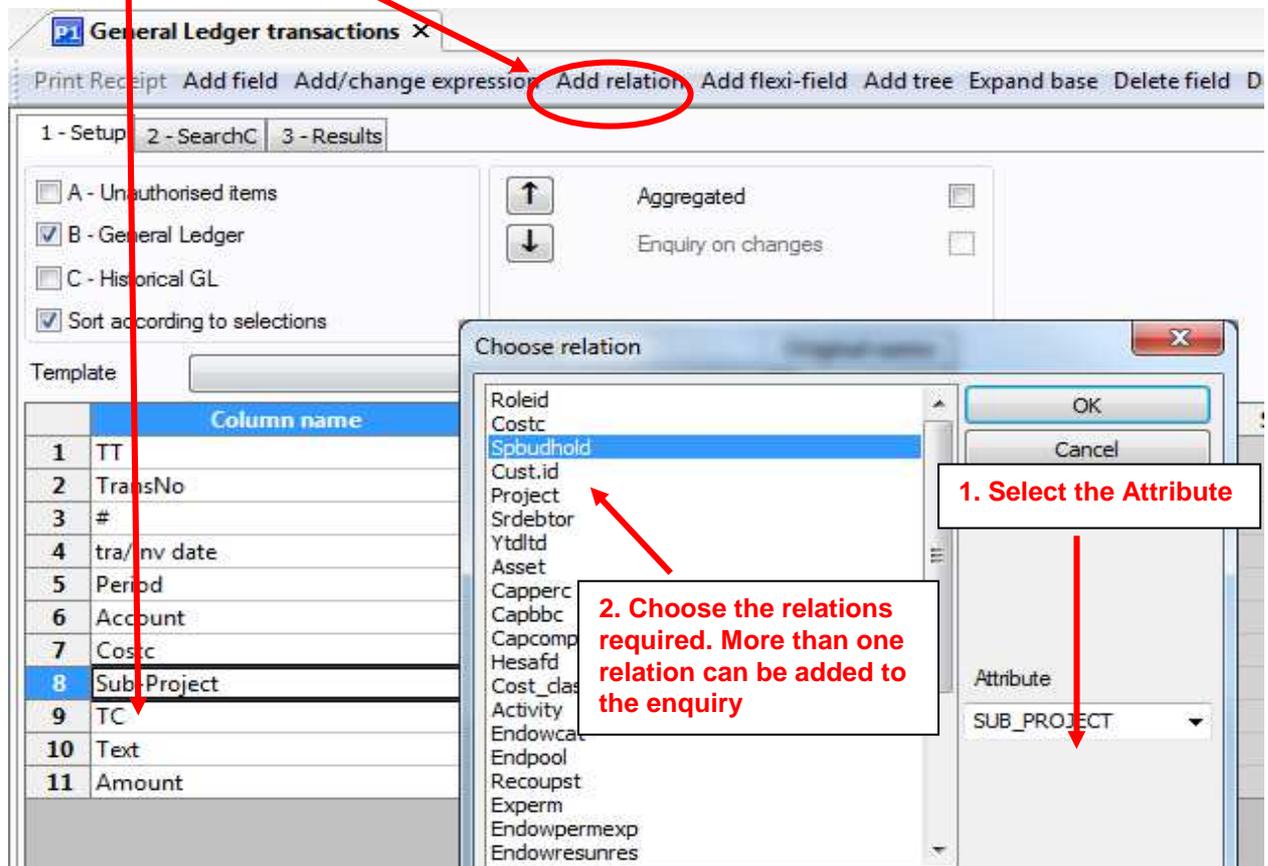


ENQ5: Relations & Flexi-Fields

When setting up an attribute (Account/Cost Centre/Sub-Project) a set amount of information is required. The information required to set up these attributes can also be used in a Browser type only enquiries. They are known as relations. Within Agresso enquiries there is the option to add relations to an enquiry depending on the column name (Account/Cost Centre/Sub-Project). This relation can appear in your results, or, be used in your search criteria.

ENQ5.1: Relations

- Click on the column name to add a relation- Usually Sub-Project, Account or Cost Centre
- Select Add Relation from the Tools menu. The following screen appears.



The screenshot shows the 'General Ledger transactions' window with the 'Tools' menu open. The 'Add relation' option is circled in red. A 'Choose relation' dialog box is open, displaying a list of relations. 'Spbudhold' is selected in the list. A red arrow points from the 'Add relation' menu item to the dialog box. Two callout boxes provide instructions: '1. Select the Attribute' pointing to the 'SUB_PROJECT' dropdown in the dialog, and '2. Choose the relations required. More than one relation can be added to the enquiry' pointing to the list of relations.

Please see below and example of the available Relations available from different attributes

Sub-Project	
Relation	Description
COSTC	Cost centre (CC)
SPBUDHOLD	Sub-Project Budget Holder
CUST.ID	Customer Id
PROJECT	Project code
SRDEBTOR	Salaries Recovered Debtor

YDTLTD	Year To Date Life To Date
ASSET	Fixed Assets
CAPPERC	Capital Project Percentage
CAPBBC	Bldg BC fo Capital Projects
CAPCOMP	Capital Project Status
HESAFD	HESA Funding Source
COST_CLASS	Cost Classification
ACTIVITY	Activity code
APPROVER	Approver
GRANTBOD	Granting Body
HESA	Hesa Source Code
MPAWARD	Multi Partner Award
RESNO	Resource
ENDOWCAT	Endowmwnt Category
ENDPOOL	Endowment Pool
RECOUPST	Recoup Status
EXPERM	Expenditure Permissions for Endowments
ENDOWPERMEXP	Endowmemt Permanent/Expendable
ENDOWRESUNRE S	Endowment Restricted/Unrestricted
USCAPITAL	US GAAP Capital
USREVENUE	US GAAP Revenue
USCAPALLOC	US GAAP Capital Allocation
USREVALLOC	US GAAP Revenue Allocation
GRN	GRN Processor

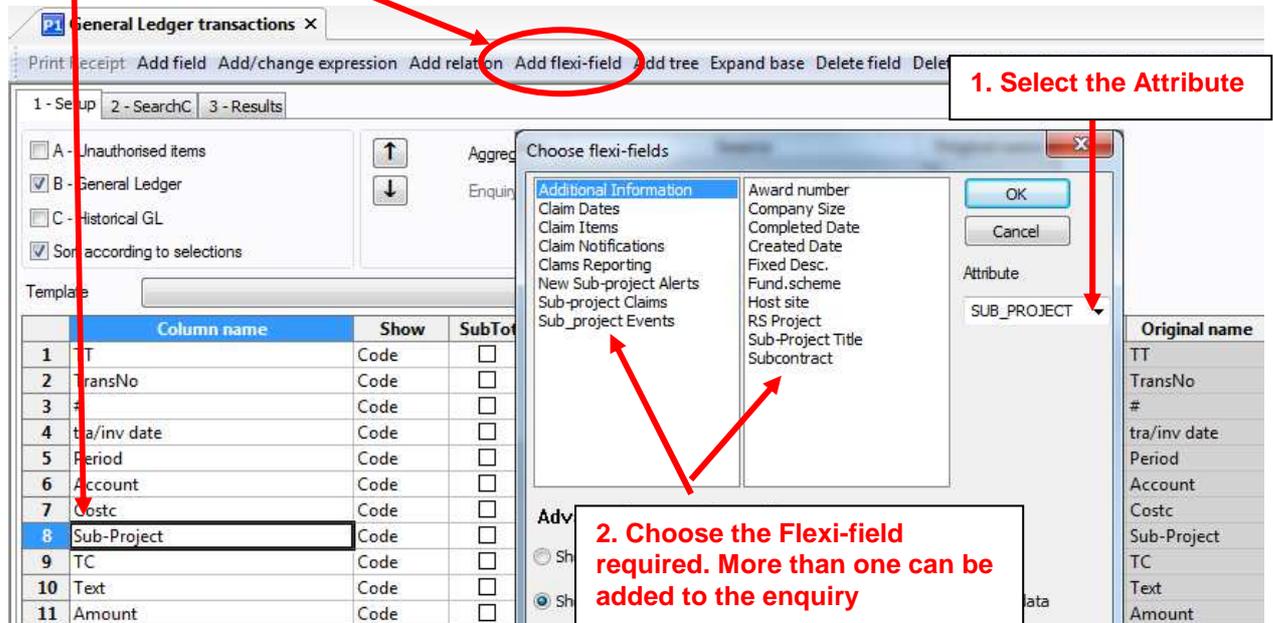
ACCOUNT	
<u>Relation</u>	<u>Description</u>
MAINBUD	Main Budget Heading
RESBUD	Research Budget Heading
<u>COST CENTRE</u>	
<u>Relation</u>	<u>Description</u>
College	College
Schools	Schools
Subjects	Subjects

ENQ5.2: Flexi-Fields

Depending when setting up an attribute (Sub-Project only) additional info can also be added to the attribute. The information required to set up these attributes can also be used in a Browser type only enquiries. They are known as flexi-fields. Within Agresso enquiries there is the option to add flexi-fields to an enquiry depending on the column name (Sub-Project only). This flexi-field can appear in your results, or, be used in your search criteria

Please see below the flexi-field available from different attributes.

- Click on the Sub-Project to add a flexi-field
- Select Add flexi-field from the Tools menu. The following screen appears:



1. Select the Attribute

2. Choose the Flexi-field required. More than one can be added to the enquiry

The Flexi-fields contain relevant information which is used in Research Sub-projects. They are mainly used by the Research section within the Finance Office.

Example of relevant Flexi-fields

FLEXI-FIELD	
Events	Actual_Start_date for LTD Sub-Projects start date
Events	Actual_End_date for LTD Sub-Projects start date
Additional Information	Sub-Project Title