Midyear Reports

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Midyear Reports

State Reporting > Reports > Midyear

> The Midyear reports are used to verify that data in the State Reporting tables is correct for the midyear submission.

Run a report:

❑ Click a report title to generate the report.

Finance Report Group:

- **Actual Detail - XXX0** - Displays data from Maintenance > Mid Year > Finance Actual.
- **Actual Recap - Class/Fund/Yr** - Displays data from Maintenance > Mid Year > Finance Actual.
- **Actual Summary - XX00** - Displays data from Maintenance > Mid Year > Finance Actual.
- **Actual Summary - XXX0** - Displays data from Maintenance > Mid Year > Finance Actual.
- **SSA Actual** - Displays data from Maintenance > Mid Year > SSA Actual.

Organization Report Group:

- **Campus - Prior Year** - Displays data from Maintenance > Organization > Prior Year Campuses.
- **Shared Services - Prior Year** - Displays data from Maintenance > Organization > Prior Year SSA.

Review, save, and/or print the report.

Review the report using the following buttons:

Click [First] to go to the first page of the report.
Click ◀ to go back one page.
Click ▶ to go forward one page.
Click [Last] to go to the last page of the report.

The report can be viewed and saved in various file formats.

Click [icon] to save and print the report in PDF format.
Click [icon] to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included.
Click [icon] to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.

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