

# Western Illinois University

## Financial Records System

Reference  
Information

2017



WESTERN  
ILLINOIS  
UNIVERSITY

## **FRS AVAILABILITY**

FRS is available 4:30am to midnight Monday through Friday; and 3am to midnight on weekends.

## **ACCESSING FRBR**

After logging in to the MVS system, select FRBR from the WIUP Main Menu, by typing FRBR or by selecting the corresponding number on your menu. If you are logging in from WIUP on the web, select Financial Accounting, then FRBW from the menu. When finished with FRBR, type SO in the screen field, press Enter and you will be returned to the WIUP Main Menu.

For other resources concerning WIUP click on the following link:

[http://www.wiu.edu/university\\_technology/administrative\\_information\\_management\\_systems/instruct\\_docs.php](http://www.wiu.edu/university_technology/administrative_information_management_systems/instruct_docs.php)

## **SCREEN INFORMATION**

When viewing accounts where the transactions that do not display entirely on one screen, you can page forward by pressing the ENTER key. You cannot page backward; however, you can return to the beginning of the account by retying the screen number.

## **SCREEN DESCRIPTIONS**

## **Other Useful Screens**

**022** Displays current budget information for a specific 6-digit subsidiary ledger account.

**027** Displays all transactions processed against a 6-digit or 10-digit account OR all transactions that meet the selection criteria specified by the user.

**029** Displays current month and year-to-date balances for a subsidiary account.

**038** Displays current year and prior year balances for a general ledger account.

**039** Displays current year and prior year balances for a subsidiary ledger account.

**102** Displays all vendors with the search criteria specified. A user can find a vendor number by entering all or part of a vendor name.

**Open Commitment -**

