

# **How to access Project Spend Information using SSC**

In SSC, select “MI STFC PA Projects”  
(stands for *Management Information STFC Project Accounting*).

The screenshot shows the Oracle Applications Home Page for Research Councils UK. The page includes a header with the logo, a 'Worklist' section with a table of recent transactions, and a 'Navigator' section with a list of responsibilities. A red oval highlights the 'MI STFC PA Projects (read only)' responsibility in the Navigator list.

**RESEARCH COUNCILS UK**

Oracle Applications Home Page

**Worklist**

Full List

Previous 1-5 Next 5

Subject	Sent
<a href="#">Expense OIE157347 (356.55 GBP) has been approved</a>	27-Apr-2011
<a href="#">Expense OIE167108 (417.07 GBP) has been approved</a>	25-May-2011
<a href="#">Service Request 715584 created with you as a contact</a>	25-May-2011
<a href="#">Expense OIE170513 for Harder, Kristian (362.84 GBP)</a>	01-Jun-2011
<a href="#">Expense OIE170574 for Harder, Kristian (191.10 GBP)</a>	01-Jun-2011

✓ TIP [Out of Office Rules](#) - Redirect or auto-respond to notifications.

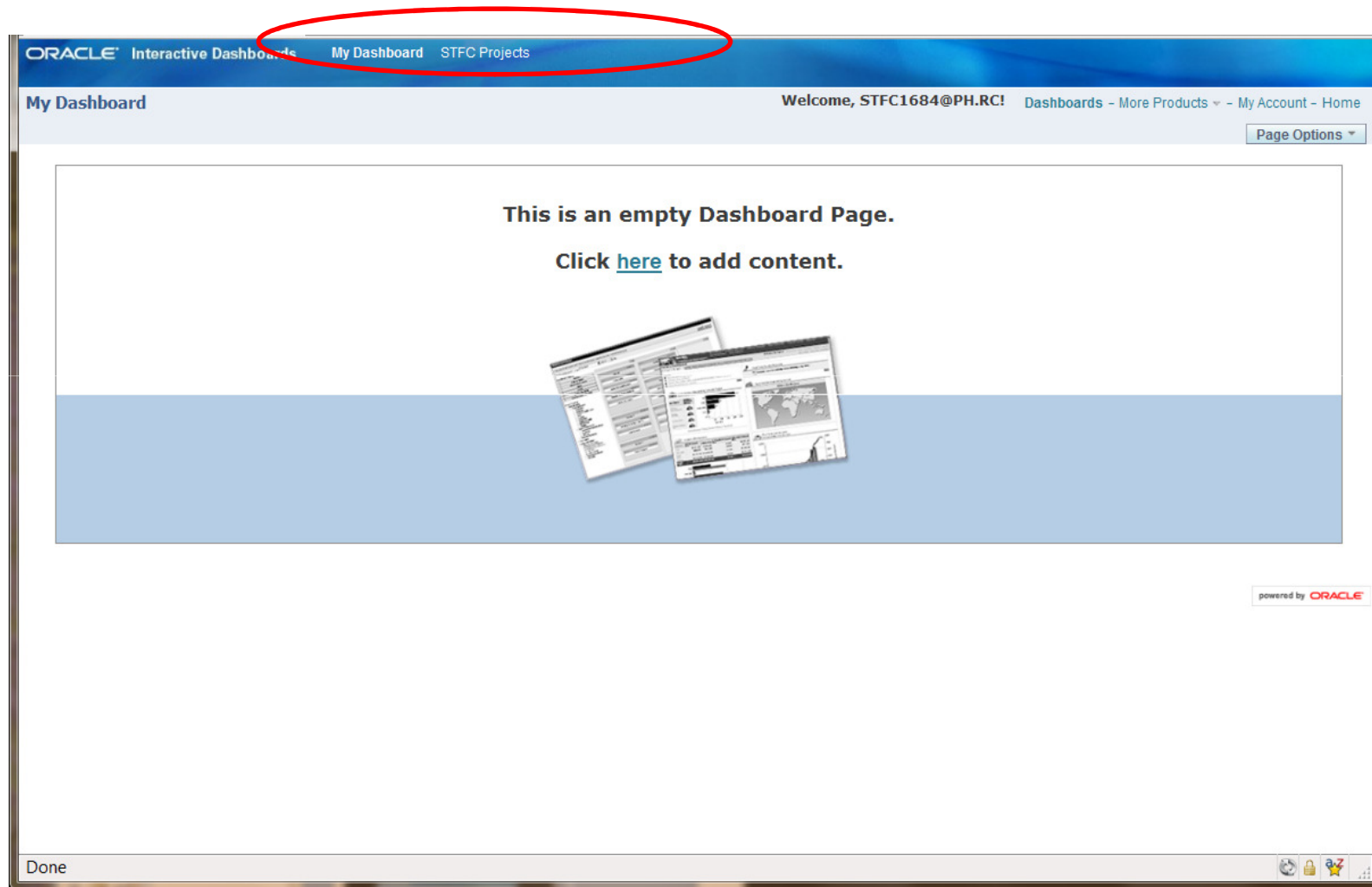
**Navigator**

- iSupport Employee User
- MI STFC GL Enquiry & Report (read only)
- MI STFC PA Projects (read only)**
- Preferences SSWA
- RCUK iRecruitment Employee Candidate
- RCUK iRecruitment Manager
- RCUK Learning Manager
- RCUK Learning Self-Service
- RCUK Self-Service Employee
- RCUK Self-Service Manager
- RCUK User Provisioning Manager
- STFC iExpenses User
- STFC iProcurement Receiving
- STFC iProcurement User
- STFC OTL Timecards

Please select a responsibility.

[https://ebs.ssc.rcuk.ac.uk/OA\\_HTML/OA.jsp?OAFunc=FND\\_WFNTF\\_DETAILS&NtfId=14199260&addBreadCrumb=Y&retain](https://ebs.ssc.rcuk.ac.uk/OA_HTML/OA.jsp?OAFunc=FND_WFNTF_DETAILS&NtfId=14199260&addBreadCrumb=Y&retain)

Click on small (!!!) “STFC Projects” link at top of page.  
*Warning: easy to miss this !*



Select tab “Project Task & Performance”.

Then in blue box, specify your project number(s) (via “...” button)

If you are unsure of your project number, you can instead search by project name, e.g. for projects with “CMS” in the name.

Also specify the time period you want to cover.

ORACLE Interactive Dashboards My Dashboard STFC Projects

STFC Projects Welcome, STFC1684@PH.RC! Dashboards - More Products - My Account - Home

Budget, Actual & Forecast **Project Performance** **Project and Task Perf.** Transactions OTL Effort and Costs OTL Timesheets Revenue Detail AR Detail by Project Project Encumbrances Purchases Page Options

Note that OBIEE does **not** list entities like projects and people **when there are no transactions** relevant to that report. That also applies to selections - **entities with no transactions in the subject area do not even appear** in the selection lists in the Prompt.

Project Business Unit Name  
'STFC - Opera' ...

Project Number Project Name Project Manager Name  
'STAK00006' ...

Project Type Code Project Status Code Project Organization Name  
'STFC Capital' ...

Task Number Task Name  
... ..

Primary Customer Name Supplier Name Resource Type Incurred by Person Name  
... ..

Fiscal Year Fiscal Period Date  
'2010' ... Between ... and ...

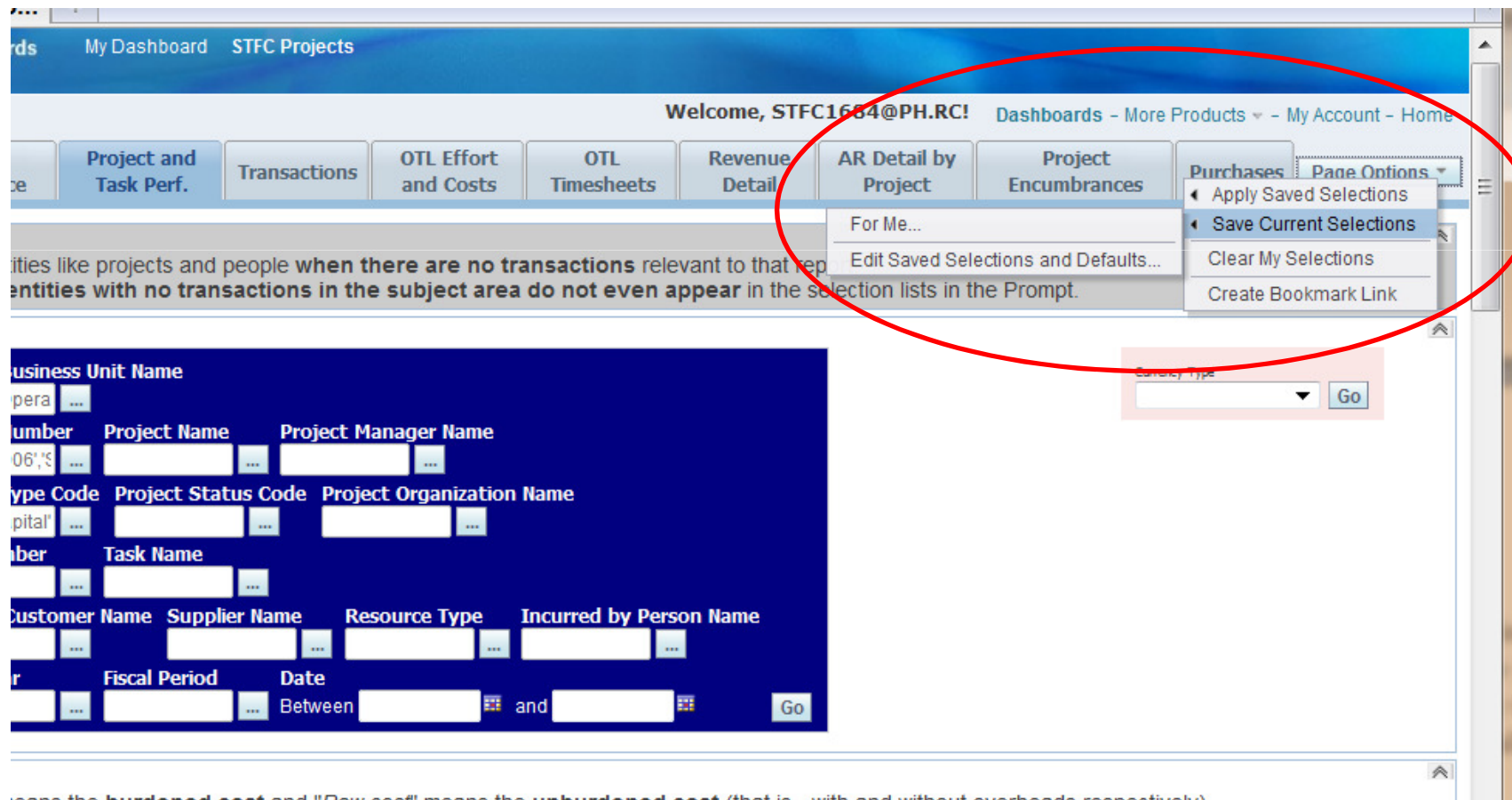
Currency Type  
Go

"Cost" means the **burdened cost** and "Raw cost" means the **unburdened cost** (that is - with and without overheads respectively)  
"EAC" means **Estimate At Completion** but is in fact the **forecast**, which may be monthly right to the end of the project.

Not all prompts are used by all reports - only those that are relevant. So, for example, "Supplier Name" is used on transaction reports and "Primary Customer Name" on revenue ones.

Project and Task Performance

The first time you do this, it is a good idea to click on **Page Options** → **Save Current Selections**. This lets you save the parameters in the blue box. You can save several different sets of parameters, each with a different key name, that you can recover using **Page Options** → **Apply Current Selections**. You can make one of them your “default”.



At the bottom of the page, spend in pounds on all projects will be shown.

- Warning: credits are shown as numbers in brackets “(493.15)”, not negative numbers.
- Ensure that “Select Cost Type” = “Cost” to include overheads.
- Click on any number in the right-hand column to get a detailed spend breakdown for that task.
- Clicking “download” at page bottom lets you save it to Excel/ASCII.

**Project Business Unit Name**  
 'STFC - Opera' ...  
**Project Number** 'STAK00006' ... **Project Name** ... **Project Manager Name** ...  
**Project Type Code** 'STFC Capital' ... **Project Status Code** ... **Project Organization Name** ...  
**Task Number** ... **Task Name** ...  
**Primary Customer Name** ... **Supplier Name** ... **Resource Type** ... **Incurred by Person Name** ...  
**Fiscal Year** '2010' ... **Fiscal Period** ... **Date** Between ... and ... Go

Currency Type  
 Go

"Cost" means the **burdened cost** and "Raw cost" means the **unburdened cost** (that is - with and without overheads respectively)  
 "EAC" means **Estimate At Completion** but is in fact the **forecast**, which may be monthly right to the end of the project.

Not all prompts are used by all reports - only those that are relevant. So, for example, "Supplier Name" is used on transaction reports and "Primary Customer Name" on revenue ones.

**Project and Task Performance**

Currency Code : GBP

Select Cost Type Cost

Project Number	Project Name	Project Type Code	Project Status Code	Project Organization Name	Task Number	Task Name	Task Organization Name	Project Manager Name	Currency Code	People Effort	Cost
STAK00006	Compact Muon Solenoid (CMS)	STFC Indirect Burden	ACTIVE	STFC - P Construction	03.02.01	CMS ECAL Brunel In House FK62400	STFC - P SP Particle Physics	Medland, Mr Antony Charles (Tony)	GBP		(493.15)
STAK00006	Compact Muon Solenoid (CMS)	STFC Indirect Burden	ACTIVE	STFC - P Construction	03.02.03	CMS ECAL VPTS FK63100	STFC - P SP Particle Physics	Medland, Mr Antony Charles (Tony)	GBP		582.73
STAK00006	Compact Muon Solenoid (CMS)	STFC Indirect Burden	ACTIVE	STFC - P Construction	03.02.04	CMS ECAL DEE ELECTRONICS HARDWARE FK64200	STFC - P SP Particle Physics	Medland, Mr Antony Charles (Tony)	GBP		92.05
STAK00006	Compact Muon Solenoid (CMS)	STFC Indirect Burden	ACTIVE	STFC - P Construction	03.02.05	CMS ECAL Other Prototypes FK67400	STFC - P SP Particle Physics	Medland, Mr Antony Charles (Tony)	GBP		(38.11)

Done

Detailed spend on specific task. For each item, cost shown is in pounds. (Quantity can indicate spend in foreign currency - unreliable). Clicking on “cost” of an individual item can display slightly more info for it. See next slide ...

Cost by project and resource ...

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STFC Projects Welcome, STFC1684@PH.RC!

Cost by project and resource type

Currency Code : GBP

Select Cost Type Cost

Project Number	Task Number	Currency Code	Resource Type	Fiscal Period	Trans ID	Quantity	UOM	Cost
STAK00006	03.02.18	GBP	Building Rents	Mar-2011	4989122	19,472.31	GBP	19,472.31
STAK00006	03.02.18	GBP	Income - Credit	Mar-2011	4720284	(1,503.74)	GBP	(1,503.74)
STAK00006	03.02.18	GBP	Income - Credit	Mar-2011	4720294	(1,486.57)	GBP	(1,486.57)
STAK00006	03.02.18	GBP	Income - Credit	Mar-2011	4918546	(2,321.89)	GBP	(2,321.89)
STAK00006	03.02.18	GBP	Other Bought In Services	Mar-2011	4803931	46.19	GBP	46.19
STAK00006	03.02.18	GBP	Other Bought In Services	Mar-2011	4803932	(57.72)	GBP	(57.72)
STAK00006	03.02.18	GBP	Other Bought In Services	Mar-2011	4918512	207.68	GBP	207.68
STAK00006	03.02.18	GBP	Other Bought In Services	Mar-2011	4932500	(69.31)	GBP	(69.31)
STAK00006	03.02.18	GBP	Overseas Experiments	Apr-2010	159696	(241.72)	GBP	(241.72)
STAK00006	03.02.18	GBP	Overseas Experiments	Apr-2010	159698	(433.72)	GBP	(433.72)
STAK00006	03.02.18	GBP	Overseas Experiments	Apr-2010	159701	1,349.02	GBP	1,349.02
STAK00006	03.02.18	GBP	Overseas Experiments	May-2010	166985	663.49	GBP	663.49
STAK00006	03.02.18	GBP	T&S (Overseas) Non-staff	Mar-2011	4055039	486.16	GBP	486.16
STAK00006	03.02.18	GBP	T&S (Overseas) Non-staff	Mar-2011	4669175	379.35	GBP	379.35
STAK00006	03.02.18	GBP	T&S (UK) Non-staff	Mar-2011	3975765	85.42	GBP	85.42
STAK00006	03.02.18	GBP	T&S O'seas-Accommodation	Apr-2010	159695	14,735.49	GBP	14,735.49
STAK00006	03.02.18	GBP	T&S O'seas-Accommodation	Apr-2010	159697	(14,516.88)	GBP	(14,516.88)
STAK00006	03.02.18	GBP	T&S O'seas-Accommodation	Oct-2010	958844	618.65	GBP	618.65
STAK00006	03.02.18	GBP	T&S O'seas-Accommodation	Oct-2010	989665	897.69	GBP	897.69
STAK00006	03.02.18	GBP	T&S O'seas-Accommodation	Dec-2010	3196195	113.28	GBP	113.28
STAK00006	03.02.18	GBP	T&S O'seas-Accommodation	Mar-2011	3993927	119.28	GBP	119.28
STAK00006	03.02.18	GBP	T&S O'seas-Accommodation	Mar-2011	4884022	118.53	GBP	118.53
STAK00006	03.02.18	GBP	T&S O'seas-Flights	Nov-2010	1052277	1,764.57	GBP	1,764.57
STAK00006	03.02.18	GBP	T&S O'seas-Flights	Nov-2010	1059256	160.00	GBP	102.07
STAK00006	03.02.18	GBP	T&S O'seas-Flights	Dec-2010	3196193	196.79	GBP	196.79
STAK00006	03.02.18	GBP	T&S O'seas-Flights	Mar-2011	3993902	408.81	GBP	408.81
STAK00006	03.02.18	GBP	T&S O'seas-Flights	Mar-2011	3993903	(408.81)	GBP	(408.81)
STAK00006	03.02.18	GBP	T&S O'seas-Flights	Mar-2011	3993910	255.50	GBP	255.50

Done

Details for an individual item of expenditure.  
 It says which person spent the money on which date.

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**Detailed Cost by project**

Currency Code : GBP  
 Select Cost Type

Project Number	Task Number	Currency Code	Date	Fiscal Date	Fiscal Period	Resource Type	Incurred by Person Name	Supplier Name	Trans Id	Quantity	UOM	Raw Cost
STAK00006	03.02.24	GBP	25/05/2010	29/06/2010	Jun-2010	T&S O'seas-Accommodation	Tomalin, Doctor Ian Richard (Ian)	Unspecified	78688	326.00	GBP	326.00
<b>Grand Total</b>										<b>326.00</b>		<b>326.00</b>

Project Number is equal to **STAK00006**  
**and** Task Number is equal to **03.02.24**  
**and** Resource Type is equal to **T&S O'seas-Accommodation**  
**and** Incurred by Person Name is equal to **Tomalin, Doctor Ian Richard (Ian)**  
**and** Project Name is equal to **Compact Muon Solenoid (CMS)**  
**and** Project Type Code is equal to **STFC Indirect Burden**  
**and** Project Organization Name is equal to **STFC - P Construction**  
**and** Task Organization Name is equal to **STFC - P SP Particle Physics**  
**and** Fiscal Year is equal to **2010**  
**and** Project Status Code is equal to **ACTIVE**  
**and** Fiscal Period is equal to **Jun-2010**  
**and** Project Manager Name is equal to **Medland, Mr Antony Charles (Tony)**  
**and** Task Name is equal to **CMS Travel RAL/PPD/DAQ FK70700**

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**More expert stuff ...**

If you think one person is spending too much money, you can enter their name in “Incurred by Person Name” (if person has SSC record) or “Supplier Name” (if not).  
 Warning: If I book a flight to Hawaii, SSC may record that the travel agent spent the money, not me, so this information is incomplete.

The screenshot shows the Oracle Interactive Dashboards interface for STFC Projects. The top navigation bar includes 'ORACLE Interactive Dashboards', 'My Dashboard', and 'STFC Projects'. The main header displays 'Welcome, STFC1684@PH.RC!' and navigation links for 'Dashboards - More Products', 'My Account', and 'Home'. A menu bar contains various report categories: 'Budget, Actual & Forecast', 'Project Performance', 'Project and Task Perf.', 'Transactions', 'OTL Effort and Costs', 'OTL Timesheets', 'Revenue Detail', 'AR Detail by Project', 'Project Encumbrances', 'Purchases', and 'Page Options'. Below the menu is a note: 'Note that OBIEE does not list entities like projects and people when there are no transactions relevant to that report. That also applies to selections - entities with no transactions in the subject area do not even appear in the selection lists in the Prompt.' The main content area features a search prompt with several fields: 'Project Business Unit Name' (set to 'STFC - Opera'), 'Project Number' (set to 'STAK00006'), 'Project Name', 'Project Manager Name', 'Project Type Code' (set to 'STFC Capital'), 'Project Status Code', 'Project Organization Name', 'Task Number', 'Task Name', 'Primary Customer Name', 'Supplier Name', 'Resource Type', 'Incurred by Person Name', 'Fiscal Year' (set to '2010'), 'Fiscal Period', and 'Date' (with 'Between' and 'and' operators). A red circle highlights the 'Supplier Name' and 'Incurred by Person Name' fields. To the right of the prompt is a 'Currency Type' dropdown menu with a 'Go' button. Below the prompt is a note: '"Cost" means the burdened cost and "Raw cost" means the unburdened cost (that is - with and without overheads respectively) "EAC" means Estimate At Completion but is in fact the forecast, which may be monthly right to the end of the project. Not all prompts are used by all reports - only those that are relevant. So, for example, "Supplier Name" is used on transaction reports and "Primary Customer Name" on revenue ones.' The bottom of the screen shows the report title 'Project and Task Performance'.

Select tab “Budget, Actual & Forecast”. Then in blue box, specify your project number(s) and date.

- Will show revenue: STFC grants (“Current Budget Cost”) broken down into travel, M&O ... (corresponding to your STFC outturn forecast) + external revenue (“Current Budget Revenue”).

Not yet working. Should be fixed by ~August.

- Shows spend broken down by “Resource Type” instead of task number. May help understanding where your money is going.

Budget, Actual & Forecast | Project Performance | Project and Task Perf. | Transactions | OTL Effort and Costs | OTL Timesheets | Revenue Detail | AR Detail by Project | Project Encumbrances | Purchases

Note that OBIEE does **not** list entities like projects and people when there are **no transactions** relevant to that report. That also applies to selections - **entities with no transactions in the subject area do not even appear** in the selection lists in the Prompt.

**Project Business Unit Name**  
 STFC - Opera

**Project Number** STAK00006;S  
**Project Name**  
**Project Manager Name**

**Project Type Code** STFC Capital  
**Project Status Code**  
**Project Organization Name**  
**Primary Customer Name**

**Task Number**  
**Task Name**  
**Resource Type**

**Fiscal Year** 2010  
**Fiscal Period**  
**Date** Between and

Go

Currency Type: Go

“Cost” means the **burdened cost** and “Raw cost” means the **unburdened cost** (that is - with and without overheads respectively)  
 “EAC” means **Estimate At Completion** but is in fact the **forecast**, which may be monthly right to the end of the project.

Not all prompts are used by all reports - only those that are relevant. So, for example, “Supplier Name” is used on transaction reports and “Primary Customer Name” on revenue ones.

[Click here for a similar report which includes Cost and Revenue variances for Budget-Forecast and Budget-Actuals](#)  
[Actual, Budget and Forecast by Project with Variances](#)

**Actual, Budget and Forecast by Project**  
 Click on Cost or Raw Cost figure to see more detail.

Currency Code : GBP

Project Number	Project Name	Currency Code	Primary Customer Name	Project Organization Name	Resource Type	Current Budget Revenue	Current EAC Revenue	Revenue Amount	Current Budget Cost	Current EAC Cost	Cost	Raw Cost
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	Secondments						1,713.86	1,713.86
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	T&S (Overseas) Non-staff						2,901.18	2,901.18
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	T&S (UK) Non-staff						1,233.68	1,233.68
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	T&S Antarctic				393,000.00			
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	T&S O'seas-Accommodation						10,390.38	10,390.38
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	T&S O'seas-Flights						17,873.00	17,873.00
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	T&S O'seas-Mileage						188.00	188.00
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	T&S O'seas-Other Charges						266,669.22	266,669.22
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	T&S O'seas-Parkg Tolls Congest						190.34	190.34
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	T&S O'seas-Public Transport						3,024.56	3,024.56
STAK00006	Compact Muon Solenoid (CMS)	GBP	Unspecified	STFC - P Construction	T&S O'seas-Subsistence						6,736.94	6,736.94

Select tab "Purchases". Then in one of blue boxes, specify your project number(s) and date. Click "Go" and then click on link "STFC ... Details ..." under blue box.

- Shows details of Requisitions or Purchase Orders made by your project. (See Tim Durkin's talk)

**ORACLE** Interactive Dashboards My Dashboard STFC Projects

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Budget, Actual & Forecast Project Performance Project and Task Perf. Transactions OTL Effort and Costs OTL Timesheets Revenue Detail AR Detail by Project Project Encumbrances **Purchases**

This column is only about Purchase **Requisitions**.

Note that you **must** hit the Go button on the Prompt before running the linked report below. Otherwise it won't respond to your selections.

Ledger Name 'STFC' Project Type Code 'STFC Capital'

Project Number Task Number Task Name Cost Center Number

Purchase Requisition Number Supplier Name Purchase Requestor Name

Enterprise Year '2011' Enterprise Quarter Enterprise Period Go

Click here to see Requisition details  
[STFC Purchase Requisition Details by Project](#)

Note that OBIEE does **not** list entities like projects and people when there are **no transactions** relevant to that report. That also applies to selections - **entities with no transactions in the subject area do not even appear** in the selection lists in the Prompt.

This column is only about **Purchase Orders**.

Note that you **must** hit the Go button on the Prompt before running the linked report below. Otherwise it won't respond to your selections.

Ledger Name 'STFC' Project Type Code 'STFC Capital'

Project Number Task Number Task Name Cost Center Number

Purchase Order Number Purchase Requisition Number Purchase Requestor Name Supplier Name

Enterprise Year '2011' Enterprise Quarter Enterprise Period Go

Click here to see details of Purchase Orders.  
[STFC PO Details with encumbrances](#)

Note that **har purchase in linked to Pr** at the momen are recorded source system  
Click here to see Invoices.  
[STFC Purchases by Project](#)