

ACCOUNT ANALYSIS AND TOUCHNET REPORT FOR NOVEMBER

Greetings,

As the month of November was closed last week, the Account Analysis Report through the end of **November has been run for you, by division, and stored on the UW warehouse**. This report includes your actuals from July through November, giving you a picture of your accounts and remaining spending authority as of 11/30/18.

More detailed information on the Account Analysis Report can be found on the <u>quick reference</u> <u>guide</u>. Additional details on utilizing the pivot macro can be found in this <u>guide</u>. The **next training** on WyoCloud Pivot Tables is **February 7, 3:00-4:30PM, ITC 171**. You can sign up for this training on <u>WyoLearn</u>.

The TouchNet Report for the month of November is also available to view.

To access both reports, insert this link \\warehouse\shotgun\$\Financial Management Reports into your file explorer to access or click directly on the link. From this folder, you can filter by your organization to see your transactions.

Thanks,

The WyoCloud Team

Contact Information

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Need help with WyoCloud? Contact the UW Help Desk 766-4357, Option #1 userhelp@uwyo.edu © University of Wyoming