

All reporting tools (queries, reports and inquiries) are accessible from the ARC Portal. To access the ARC Portal, log in to myColumbia (<https://my.columbia.edu/>) using your UNI and your Password. The ARC Portal contains a link to ARC.

- Reports are run directly from the ARC Portal
- Queries and Inquiries are run from ARC

### **Query Inventory**

*Navigation: Reporting Tools, Query, Query Viewer*

#### **Queries – AP**

<b>Module</b>	<b>Query Name</b>	<b>Query Description</b>	<b>Query Type</b>	<b>Query Agency</b>
AP	CU_AP_APPRV_FACILITIES	Dept Approvers for Facilities	Operational	Departmental
AP	CU_AP_DISTRIB_CF_DESCR	AP Query with Chartfield Desc	Informational	Departmental
AP	CU_AP_INBOUND_VCHR_RECON	AP Inbound Interface Reconcile	Reconciliation	Departmental
AP	CU_AP_INFOED_VENDOR_LIST	InfoEd Vendors and Sponsors	Operational	Departmental
AP	CU_AP_MATCH_EXCEPTION_VOUCHERS	AP-Match Exception Vouchers	Maintenance	Departmental
AP	CU_AP_NONVERIFIED_CNTRL_GRP	Non-Verified Control Groups	Maintenance	Departmental
AP	CU_AP_PCARD_VCHR_CLOSE_DELETE	Deleted and Closed PCard Vchrs	Informational	Departmental
AP	CU_AP_PREF_VNDR	Preferred Vendors	Informational	Departmental
AP	CU_AP_RECYCLED_VOUCHERS	AP-Recycled Vouchers	Maintenance	Departmental
AP	CU_AP_SPONSOR_VNDR	Sponsor Vendor List	Informational	Departmental
AP	CU_AP_TRAN_BY_DATE_CLEARED	Transactions by Date Chk Clear	Informational	Departmental
AP	CU_AP_VCHR_PEND_APP_AMT	Vouchers Pending Appr by Amt	Maintenance	Departmental
AP	CU_AP_VCHR_PEND_APP_DEPT	Vouchers Pending Appr by Dept	Maintenance	Departmental
AP	CU_AP_VCHR_PEND_APP_ORIG	Vouchers Pending Appr by Orig	Maintenance	Departmental
AP	CU_AP_1042_RPT	1042 Reporting	Informational	Central
AP	CU_AP_BUDGET_CHECK_ERROR_VOUCH	Budget Check Error Vouchers	Maintenance	Central
AP	CU_AP_DELETED_VCHR	List of Deleted Vouchers	Informational	Central
AP	CU_AP_DENIED_VOUCHERS	Denied Vouchers	Maintenance	Central
AP	CU_AP_ESCHEATED_PYMNTS	Escheated Payments	Informational	Central
AP	CU_AP_INACTIVE_VNDR	Inactive Vendors	Informational	Central
AP	CU_AP_PATIENT_REF_DETAIL	Patient Refunds Detail Recon	Reconciliation	Central
AP	CU_AP_PATIENT_REF_SUMMARY	Patient Refunds Summary Recon	Reconciliation	Central
AP	CU_AP_UNAPPR_VNDR	Unapproved Vendors	Maintenance	Central
AP	CU_AP_UNPOSTED_CNTRL_GRP	Unposted Control Groups	Maintenance	Central
AP	CU_AP_UNPOSTED_VCHR_BUD_CHKD	Unposted Voucher Budg Checked	Maintenance	Central

# Columbia University Finance Training

## Inventory of Queries, Reports & Inquiry Pages

Module	Query Name	Query Description	Query Type	Query Agency
AP	CU_AP_VCHR_UNPAID_POST	Vouchers Posted But Unpaid	Maintenance	Central
AP	CU_AP_VNDR_AUDIT	Vendor Audit	Informational	Central
AP	CU_AP_WTHD_COMPARE	Withholding Compare Report	Informational	Central
AP	CU_AP_WTHD_VNDR	Withholding Applicable Vendors	Informational	Central
AP	CU_AP_CASH_FORECAST	AP - Cash Forecast	Reconciliation	Central
AP	CU_AP_CASH_FORECAST_SUM	AP - Cash Forecast Summary	Reconciliation	Central
AP	CU_AP_PCARDS	PCards	Informational	Central
AP	CU_AP_PCARD_MCC	PCard MCC	Informational	Central

**Queries – GL**

<b>Module</b>	<b>Query Name</b>	<b>Query Description</b>	<b>Query Type</b>	<b>Query Agency</b>
GL	CU_GL_PROJ_BY_OWN_DEPT_DTL	GL - Projects by Owning Dept	Informational	Departmental
GL	CU_GL_DEPT_BY_LEVEL_ATTRIB	GL - Dept by Level and Attrib	Informational	Departmental
GL	CU_GL_INIT_BY_LEVEL_ATTRIB	GL - Init by Level and Attrib	Informational	Departmental
GL	CU_GL_INT_BEARING_PRJ	GL - Interest Bearing Projects	Informational	Departmental
GL	CU_GL_CF_DESCR	GL - Journal with CF Descr	Informational	Departmental
GL	CU_GL_CF_BY_OWN_DEPT	GL - CF by Owning Dept	Informational	Departmental
GL	CU_GL_LEDGER_CF_DESCR	GL - Ledger with CF Descr	Informational	Departmental
GL	CU_GL_EQUIP_ADD	GL - Equipment Add Report	Informational	Departmental
GL	CU_GL_JRNL_ENTRY_DETAIL	GL - Journal Entry Detail	Reconciliation	Central
GL	CU_GL_GIFT_REPORT	GL - Gift Report	Informational	Central
GL	CU_GL_EXT_ACCTG_JRNL_RECON	GL - Ext. Acctg. Recon	Reconciliation	Central
GL	CU_GL_EXT_ACCTG_JRNL_RECON_DTL	GL - Ext. Acctg Line Details	Reconciliation	Central
GL	CU_GL_IDI_REPORT	GL - IDI Report	Informational	Central
GL	CU_GL_DASNY_REQ_REPORT	GL - DASNY Req Report	Informational	Central
GL	CU_GL_STATISTICS_ALLOC	GL - Statistics Ledger Amount	Operational	Central
GL	CU_GL_SPENDRULE1_ALLOC	GL - Total Amt of Shares Alloc	Operational	Central
GL	CU_GL_SPENDRULE2_ALLOC	GL - Total Amount Allocated	Operational	Central
GL	CU_GL_REAL_GAIN_ALLOC	GL - Realized Gain Allocations	Operational	Central
GL	CU_GL_IRE_DTL_ALLOC	GL - IRE Ledger Details	Operational	Central
GL	CU_GL_INCOME_REINVEST_ALLOC	GL - Income Reinvestment	Operational	Central
GL	CU_GL_WF_INITIATOR	GL - WF Initiator Query	Maintenance	Central
GL	CU_GL_WF_INTG_SYSTEMS	GL - WF Integrated Systems	Maintenance	Central
GL	CU_GL_WF_CENTRAL	GL - WF Central	Maintenance	Central
GL	CU_GL_CF_REQUEST_FORM	GL - CF Request Form	Operational	Central
GL	CU_GL_WF_DEPARTMENT	Missing Dept Approver or Route	Maintenance	Central
GL	CU_GL_WF_MONITOR	GL - WF Monitoring	Maintenance	Central
GL	CU_GL_BAL_SHEET_BY_DEPT	GL - Balance Sheet by Departme	Informational	Central
GL	CU_GL_BANK_RECON	GL - Bank Recon Query	Informational	Central
GL	CU_GL_FX_RATES	GL - Foreign Exchange Rates	Operational	Central
GL	CU_GL_DEBT_SVC_YTD	GL - Debt Service Payments	Informational	Central
GL	CU_PRG_ERROR_TBL	CU Program Error Table	Reconciliation	Central
GL	CU_GL_EXT_ACCTG_NOT_IN_GL	GL - Unjournalized Transaction	Reconciliation	Central
GL	CU_GL_HR_ACCTG_JRNL_RECON	GL - HR Recon	Reconciliation	Central
GL	CU_GL_HR_ACCTG_JRNL_RECON_DTL	GL - HR Acctg Line Details	Reconciliation	Central

# Columbia University Finance Training

## Inventory of Queries, Reports & Inquiry Pages

Module	Query Name	Query Description	Query Type	Query Agency
GL	CU_GL_MOT_DEPARTMENT	GL - MOT Department	Operational	Central
GL	CU_GL_MOT_INITIATIVE	GL - MOT Initiative	Operational	Central
GL	CU_GL_MOT_SEGMENT	GL - MOT Segment	Operational	Central
GL	CU_GL_CAP_EQUIP_ALLOC	GL - Equip Cost Allocation	Operational	Central
GL	CU_GL_CONST_ALLOC	GL - Construction Allocations	Operational	Central
GL	CU_GL_CORPUS_ALLOC	GL - Corpus Allocations	Operational	Central
GL	CU_GL_JRNL_HDR_STATUS	GL - JRNL HDR Status	Reconciliation	Central
GL	CU_GL_JRNL_LN_ERRORS	GL - Journal Line Errors	Reconciliation	Central
GL	CU_GL_AGNC_LIAB_ALLOC	GL - Agency Liability Alloc	Operational	Central
GL	CU_GL_ADD_DIST_ALLOC	GL - Additional Distrib Alloc	Operational	Central
GL	CU_GL_INV_INC_PRJ_ATT	GL - Invalid Income Distrib	Informational	Central
GL	CU_GL_JRNL_BY_OPRID_DT	GL - Journal by creator & date	Informational	Central
GL	CU_GL_BUY_SELL_ALLOC	GL - Buy/Sell Allocation	Operational	Central
GL	CU_ACCOUNT_NOT_IN_ACC_TREE	Accounts not in the Tree	Maintenance	Central
GL	CU_DEPTS_NOT_IN_DEPT_TREE	Departments not in Dept Tree	Maintenance	Central
GL	CU_FUNC_NOT_IN_FUNC_TREE	Functions not in Fuction Tree	Maintenance	Central
GL	CU_FUND_NOT_IN_FUND_TREE	Fund Codes not in Fund Tree	Maintenance	Central
GL	CU_INITIATIVE_NOT_IN_INT_TREE	Initiatives not in the tree	Maintenance	Central
GL	CU_PROJ_NOT_IN_PROJ_TREE	Projects not on the Proj Tree	Maintenance	Central
GL	CU_SEG_NOT_IN_SEG_TREE	Segments not in Segment Tree	Maintenance	Central

**Queries – KK**

<b>Module</b>	<b>Query Name</b>	<b>Query Description</b>	<b>Query Type</b>	<b>Query Agency</b>
KK	CU_KK_BUDGET_TOOL_RECON	KK - Recon Query - Budget Tool	Reconciliation	Central
KK	CU_KK_FY_PROJ_DEPT_0USD_BUDGT	KK - FY Project/Dept \$0 Budget	Maintenance	Central
KK	CU_KK_FY_PROJ_DEPT_BUDGET_COMB	KK - FY Project/Dept Budget Co	Maintenance	Central
KK	CU_KK_INFOED_RECON	KK - Recon Query - InfoEd	Reconciliation	Central
KK	CU_KK_MOT_DEPARTMENT	KK - Department MOT	Reconciliation	Central
KK	CU_KK_MOT_INITIATIVE	KK - Initiative MOT	Reconciliation	Central
KK	CU_KK_MOT_SEGMENT	KK - Segment MOT	Reconciliation	Central
KK	CU_KK_REP_ACC_CF_UNIT	KK - Rep. Access by CF or Unit	Informational	Central
KK	CU_KK_SKIRE_RECON	KK - Recon Query - Skire	Reconciliation	Central
KK	CU_KK_BUDGET_OVERRIDE	KK - Budget Override	Informational	Central
KK	CU_KK_BUD_CHK_EXCP	KK - Budget Check Exceptions	Reconciliation	Central

**Queries – PC**

<b>Module</b>	<b>Query Name</b>	<b>Query Description</b>	<b>Query Type</b>	<b>Query Agency</b>
PC	CU_PC_ADVANCE_ACCOUNT_SPENDING	PC - Adv. Act Spendng Activity	Informational	Central
PC	CU_PC_COLLECTED_AR	PC - Collected AR	Operational	Central
PC	CU_PC_PROJECT_COST_SHARE	PC - Project Cost Share Report	Informational	Central
PC	CU_PC_DEPT_BILLED_PROJECTS	PC - Department Billed Query	Informational	Central
PC	CU_PC_UNALLOWABLE_TRANS	PC - Unallowable Transactions	Informational	Central
PC	CU_PC_PRE_BILL_REPORT	Pre-Bill Report as Incurred	Operational	Central
PC	CU_PC_CTO_CASH_RECEIPT_REPORT	PC - CTO Cash Receipt Report	Informational	Central
PC	CU_PC_GL_RECON	PC - GL Recon	Reconciliation	Central
PC	CU_PC_AP_RECON	PC - AP Recon	Reconciliation	Central
PC	CU_PC_KK_RECON	PC - KK Recon	Reconciliation	Central
PC	CU_PC_DEFER_REV_BAL	PC - Deferred Revenue Balance	Informational	Central
PC	CU_PC_GRANTREC_ATTRIB	PC - GRANTREC/Attrib	Informational	Central
PC	CU_PC_UNPAID_SPONS_VCHR	PC - Unpaid Sponsored Vouchers	Informational	Central
PC	CU_PC_DATA_VALIDATION	PC - Data Validation	Maintenance	Central

**Queries - PO**

<b>Module</b>	<b>Query Name</b>	<b>Query Description</b>	<b>Query Type</b>	<b>Query Agency</b>
PO	CU_PO_CF_DESCR	PO Query w/Chartfield Desc	Informational	Departmental
PO	CU_PO_CO_LIST	Change Order List	Informational	Departmental
PO	CU_REQ_CF_DESCR	REQ Query with Chartfield Desc	Informational	Departmental
PO	CU_PO_INACTIVE_PO	Inactive PO's < \$200, > 3 Mths	Maintenance	Central
PO	CU_PO_INFOED_INTERFACE	InfoEd Interface Snapshot	Informational	Central
PO	CU_PO_OPEN_ENCUMBRANCES	List of Open Encumbrances	Maintenance	Central
PO	CU_PO_PO_REQ_RECV	POs Requiring Rcpt not Recvd	Maintenance	Central
PO	CU_PO_PRE_COM_ACT	PO PreEnc, Enc, and Expenses	Informational	Central
PO	CU_PO_PRICE_VAR	PO Price Variances	Informational	Central
PO	CU_PO_REQ_TURNAROUND_RAW	Reqs Approval Turnaround - Raw	Informational	Central
PO	CU_PO_ROLLOVER_2YR	POs Rolled Over > 2 Years	Informational	Central
PO	CU_PO_ROLLOVER_DEPT_NO_BUDGET	Dept No Budget for the next FY	Informational	Central
PO	CU_PO_SPLIT_TRANS_AUDIT	Split Transaction Audit	Informational	Central
PO	CU_PO_TURNAROUND_RAW	PO Approval Turnaround - Raw	Informational	Central
PO	CU_PO_SAPO_PO	PO CF & amount to Subaward PO	Informational	Central
PO	CU_PO_SAPO_VOUCHERS	Voucher & Paymnt w/subaward PO	Informational	Central
PO	CU_PO_SAPO_BUDGET	Budget snapshot Subaward POs	Informational	Central





Report Name	Description	Who should use it	What it replaces	Fields included (actuals, encumbrances, etc.)	Drilldown
<b>Trial Balance</b>	Account balance for the period with prior year-end as comparison. This includes all Accounts. The report has drilldown capability to the ChartString level by Account:				
<b>RPT 1005 – Trial Balance by ChartField</b>	The Report can be run on Project, or Initiative, or Segment, or Site	This report is most likely used to review balance sheet accounts.	DARTs GL statement	Account, Account Description Current Balance, Prior Year-End Balance, Variance Amount and %	Drilldown at account level to full ChartString
<b>RPT 1006 – Trial Balance by Department</b>	The Report can be run on a department or node on the department tree.	This report is most likely used by experienced users to perform analytical review or prepare Departmental Financial Statements	New report	Account, Account Description Current Balance, Prior Year-End Balance, Variance Amount and %	Drilldown at account level to full ChartString
<b>ChartField Statement</b>	<p>DARTs like report, which is Income and Expense natural classification Account based. The report provides information for Prior Year YTD, Prior Year Actual, Original Budget, Current Estimate, Current Year MTD, Current Year YTD, and Encumbrances, Fund Balance, and Claim on Cash:</p> <p>From the report, there are six links:</p> <ol style="list-style-type: none"> <li>1) Previous Accounting Period, same report for last month;</li> <li>2) Next Accounting Period, same report for next month;</li> <li>3) ChartField Detail Statement, similar to the COB detail report with full ChartString combination and attributes, but this report also includes Encumbrance information.</li> <li>4) ChartField Transaction Statement, which is similar to the Current DARTs detail statement;</li> <li>5) Payroll Summary Statement;</li> <li>6) Payroll Detail Statement;</li> </ol> <p>From both ChartField Detailed Statement and ChartField Transaction Statement, there is drilldown to transaction detail by Account, which provides AP or Journal information.</p>				
<b>RPT 1007 – Department Summary Statement</b>	The Report can be run on a Department or Department rollup (node).	This report is most likely used by Department/School administrators to perform high-level analytical review. If the report is run by Department Node, it also has the drilldown capability to Department value by Account.	DARTs <b>Rollup Report</b> .	Described above	No
<b>RPT 1008 – Project Summary Statement</b>	The Report can be run on a Project with or without Department Selection	This report can be used by any finance person as well as Pls to monitor the spending on a particular Project.	replaces the current DARTs <b>Summary Statement</b>	Described above	No
<b>RPT 1024 – Initiative Summary Statement</b>	The Report can be run on a Initiative or Initiative rollup (node).	This report can be used by any finance person as well as Pls to monitor the spending on a particular Initiative. It can also be used as a Management reporting tool to monitor a type of	replaces the current DARTs <b>Summary Statement</b> .	Described above	No
<b>RPT 1030 – Segment Summary Statement</b>	The Report can be run on a Segment or Segment rollup (node).	This report can be used by any finance person as well as Pls to monitor the spending on a particular Segment. It can also be used as a Management reporting tool to review a Segment's overall performance.	replaces the current DARTs <b>Summary Statement</b>	Described above	No

# Columbia University Finance Training

## Inventory of Queries, Reports & Inquiry Pages

Report Name	Description	Who should use it	What it replaces	Fields included (actuals, encumbrances, etc.)	Drilldown
<b>Endowment Reports</b> are used to provide information on endowments which include market value, book value, available fund balance for spending, and etc. The reports can be run based on a Department/Department rollup (node) or one/multiple Projects					
<b>RPT 1010 – Endowment Market Value Report</b>	The Report provides information on endowment market value, book value, corpus, income distribution, as well as the purpose code, underwater status and etc.	This report is used by Department/School administrators to review the status of their endowment portfolio. It can also be used by a PI to monitor their endowment(s) performance.	replaces the current FFE <b>Endowment OMB</b> report	Business Unit, Owning Dept., Endowment Type, Purpose Code, No. of Shares, Current Year Addition, MV, BV, Corpus, Income Dist., Add'l Dist. and etc.	No
<b>RPT 1020 – Endowment Spending Report</b>	Report is a new report that provides the available fund balance for spending on each individual endowment.	This report is used by Department/School administrators and PIs to monitor the spending on their endowments.	New	Beginning Fund Balance, Current Year Income Distribution, Spending to-date, and Ending Fund Balance.	No
<b>COB Reports</b> is a set of Management Report used to compare budget, current estimate, and actuals. The reports pull information specific to Operating Funds					
<b>RPT1054 - The COB - Detailed Statement</b>	The report provides a detailed listing of all account string combinations and their related balances. In addition, certain attributes and derived values will be provided as an output in the report. Generally, this report is not a formatted/printable report, but is used for downloading into excel or an access database for further analysis.	This report is used by Department/School administrators to review their overall operating results	Legacy system COB Detail file.	Prior Year YTD, Current Year YTD, Prior Year Full Year, Original Budget, Current Estimate, and Fund Balance.	No
<b>RPT1055 - The COB - Summary Operating Statement</b>	This report provides a summarized Operating P&L showing revenue and functional expenses, along with expenses reported by natural classification. In addition, internal transfers are reported in both a summarized and more detailed view on this report. This report is a formatted/printable report, and is used as the basis for Columbia University's reporting to the Board of Trustees for a standard set of department rollups.	This report is used by Department/School administrators to review and analyze the detail of their operating results	legacy system COB Budget Summary – Trustee Format tab.	Prior Year YTD, Current Year YTD, Prior Year Full Year, Original Budget, Current Estimate, and Attributes	No
<b>RPT1058 - The Fund Balance / Overdraft Report</b>	This report provides a summarized view by project and fund balance. The calculated Ending Fund Balances are then placed into a column: as either "Available Fund Balance" if the calculated ending fund balance is a credit balance; or "Overdraft Fund Balance" if the calculated ending fund balance is a debit balance.		1) the COB Detail file – Overdraft tab 2) the COB LedgerCOBLin eExp file – Act Fund Balance by MU 3) the FFE Administrative Fund Balance Activity Report	Beginning Fund Balances, Revenue, Expenses, Internal Transfers and Ending Fund Balances	No

Report Name	Description	Who should use it	What it replaces	Fields included (actuals, encumbrances, etc.)	Drilldown
<b>Project Lifecycle Reports</b> are used to provide information on sponsored, capital, and other projects that have Project Life budgets and activity. These projects typically have time periods that are different from the fiscal year.					
<b>RPT1066 – Sponsored Project Financial Report</b>	is a DARTS like report, which is Expense Budget to Expense Actual by Budget Account. From the report, there is a link to the Project Summary by Detail Account and then the ability to drill down to the individual transaction.	The report is used by a department administrator, Principal Investigator, or SPF Project Manager to monitor and report on sponsored projects.	DARTs <b>Summary and Detail Statement</b>	The report provides demographic information for the Project, Budget Account, Month and Project to Date Actuals, and Commitments.	Drilldown from budget account to detail account, and then to transaction level detail
<b>RPT1064 – Project Cost Overrun Report</b>	identifies any Projects that are in an Expense Budget to Expense Actual cost overrun. The report can be run by Project Owning Department or for a particular Project Manager (i.e. Principal Investigator).	The report is used by a school or department administrator or Principal Investigator to monitor cost overruns.	FFE SL <b>Budget Balance Overdraft report</b>	Expense Budget and Expense Actual, Month and Project to Date Activity	No
<b>RPT1067 – F&amp;A Recovery Report</b>	is used to review total F&A recovery. The report can be run by Project Owning Department or for a particular Project Manager (i.e. Principal Investigator).	The report is used by a school or department administrator or Principal Investigator to monitor F&A recoveries.	COB <b>Eaten Report</b> (used only by CUMC)	F&A Budget to F&A Actual, Month, Fiscal, and Project to Date Activity	No

### Transaction Inquiry Pages in ARC

ARC delivers a variety of inquiry pages for users to track transactions throughout the system. Several of the most-frequently used inquiries are listed below, along with their navigation.

Inquiry Page	Purpose	Navigation in ARC
Supplier Information	Confirm that a supplier exists in the system. Look up an address for a supplier.	Suppliers, Supplier Information, Add/Update, Review Supplier
Requisition Inventory	Runs inquiries on requisition details and activity.	Purchasing, Requisitions, Review Requisitions Information, Requisition Inventory
PO Activity Summary	View receiving, invoicing and matching.	Purchasing, Requisitions, Review Requisition Information, Activity Summary
<b>Document Status Inquiries</b>		
Voucher Document Status	View the transactions associated with a voucher (i.e. Requisition, Purchase Order, Receipt).	Accounts Payable, Review Accounts Payable Info, Vouchers, Document Status
Payment Document Status	Identify other transactions associated with a payment.	Accounts Payable, Review Accounts Payable Info, Payments, Document Status
<b>Single Transaction Inquiries</b>		
Payment Inquiry	Review payment information.	Accounts Payable, Review Accounts Payable Info, Payments, Payment
Review Purchase Orders	Review a purchase order transaction, including its current status.	Purchasing, Purchase Orders, Review PO Information, Purchase Orders
Voucher Inquiry	Review a voucher transaction, including its current status.	Accounts Payable, Review Accounts Payable Info, Voucher, Voucher
Journal Inquiry	Review a journal entry, including its current status.	General Ledger, Review Financial Information, Journals
<b>Accounting Entry Inquiries</b>		
Requisition Accounting Entries	Review accounting entries created by a requisition.	Purchasing, Requisitions, Review Requisition Information, Accounting Entries
Purchase Order Accounting Entries	Review accounting entries created by a purchase order.	Purchasing, Purchase Orders, Review PO Information, PO Accounting Entries
Voucher Accounting Entries	Review accounting entries associated with vouchers and payments.	Accounts Payable, Review Accounts Payable Info, Vouchers, Accounting Entries
<b>Asset Management Inquiries</b>		
Asset Depreciation	View a summary of basic asset and depreciation information.	Asset Management, Depreciation, Review Depreciation Info, Asset Depreciation
Review Costs	Review capitalized and non-capitalized asset cost transactions.	Asset Management, Asset Transactions, History, Review Cost
Search for an Asset	Access the Search for an Asset page to locate an asset and view with drill-down detail functions.	Asset Management, Search for an Asset

## Getting Help

Please contact the Finance Service Center

<http://finance.columbia.edu/content/finance-service-center>

You can log an incident or request a service via Service Now

<https://columbia.service-now.com>

Or, you can contact the Service Center by phone: (212) 854-2122