

Expenses

Expenses Overall

This is the Dashboard

Year: 2015;2016 [button]

Manager: --Select Value-- [button]

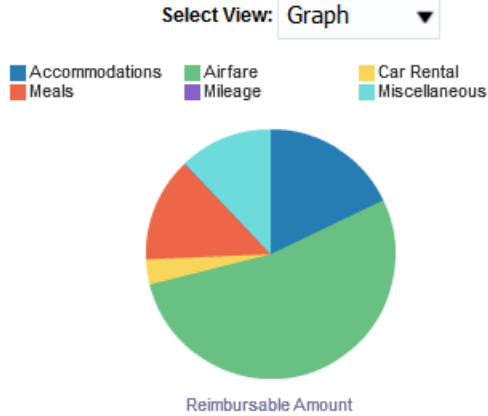
Project Number: --Select Value-- [button]

Task Number: --Select Value-- [button]

[Reset [button]]

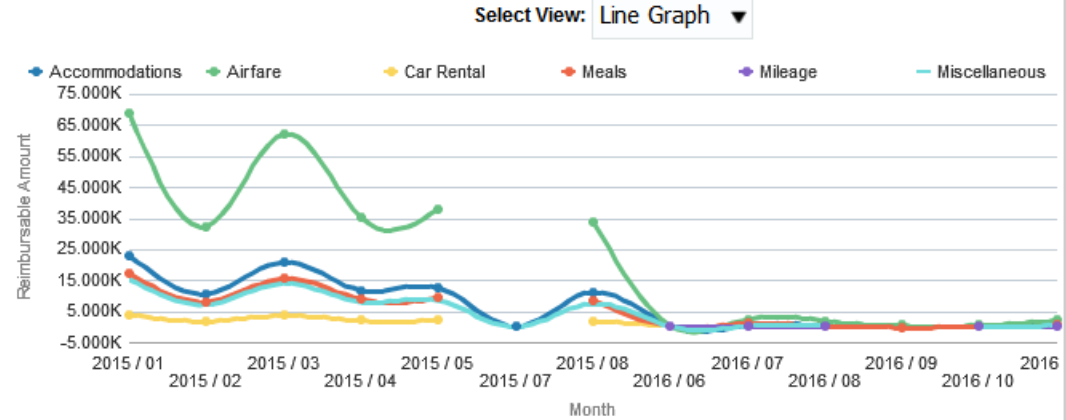
Expense Cost by Category

Time run: 23/12/16 17:00



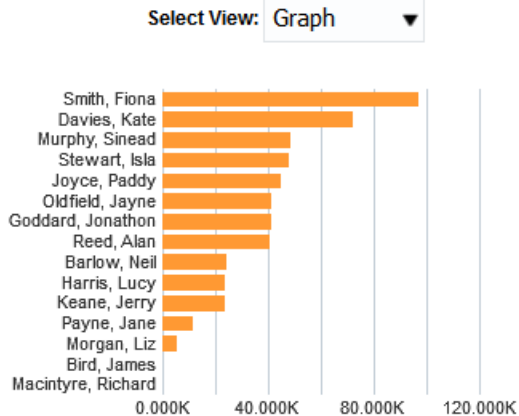
Expense Cost Trend by Category

Time run: 23/12/16 17:00



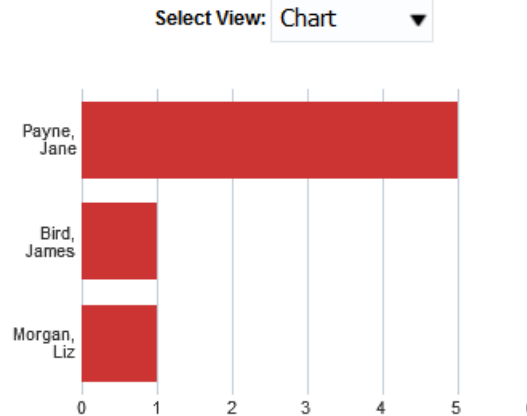
Top Spenders

Time run: 23/12/16 17:00



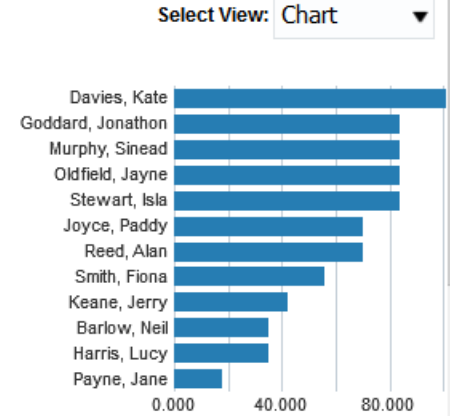
Top Policy Violators

Time run: 23/12/16 17:00



Top Late Filers

Time run: 23/12/16 17:00



Expenses

Expenses Overall



Year

2015;2016

Manager

--Select Value--

Project Number

--Select Value--

Task Number

--Select Value--

Reset

Expense Cost by Category

Time run: 23/12/16 17:00

Select View: Graph

Accommodations Airfare Car Rental Meals Mileage Miscellaneous



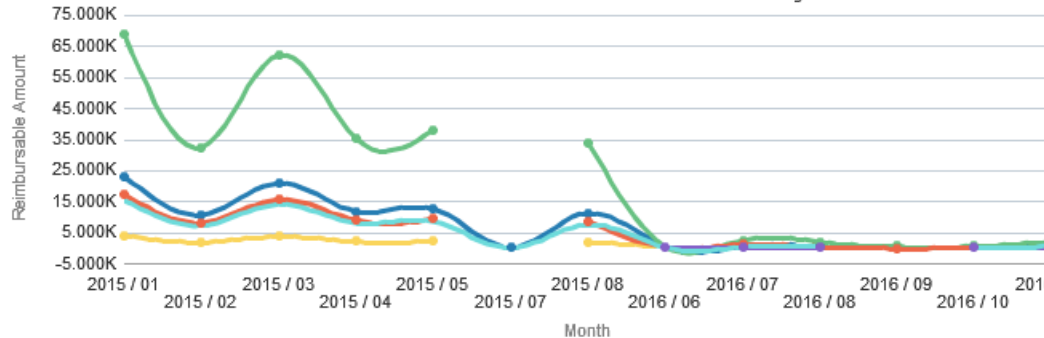
Reimbursable Amount

Expense Cost Trend by Category

Time run: 23/12/16 17:00

Select View: Line Graph

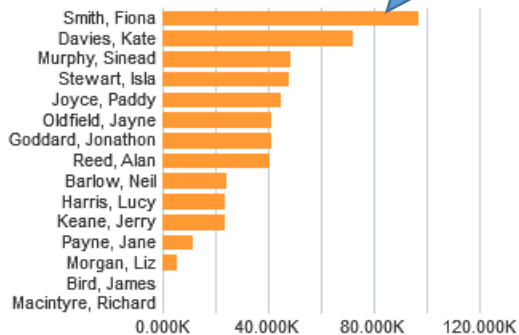
Accommodations Airfare Car Rental Meals Mileage Miscellaneous



Top Spenders

Time run: 23/12/16 17:00

Select View: Graph

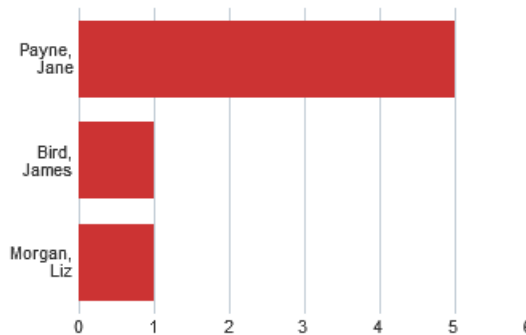


Most Reports are drillable

Policy Violators

Time run: 23/12/16 17:00

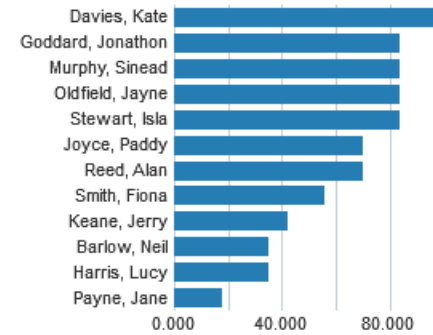
Select View: Chart



Top Late Filers

Time run: 23/12/16 17:00

Select View: Chart



Expenses

Expenses Overall



Year

2015;2016

Manager

--Select Value--

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Reset

Expense Cost by Category

Time run: 23/12/16 17:00

Select View: Graph

Accommodations Airfare Car Rental Meals Mileage Miscellaneous



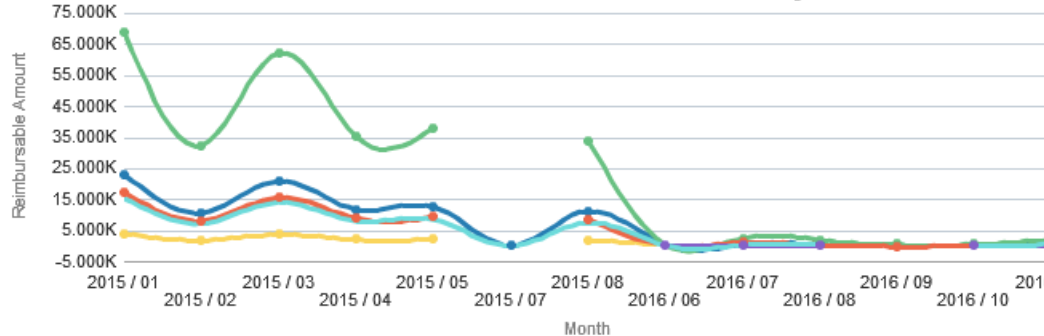
Reimbursable Amount

Expense Cost Trend by Category

Time run: 23/12/16 17:00

Select View: Line Graph

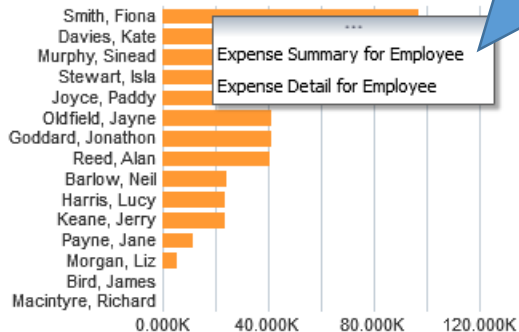
Accommodations Airfare Car Rental Meals Mileage Miscellaneous



Top Spenders

Time run: 23/12/16 17:00

Select View: Graph

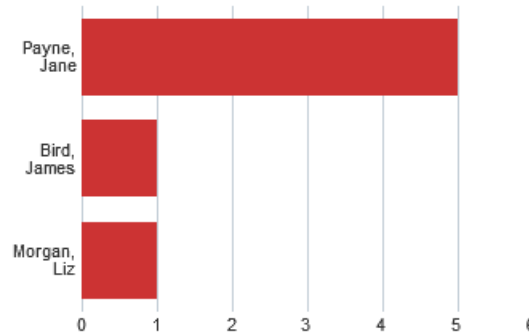


Expense Summary for Employee
Expense Detail for Employee

Pick the required drill path

Top Approvals

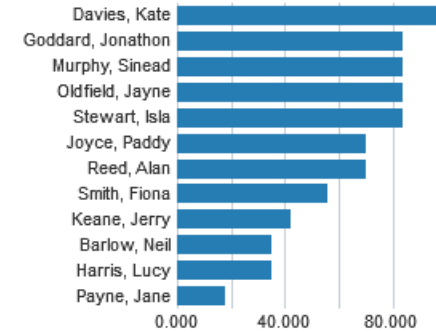
Select View: Chart



Top Late Filers

Time run: 23/12/16 17:00

Select View: Chart



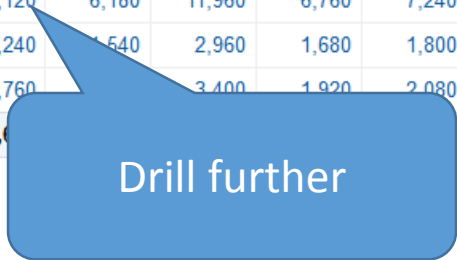
Expenses

Expense Summary for Employee

Time run: 23/12/16 17:02

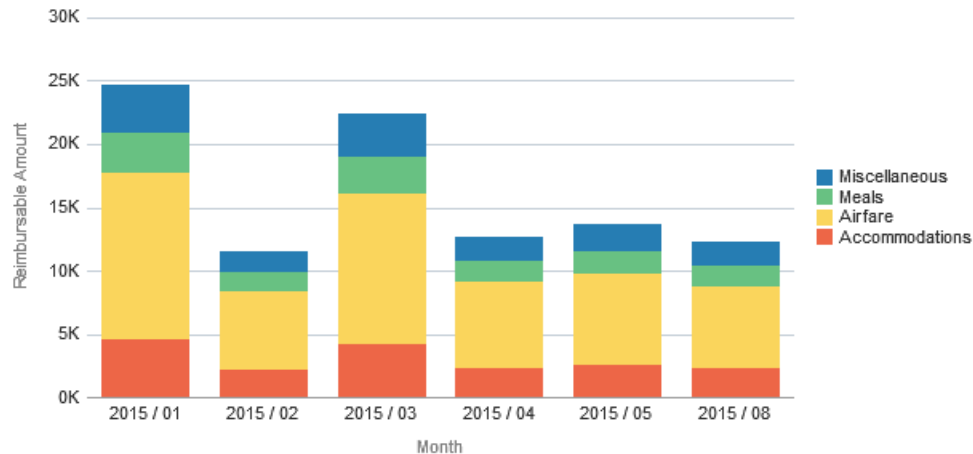
Employee Name: Smith, Fiona

Expense Category	Reimbursable Amount						Total
	2015 / 01	2015 / 02	2015 / 03	2015 / 04	2015 / 05	2015 / 08	
Accommodations	4,560	2,120	4,120	2,340	2,500	2,240	17,880
Airfare	13,120	6,180	11,960	6,760	7,240	6,500	51,760
Meals	3,240	1,540	2,960	1,680	1,800	1,620	12,840
Miscellaneous	3,760	1,400	3,400	1,920	2,080	1,880	14,780
Total	24,000	11,740	32,860	13,700	13,600	12,240	97,260



Employee Name Smith, Fiona

Reimbursable Amount



Calendar Year is equal to 2015, 2016
 and Calendar Year is equal to 2015, 2016
 and Reimbursable Amount is not equal to / is not in 0
 and Employee Name is equal to / is in Smith, Fiona
 and Employee Name is equal to / is in Smith, Fiona

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Expenses

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James Bird

Expense Detail for Employee

Time run: 23/12/16 17:05

Employee Name: Smith, Fiona

Report-level detail

Expense Report Number	Report Submission Date	Report Status	Expense Category	Date	Expense Type	Merchant Name	Expense Description	Justification	Reimbursable Amount
W15080	11/06/15	Rejected	Airfare	20/01/15	Airfare		Airfare	Airfare	3,320
Report Total:									3,320
W15200	11/06/15	Rejected	Airfare	20/01/15	Airfare		Airfare	Airfare	3,320
Report Total:									3,320
W15067	11/06/15	Rejected	Airfare	09/01/15	Airfare		Airfare	Airfare	3,240
Report Total:									3,240
W15187	11/06/15	Rejected	Airfare	09/01/15	Airfare		Airfare	Airfare	3,240
Report Total:									3,240
Grand Total									13,120

Calendar Year is equal to 2015, 2016
and Calendar Year is equal to 2015, 2016
and Reimbursable Amount is not equal to / is not in 0
and Expense Category is equal to / is in Airfare
and Month is equal to / is in 2015 / 01
and Employee Name is equal to / is in Smith, Fiona
and Employee Name is equal to / is in Smith, Fiona

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