



FIN1050 - Expenditure and Liquidation Journal

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The report displays a list of all checks posted for a specified period. It is sorted by fund and separates the computer- and district-written checks. Use this report to verify transactions prior to closing the accounting period. The contra account totals on the report display in the general ledger as disbursement offsets (2111, 1111) and liquidation offsets (4310) in each fund. For deferred checks that have been reversed, the check number is blank.

The report prints either by the due date or the check transaction date, depending upon the data entered in the Date to be used field on the Finance Options tab. Report information is displayed based on the masked account codes set in the User Profiles table for the logged-on user.

Parameter	Description
Accounting Period Current (C), Next (N), 01-12	C - Include the current year accounting period on the report. N - Include the next year accounting period on the report. 01-12 - Include a specific accounting month (e.g., 09) on the report. This is a required field.
Select Fund(s), or blank for ALL	Type the three-digit fund number separating multiple fund numbers with a comma (e.g., 161 / 8,199 / 8). Or, click  to search for funds/years. Otherwise, leave blank to use all fund numbers.
From Date (MMDDYYYY), or blank for ALL	Type the from date in the MMDDYYYY format, or leave blank to use all from dates.
To Date (MMDDYYYY), or blank for ALL	Type the to date in the MMDDYYYY format, or leave blank to use all to dates.
Enter the Starting Accounting Period for the Finance Fiscal Year	If users type a specific month in the Accounting Period Current (C), Next (N), 01-12 parameter, they must also enter either 07 or 09 to indicate the first month of the Finance fiscal year.

[Generate the report.](#)