105	0000			0.00	-27.20
2	J0401070	2019	06	05-09-2018	FINTRN02	Invitrogen-826925	5466345	JE15			M	110000	333300	706105	1100			0.00	27.20

To print a completed JV

There is no print function for a completed JV in Banner. However, there are several options to print the data you require.

- Access **FGIDOCR** and query the JV. Select **Print Screenshot** to print the record lines displayed on the form.
- Using **FAST**, use the Document Query report to query the JV.



ADD RETRIEVE RELATED TOOLS

Search

ACTIONS

- Refresh F5
- Export Shift+F1
- Print Screenshot Ctrl+Alt+P
- Clear Record Shift+F4
- Clear Data Shift+F5

Note: Unlike Banner, which will allow you to view all records in a JV, **FAST** will only display the records of the journal entry or ID charge that you have query rights for. Once you have pulled up the JV data, select the **Download to Excel** option to print the document.