The University of Wyoming is revising its Chart of Accounts with the implementation of WyoCloud this July 2017! Take a look at this scenario in which Janet, a departmental accountant in the College of Business, enters Chart of Accounts segment information for the purchase of office supplies for the MBA Program.

1. **Entity**: “University of Wyoming” (*Note: This segment value, and many of the 8 segment values, will default to the one that is most commonly used for you personally.)*
2. **Account**: “Office Supplies” is the account since office supplies were purchased.
3. **Fund Class**: “Unrestricted-Operating” since the purchase was allocated to the more general operating fund rather than a more specific or “restricted” fund.
4. **Fund Source**: “Unrestricted-Operating” (*Same rationale.*)
5. **Organization**: “Management & Marketing” is the department that purchased the supplies. This value defaults for Janet because she typically enters expenses for this department.
6. **Exp Class**: “Instruction” since the supplies were purchased for instructional purposes.
7. **Program**: “MBA Program” since the supplies are for that program in the college.
8. **Activity**: “N/A” since there is no specific activity for the supplies within the MBA Program.

For more information on the new Chart of Accounts and WyoCloud, you can:
1) Visit our website at http://www.uwyo.edu/wyocloud/chart-of-accounts/
2) Email our team at wyocloud@uwyo.edu
3) Follow us on social media @WyoCloud