

CHART OF ACCOUNTS**Chart *U*****WHAT'S YOUR FOAPAL?**

FUND

F

ORGANIZATION

O

ACCOUNT

A

PROGRAM

P

ACTIVITY

A

LOCATION

L**CROSSWALK**

Crosswalk will be available after Board approves Budget

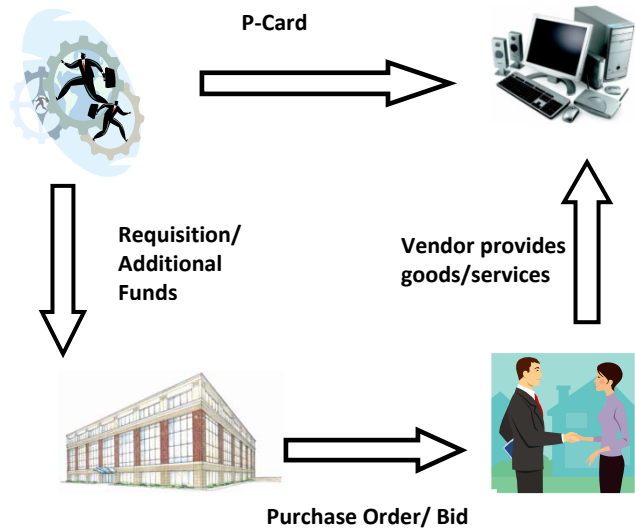
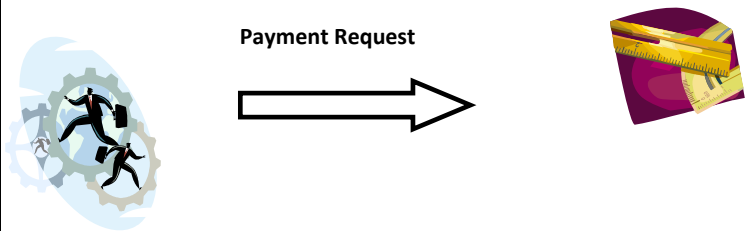
<http://Missouristate.edu/financialservices/bannerfinance.htm>

BUDGET

- Budget Status Report
- Query = Current Balance
- Transfers
- Additional Computations
- Download to Excel Spreadsheets

**PURCHASING PROCESS**

- Requisitions
- Purchase Orders
- Commodity Codes
- Lead Times
- Standing PO + additional funds
- P-Card

**PAYABLES PROCESSING**

Payment Request + Registration or Subscription

Payment Request + Invoice

Send copies to Financial Services, Carrington Hall 113

HELP RESOURCES

Financial Services Website:

www.missouristate.edu/FinancialServices/bannerfinance.htm

Project Website:

www.missouristate.edu/ulink

Helpdesk Website:

www.missouristate.edu/helpdesk

Documentation Website

www.experts.missouristate.edu

Send questions and New Account request form to:

BannerFinance@Missouristate.edu

HIGHLIGHTS

- Please visit the websites mentioned for additional information and also up to date information.
- Please ensure policies and procedures are followed. This will allow for efficient and quick service.
- Please refer to open lab hours and use this time for questions or to work hands with an expert.

Financial Services

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