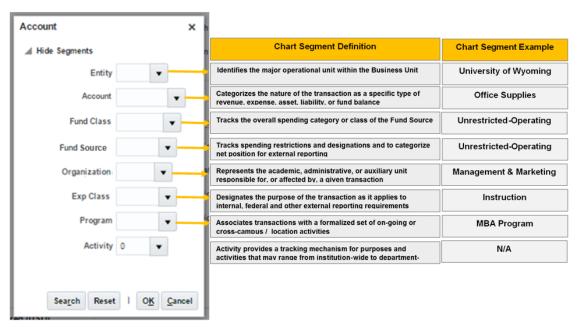


## **CHART OF ACCOUNTS**

## "How Will I Use It?" (An Example)

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





