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# University of Reading RFP02-PO Proposed Accrual Report

#### Overview

This document outlines the R roposed ccrual Report which is used to Support the ccruals rocess

etails of how to run reports and their common features are held in the ommon Reporting ctions ocument

#### resso Reports Menu

#### Lo On

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RFP POProposed ccrual Report inancial lanning Strateg Team

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#### Entries

osting eriod	nter the period that the report should be run up to which will also be
	the period that the accrual will be defaulted to
School	nter the id of the school that the report is to be run for
	This must be entered if the ost entre and or roject is selected
ost entre	nter the ost entre id f the cost centre is entered the School must
	also be entered
roject	nter the roject id f the project is entered the School must also be
	entered

Actions