# BUDGET

## RELEASE NOTES – SEPTEMBER 2016

This document explains new product enhancements added to the ADMINS Unified Community for Windows **Budget** system.

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# 1. REPORTS

## 1.1. MILL Rate Report

The Mill Rate Report provides a list of expenditure and revenue amounts for selected accounts based on the prior fiscal year general ledger mill rate indicator. This value is set on the **Ledgers ▶ Maintain Chart of Accounts Screen** via a radio button.  The prompt will allow the user to select included/excluded or all. It totals by the type if they are all are selected.



To run this report, select **Budget ▶ Maintenance ▶ Mill Rate Accounts Report**.
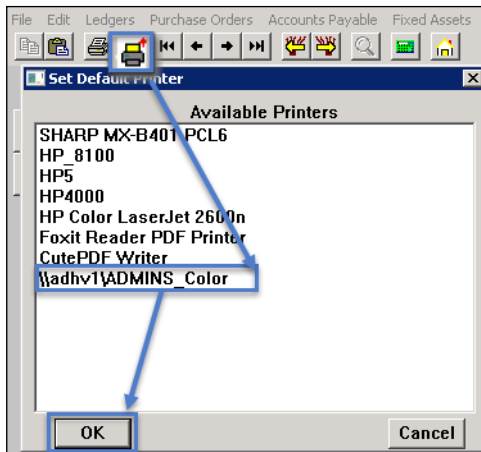


1. Enter the Budget Year
2. Enter the Fund on which you are reporting
3. Select the accounts included, excluded or all accounts
4. Choose the Run as method

[ADM-AUC-BU-3835]

## 2. SETTING DEFAULT PRINTERS [V9.2 SITES ONLY]



To allow AUC users to conveniently set their default printers, a new button has been added to all screens. Clicking this button lets the user select a default from a list of the **printers installed on the AUC server**.

Find this button next to the 🖨 **[Print]** button on the toolbar; click to display the available printers. Click on the desired printer and click on **[OK]** to set the default printer for use in your AUC session.

[ADM-AUC-SY-7792]

## 3. MENU AND TOOLBAR TIPS
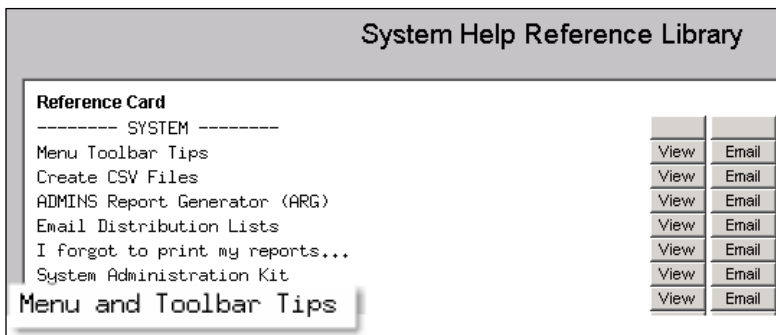


A reference card was updated to help acquaint the user with the menus and toolbars included in the AUC system. This reference card is available in all the Help Reference Libraries.

[ADM-AUC-SY-7991]

# 4. HELP REFERENCE LIBRARY

## 4.1.   New or Updated Documentation

The following new or updated documentation was added to the Help Reference Library.

- BUDGET                    Budget Processing
- SYSTEM                    Menu and Toolbar Tips