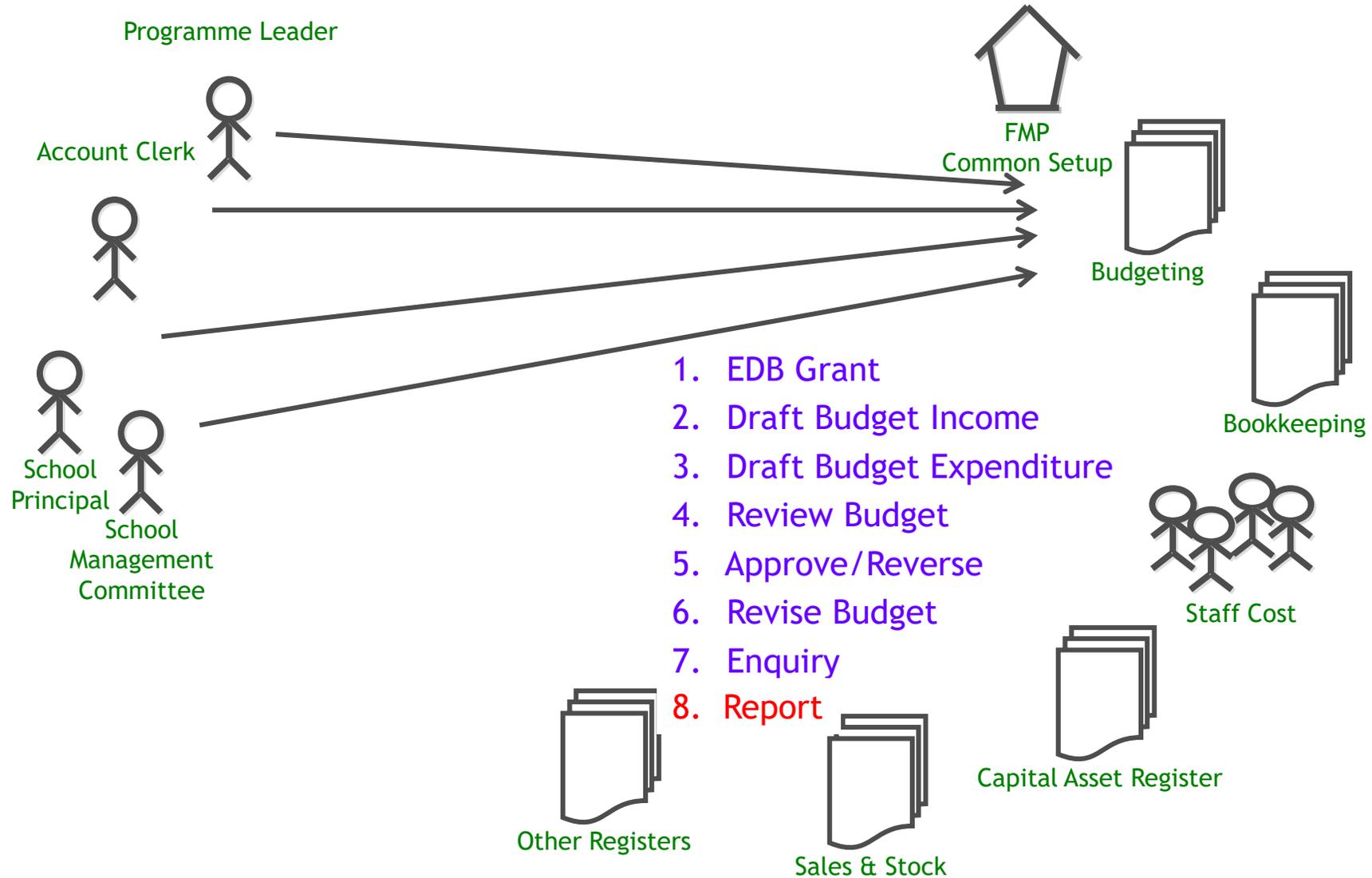


FMP - Budgeting



Budgeting - Report

- User can generate English or Chinese reports through this report function.
- Depend on school type, user can view the reports for the following categories
 - All Categories
 - FBG - Budgeting Report by Accounting Year
 - FBG - Budgeting Report by School Year
 - FBG - Consolidated Report by Accounting Year
 - FBG - Consolidated Report by School Year
 - FBG - Consolidated School Level Report by Accounting Year
 - FBG - Consolidated School Level Report by School Year
 - FBG - School Plan by School Year

Budgeting - Report

There are 4 types of report.

- Single School Level / Session and Bi-School Levels / Sessions Reports

These reports aimed for schools with accounting period from September to August. They will be printed according to accounting year. These reports have no suffix and ranges from FBG001 to FBG025.

- Consolidated School Level by Accounting Year

These reports aimed for schools with accounting period from September to August. They consolidate the budgets from multiple School Levels / Sessions. These reports will be printed according to accounting year and are suffixed by "T". These reports have ranges from FBG012T to FBG023T. Only Through Train schools can access these reports.

- Single School Level / Session and Bi-School Levels / Sessions School Year Reports

These reports are aimed for schools with accounting period from April to March. They will be printed according to school year and are suffixed by "S". These reports have ranges from FBG001S to FBG024S.

- Consolidated School Level / Session Reports by School Year

These reports are aimed for schools with accounting period from April to March. They consolidate budgets from multiple School Levels / Sessions. These reports will be printed according to School Year and are suffixed by "TS". These reports have ranges from FBG012TS to FBG023TS.

[S-FBG09-01] FMP > Budgeting > Report

Search Report

Search Clear

Category FBG - Budgeting Report by Accounting Year

Language English Chinese

- Budgeting
 - EDB Grant
 - Draft Budget Income
 - Draft Budget Expenditure
 - Review Budget
 - Approve/Reverse
 - Revise Budget
 - Enquiry
 - Report

	Report Name (ID)
⊗	Budget and Expenditure Report (R-FBG005-E)
⊗	Budget Expenditure by Programmes (R-FBG002-E)
⊗	Budget Income by Ledger (R-FBG001-E)
⊗	Expenditure Report by Grant Type (R-FBG009-E)
⊗	Five Year Forcast for Income and Expenditure (R-FBG010-E)
⊗	History of Revision to Budget Income and Expenditure (R-FBG011-E)
⊗	OEBG Expenditure Budget (R-FBG008-E)
⊗	OEBG Expenditure Report (R-FBG007-E)
⊗	Summary of Budget Income and Expenditure (R-FBG006-E)
⊗	Summary of Budgeting & Actual Income and Expenditure (R-FBG025-E)
⊗	Variance Report of Expenditure (R-FBG004-E)
⊗	Variance Report of Expenditure(Without Amendment History) (R-FBG004A-E)
⊗	Variance Report of Income (R-FBG003-E)

Reports under Budgeting Report by Accounting Year

* Click ⊗ to display the report template(s) and then click the template you need to create the report.

[S-FBG09-01] FMP > Budgeting > Report

Search Report

Search Clear

Category FBG - Consolidated School Level Report by Accounting Ye

Language English Chinese

- Budgeting
 - EDB Grant
 - Draft Budget Income
 - Draft Budget Expenditu
 - Review Budget
 - Approve/Reverse
 - Revise Budget
 - Enquiry
 - Report

	Report Name (ID)
>	Consolidated Budget and Expenditure Report (R-FBG016T-E)
>	Consolidated Budget Expenditure by Programmes (R-FBG013T-E)
>	Consolidated Budget Income by Ledger (R-FBG012T-E)
>	Consolidated Expenditure Report by Grant Type (R-FBG021T-E)
>	Consolidated Five Year Forecast for Income and Expenditure (R-FBG022T-E)
>	Consolidated History of Revision to Budget Income and Expenditure (R-FBG023T-E)
>	Consolidated OEBG Expenditure Budget (R-FBG020T-E)
>	Consolidated OEBG Expenditure Budget with School Level Breakdown (R-FBG018T-E)
>	Consolidated OEBG Expenditure Report (R-FBG019T-E)
>	Consolidated Summary of Budget Income and Expenditure (R-FBG017T-E)
>	Consolidated Variance Report of Expenditure (R-FBG015T-E)
>	Consolidated Variance Report of Income (R-FBG014T-E)

Reports under Consolidated Report by Accounting Year

Note(s):

* Click > to display the report template(s) and then click the template you need to create the report.

[S-FBG09-01] FMP > Budgeting > Report

Search Report

🔍 Search 🗑️ Clear

Category

Language

- Budgeting
 - EDB Grant
 - Draft Budget Income
 - Draft Budget Expenditu
 - Review Budget
 - Approve/Reverse
 - Revise Budget
 - Enquiry
 - Report

Report Name (ID)	
🔍	School Plan by School Year (R-FBG024-E)

Note(s):
* Click 🔍 to display the report template(s) and then click the template you need to create the report.

Reports under
School Plan by
School Year

Generate Report

- Report can be generated in a preview pop-up window or stored in Report Management - Repository.
- 4 different formats can be selected for report generation - PDF, WORD, EXCEL and RICHTEXT.
- User may edit the generated report in WORD, RICHTEXT and EXCEL format.

Generate Report

- ▼ Budgeting
 - EDB Grant
 - Draft Budget Income
 - Draft Budget Expenditu
 - Review Budget
 - Approve/Reverse
 - Revise Budget
 - Enquiry
 - Report

▼ Search Report

Search

Category:

Language:

Step 1. Click [Budgeting] → [Report] from the left menu

Step 2. Select one of the categories and languages.

Step 3. Click [Search] button

- Budgeting
 - EDB Grant
 - Draft Budget Income
 - Draft Budget Expenditure
 - Review Budget
 - Approve/Reverse
 - Revise Budget
 - Enquiry
 - Report

Search Report

Search Clear

Category: FBG - Budgeting Report by Accounting Year

Language: English Chinese

	Report Name (ID)
>	Budget and Expenditure Report (R-FBG005-E)
>	Budget Expenditure by Programmes (R-FBG002-E)
>	Budget Income by Ledger (R-FBG001-E)
>	Expenditure Report by Grant Type (R-FBG009-E)
>	Five Year Forecast for Income and Expenditure (R-FBG010-E)
>	History of Revision to Budget Income and Expenditure (R-FBG011-E)
>	OEBG Expenditure Budget (R-FBG008-E)
>	OEBG Expenditure Report (R-FBG007-E)
>	Summary of Budget Income and Expenditure (R-FBG006-E)
>	Summary of Budgeting & Actual Income and Expenditure (R-FBG025-E)
>	Variance Report of Expenditure (R-FBG004-E)
>	Variance Report of Expenditure(Without Amendment History) (R-FBG004A-E)
>	Variance Report of Income (R-FBG003-E)

Note(s):

* Click > to display the report template(s) and then click the template you need to

Step 4. Click the report name hyperlink

Search Report

Category

FBG - Budgeting Report by Accounting Year



Language

English

Chinese

Report Name (ID)

 Budget and Expenditure Report (R-FBG005-E)

	Template Description	Type	Creator	Creation Time
<input type="button" value="⌵"/>	Built-in Template	Built-In	---	---
<input type="button" value="⌵"/>	Budget Expenditure by Programmes (R-FBG002-E)			
<input type="button" value="⌵"/>	Budget Income by Ledger (R-FBG001-E)			
<input type="button" value="⌵"/>	Expenditure Report by Grant Type (R-FBG009-E)			
<input type="button" value="⌵"/>	Five Year Forecast for Income and Expenditure (R-FBG010-E)			
<input type="button" value="⌵"/>	History of Revision to Budget Income and Expenditure (R-FBG011-E)			
<input type="button" value="⌵"/>	OEBG Expenditure Budget (R-FBG008-E)			
<input type="button" value="⌵"/>	OEBG Expenditure Report (R-FBG007-E)			
<input type="button" value="⌵"/>	Summary of Budget Income and Expenditure (R-FBG006-E)			
<input type="button" value="⌵"/>	Summary of Budgeting & Actual Income and Expenditure (R-FBG025-E)			
<input type="button" value="⌵"/>	Variance Report of Expenditure (R-FBG004-E)			
<input type="button" value="⌵"/>	Variance Report of Expenditure(Without Amendment Hist			
<input type="button" value="⌵"/>	Variance Report of Income (R-FBG003-E)			

Note(s):

* Click  to display the report template(s) and then click the template you need

Step 5. Click the report template hyperlink

Preview & Print | Reset | To File | Back

Budget and Expenditure Report (R-FBG005-E) : Built-in Template

Please input the print criteria.

School Level/Session Secondary/Whole Day

Accounting Year 2016/2017

Accounting Month From 09/2016

Accounting Month To 09/2016

Source of Fund All

Ledger Code To All

Ledger Code From All

Sub-Ledger Code To All

Sub-Ledger Code From All

Format PDF WORD EXCEL RICHTEXT

- Budgeting
 - EDB Grant
 - Draft Budget Income
 - Draft Budget Expenditure
 - Review Budget
 - Approve/Reverse
 - Revise Budget
 - Enquiry
 - Report

Step 6. Select the print criteria

Generate Report

5] FMP > Budgeting > Report

Preview & Print | Reset | To File | Back

Budget and Expenditure Report (R-FBG005-E) : Built-in Template

Please input the print criteria.

School Level/Session: Secondary/Whole Day

Accounting Year: 2016/2017

Accounting Month From: 09/2016

Source of Fund: All

Ledger Code From: All

Sub-Ledger Code From: All

Ledger Code To: All

Sub-Ledger Code To: All

Format: PDF | WORD | EXCEL | RICHTEXT

Two ways to generate reports:

Option 1: Generate report in a preview pop-up window

Option 2: Generate and store the report in Report Management - Repository.

Option 1: Generate report in a preview pop-up window

Step 7a. Click [Preview & Print] button



R-FBG005-E

E-TRADE THROUGH-TRAIN SCHOOL PILOT (YEAR 2019)
BUDGET AND EXPENDITURE REPORT
FOR THE PERIOD FROM 09/2016 TO 09/2016
(BUDGETING PERIOD IS ACCORDING TO ACCOUNTING YEAR FROM SEPTEMBER 2016 TO AUGUST 2017)

Sch Level / Session : Secondary / Whole Day
 Accounting Year : 2016/2017
 Source of Fund : ALL
 Ledger Code Range : ALL
 Sub-Ledger Code Range : ALL

Print By : super1
 Date : 21/08/2024
 Time : 12:12
 Page : 1 of 5

<u>LEDGER\SUB-LEDGER\EXPENDITURE A/C</u>	(a) <u>APPROVED/REVISED</u> <u>BUDGET EXPENDITURE</u> \$	(b) <u>COMMITTED</u> <u>AMOUNT #</u> \$	(b) / (a) * 100% <u>% SPENT</u> %
A1004 Curriculum Development Grant A/C			
005 Technical Subjects			
001 Grant Exp - Technical Subjects	0.00	(990,000,000.00)	-
Sub-Ledger Total	0.00	(990,000,000.00)	-
Ledger Total	0.00	(990,000,000.00)	-
A1011 Committee on Home-Sch Co-op Proj Gr. A/C			
001 Parent-Teacher Ass. Setup/Subsidize Exp			
001 Grant Exp - Parent-Teacher Assn Setup/Subsidi. Exp	6,372.00	0.00	0.00
Sub-Ledger Total	6,372.00	0.00	0.00
002 Committee on Home-Sch Co-op Proj Gr. A/C - Activit			
001 Grant Exp - PTA - Activity	3,852.00	0.00	0.00
Sub-Ledger Total	3,852.00	0.00	0.00
Ledger Total	0.00	0.00	0.00
A1018 Employer's Cont to PF Scheme for NT A/C			
002 NT MPF Scheme Employer's Contributions			
002 Non-Teaching MPF Sche Employer's Contributions- 5%	0.00	0.00	0.00
Sub-Ledger Total	0.00	0.00	0.00
Ledger Total	0.00	0.00	0.00

Option 1: Generate report in a preview pop-up window

Step 7b. Print the report to local print queue or save to local hard disk from the pop-up window

Generate Report

Preview & Print | Reset | **To File** | Back

Budget and Expenditure Report (R-FBG005-E) : Built-in Template

Please input the print criteria.

School Level/Session Secondary/Whole Day

Accounting Year 2016/2017

Accounting Month From

09/2016

Accounting Month To 09/2016

Source of Fund All

Ledger Code From All

Ledger Code To All

Sub-Ledger Code From All

Sub-Ledger Code To All

Format

PDF | WORD | EXCEL | RICHTEXT

- Budgeting
 - EDB Grant
 - Draft Budget Income
 - Draft Budget Expenditure
 - Review Budget
 - Approve/Reverse
 - Revise Budget
 - Enquiry
 - Report

Option 2: Generate and store the report in Report Management - Repository.

Step 7a. Click [To File] button

Generate Report

- Budgeting
 - EDB Grant
 - Draft Budget Income
 - Draft Budget Expenditure
 - Review Budget
 - Approve/Reverse
 - Revise Budget
 - Enquiry
 - Report

(UAT - 3.21.12) Current School Year: 2018 21/08/2024 12:04:47 | super1 Logout

5] FMP > Budgeting > Report

Preview & Print | Reset | To File | Back

Budget and Expenditure Report (R-FBG005-E) : Built-in Template

Please input the print criteria.

School Level/Session	Secondary/Whole Day		
Accounting Year	2016/2017		
Accounting Month From	09/2016	Accounting Month To	09/2016
Source of Fund	All		
Ledger Code From	All	Ledger Code To	All

Please enter the description of the report for easy reference during report retrieval.

test

Confirm Cancel

Option 2: Generate and store the report in Report Management - Repository.

Step 7b. Fill in the report description in the pop-up dialog box

Step 7c. Click [Confirm] button

Generate Report

Report has been submitted for generation. Please go to the ["Repository" function of "Report Management" module](#) to view the generated report.

Preview & Print | Reset | To File | Back

Budget and Expenditure Report (R-FBG005-E) : Built-in Template

Please input the print criteria.

School Level/Session Secondary/Whole Day

Accounting Year 2016/2017

(YYYY/YYYY)

Accounting Month From 09/2016

Source of Fund All

Ledger Code From All

Sub-Ledger Code From All

Format

PDF WORD EXCEL RICHTEXT

Accounting Month To 09/2016

Option 2: Generate and store the report in Report Management - Repository.

Step 7d. User can click the hyperlink to go to Report Repository to download the report or click [Report Management] → [Repository] from the left menu to download the report later

Generate Report

Option 2: Generate and store the report in Report Management - Repository.

Step 7e. Download the report from Report Management - Repository

- Budgeting
 - EDB Grant
 - Draft Budget Income
 - Draft Budget Expenditure
 - Review Budget
 - Approve/Reverse
 - Revise Budget
 - Enquiry
 - Report

Search Report

Search Clear

Module: FMP

Category: FBG - Budgeting Report by Account

Report Name (ID): Budget and Expenditure Report (R)

Report Description:

Creator:

Creation Date (From): DD/MM/YYYY

Language: All English Chinese

Status: All

Creation Date (to): DD/MM/YYYY

Delete

<< < 1 page of 1 > >> Display 10 records / page

	Report Name (ID)	Report Description	Creator	Format/Size	Creation Time	Status
<input type="checkbox"/>	Budget and Expenditure Report (R-FBG005-E)	test	super1	PDF 61 KB	2024-08-21 12:05 PM	Done
<input type="checkbox"/>	Budget and Expenditure Report (R-FBG005-E)	R-FBG005-E	accta1	XLS 40 KB	2024-02-01 04:58 PM	Done

Note(s):
★ Click on the link of Report Name (ID) to view a Report

ESCAPE
to return