Deltek

Deltek Costpoint Enterprise Reporting 7.2.3

CER Report List

August 30, 2019

This edition published August 30, 2019.

Contents

Overview

Costpoint Enterprise Reporting 7.2.3 includes several dashboards such as the Executive and PM CP Performance Analytics dashboards, as well as reporting packages such as General Ledger and Costpoint Enterprise Reporting for Budgeting and Planning.

The different areas in dashboards and reporting packages in Costpoint Enterprise Reporting are:

Dashboards

- Executive
- Planning
- Projects
- Contracts

Reports

- Accounting
  - Accounts Receivable
  - Accounts Payable
  - General Ledger
  - Costpoint Enterprise Reporting for Fixed Assets
- Contracts
- Projects
  - Billing
- Planning
  - Costpoint Enterprise Reporting for Budgeting and Planning
- People
  - Costpoint Enterprise Reporting for Human Resources and Payroll (HR/PR)
- Materials
  - Purchasing
  - Costpoint Enterprise Reporting for Project Manufacturing
  - Costpoint Enterprise Reporting for Shop Floor Time
- Costpoint Enterprise Reporting for Costpoint Administration
- Incurred Cost Submission (ICS)
- Sarbanes-Oxley Internal Controls (SOX)

Dashboards

CER dashboards help you make better business decisions by providing useful data of your organization through visualization and reports.

Executive

The Executive area includes the Executive Dashboard for senior management that has operational metrics from Costpoint's Contract Management, General Ledger, Projects, and Accounts Receivable modules.

The Executive Dashboard has:

- Pipeline and Backlog: This area shows information about the number of opportunities and their corresponding values as well as funding and contract backlogs.
- Project Revenue, Expenses, and Profit: The information in these areas are categorized by owning organization and by project manager. This area displays the project revenue, expenses, and profit against budget by project or project type are also displayed.
- Accounts Receivable in and DSO: This area shows the outstanding accounts receivable and day sales outstanding by organization and by customer.
- Expense Analysis: This area shows information such as expenses by project classification and top expense type categories.
- Labor Analysis: This area displays labor hours and amount by project class and organization as well as by project classification.

Planning

The Planning package leverages the Costpoint Planning module.

Report Name	Description
PM Planning Performance Analytics Dashboard	This dashboard template is geared for review of projects where you can select a Project Manager, or only the authorized projects, depending on the security settings.
Org Mgr Planning Performance Analytics Dashboard	This dashboard is geared to roll up project information to the owning organization to see project performance, utilization, and other metrics as compared with plans.

Projects

The Projects dashboard leverages the Costpoint Projects domain.

Dashboard Name	Description
PM CP Performance Analytics Dashboard	This dashboard template is geared for review of projects where you can select a Project Manager, or only the authorized projects, depending on the security settings.
Org Mgr CP Performance Analytics Dashboard	This dashboard is geared to roll up project information to the owning organization to see project performance, utilization, and other metrics.

Contracts

The dashboards in Contracts leverage the Contract Management module in Costpoint.

Report Name	Description
Contracts Dashboard	This dashboard template shows the percentage completion of contracts based on a specified percentage amount.
Opportunity Dashboard	This dashboard displays data analytics in Costpoint Contract Management that includes a summary of the opportunity pipeline amounts and opportunity stages, and a list of opportunities based on specified pipeline stages.

Reports

CER offers reports that are designed to supplement information that you get for each Costpoint domain.

Accounting

Use the packages in Accounting to see your financial information and transactions such as ledgers, accounts receivable, and fixed assets.

Basic Information in the CER Package for Accounting

The Basic Information report package includes Customer Master Information for the Accounting domain.

Report Name	Description
Customer Master Information	The Customer Master Information report provides a list of customers with the relevant master file information. This report can be used as a drill through report from reports with a customer field.

Accounts Receivable

The Accounts Receivable area leverages the secured Accounts Receivable model that supports the Organization Security and Labor Suppression setup in Costpoint.

This folder contains the Accounts Receivable Aging Report which has the list of all unpaid or partially paid invoices based on the selections made on the prompt. Unlike the legacy version, improvements are incorporated such as the removal of the tabs on the prompt page.

Accounts Receivable in the CER Package

You will find the A/R Charts and Accounts Receivable Aging reports in the Accounts Receivable report package in the Costpoint Enterprise Reporting area.

Report Name	Description
A/R Charts	The A/R Charts is a management report that graphically represents the Accounts Receivable Aging data with drill through to the detail Accounts Receivable information.
Accounts Receivable Aging	The Accounts Receivable Aging report is a management report that provides a list of all unpaid or partially paid invoices; the report ages the amounts based on an option of

Report Name	Description
	invoice date or due date. The report contains drill through functionality that allows you to view more detailed information about the outstanding amounts.

Costpoint Enterprise Reporting for Fixed Assets

The Costpoint Enterprise Reporting for Fixed Assets contains the Fixed Assets Report. This report displays the total cost, accumulated depreciation, book value, and percentage of depreciation of fixed assets.

Basic Information in the CER Package for General Ledger

The Basic Information report package includes the Account List for the General Ledger domain.

Report Name	Description
Account List	This Account List report shows general ledger account master file information. It is one in a series of reports called master reports. This report provides a basic listing of the account structure.
Organization List	The Organization List report shows organization setup information, which allows you to review the organization structure set up in Costpoint. This report can also be used as a drill through target from other reports.
Reorganization Structure	The Reorganization Structure is a list report that shows reorganization setup information, which allows you to review the reorganization structure set up in Costpoint. This report can also be used as a drill through target from other reports.

General Ledger

The General Ledger area includes the General Ledger Detail Report and Trended Income Statement Report that leverage the secured General Ledger model.

Report Name	Description
General Ledger Detail	The General Ledger Detail report provides the details of the GL transaction information stored in Costpoint.
Trended Income Statement Report	The Income Statement is a management report that shows the profit and loss information by

Report Name	Description
	organization. You can view the income statement information for different periods.

General Ledger in the CER Package

Examples of the reports in the General Ledger report package are Balance Sheet and Income Statement.

Report Name	Description
Balance Sheet	The Balance Sheet is a management report that shows the balance sheet financial statement. You can view this report for any financial statement format selected and you can drill through from a financial statement line item into transactional detail for the accounts that make up that line item.
Cash Forecast	The Cash Forecast report provides cash forecast for up to 6 months, based on the cash forecasting information calculated within Costpoint. This information can be helpful in forecasting future cash sources and needs.
General Ledger Detail	The General Ledger Detail report provides the details of the GL transaction information stored in Costpoint. It can be used as a standalone report, or as a drill through target from several other reports providing expense-related information.
Income Statement	The Income Statement is a management report that shows the profit and loss information by organization. You can view this report for any financial statement format needed and you can drill through from a financial statement line item into transactional detail for the accounts that make up that line item.

Basic Information in the CER Package for Accounts Payable

The Basic Information report package includes the Vendor Employee for the Accounts Payable domain.

Report Name	Description
Vendor Employee	The Vendor Employee report provides a list of the vendor employees and related information stored in Costpoint. It can be used to validate

Report Name	Description
	vendor employee information and identify errors or obsolete vendor employees.
Vendor Master	This Vendor Master report provides basic vendor master file information in a form view. This report shows general vendor information in the top half of the report and address information in the bottom half. This report can be used as a drill through report from reports with a customer field.

Accounts Payable in the CER Package

Examples of the reports in the Accounts Payable report package are the 1009 Exception and Vendor History by EEOC Classification.

Report Name	Description
1099 Exception	The 1099 Exception report provides a list of the 1099 vendors that have missing or incomplete Tax IDs. This report should be run before the 1099s are printed to identify potential errors.
Vendor History by EEOC Classification	The Vendor History by EEOC classification report provides a list of the vendors and their classifications for those vendors who are designated as a Small Business (SB) in Costpoint. Amounts from the Accounts Payable area are spread across the classification columns to show activity. Federal Contractors can use this information to help complete forms SF 294 and SF 295.
Check Detail – Drill Thru Only	Drill Thru Only - AP
Posted PO Vouchers – Drill Thru Only	Drill Thru Only – AP
Voucher Detail – Drill Thru Only	Drill Thru Only – AP

Contracts

The Contracts folder has three areas: Dashboards, Packages, and Reports. This folder contains several reports, such as the Contract Backlog Report and Opportunity Current Pipeline Report.

Contract Reports

The reports in the Contracts area include report templates.

Report Name	Description
Contract Backlog Report	This report helps to determine how much money is left on each contract and whether action needs to be taken due to contract overruns. This report shows the remaining backlog value and percent complete for each contract.
Contract Vehicle Report	In this report, you will see how many task orders have been assigned to a specific vehicle and the total awarded values. This report shows all the task orders and values associated with specific contract vehicles, which is important for audits.
Opportunity Current Pipeline Report	This report shows a list of all current pipeline data so you can easily see what opportunities are being worked on, the weighted revenue, and probability of win for each.
Opportunity Win/Loss Report	This report shows won versus lost opportunities and the individual weighted revenue, as well as totals. This is important so you can determine if you are going after the right types of opportunities.
Opportunity Days Open Report	This report shows your won/lost opportunities and the number of days the opportunity was open. This report is useful because it allows you to analyze how much time you are spending on opportunities and see trends so you can identify if there are any concerning patterns.
Customer Inquiry	This report shows all Contacts, Opportunities, Contracts, Projects, and Activities related to a specific customer. This is important, for example, when working with a specific client and you need to see how much business you are doing with them including any current activities.

Projects

Use the Projects package to see the financial progress of your projects including revenue and expenses.

Projects

The Projects package leverages the data in Costpoint Projects. The Projects folder has three areas: Dashboards, Packages, and Reports.

Reports

The Reports folder contains report templates for Costpoint Projects.

Report Name	Description
Project Status Report	This report shows revenue, direct costs (labor and non-labor), indirect costs, and profitability by project. This report allows you to select any level of the project, account, and organization to be displayed. Drill-through links are available that provides more transactional detail for labor and non-labor charges, including voucher, purchase order, and requisition information. Commitment detail can also be accessed from a drill-through link on this report.
PSR Trending Analysis	This report shows how the pre-determined time analysis dimension can be used for trending PSR data in a report
PSR Template	This is a basic PSR with prompts.
Revenue Summary Report Template	This is a basic Revenue Summary with prompts.

Billing

The Billing report package includes reports such as Aged Open Billing Detail and Milestone Invoice.

Report Name	Description
Aged Open Billing Detail	The Aged Open Billing Detail report is used to age transaction detail items that have not been billed. This report identifies those projects that are not billing in a timely fashion and can help limit the amount of exposure for unbilled transactions. Aged Open Billing Detail is updated when transactions against billable projects are posted. The subperiod ending date is the basis for aging the unbilled transactions.

Report Name	Description
Milestone Invoice	The Milestone Invoice report renders the milestone/percent complete invoice, which can be used as a template to create customized standard invoices.
Pre-Bill Report	The Pre-Bill Report is used to review draft invoices and get a quick preview of the labor, non-labor, burdens, fees, over ceiling amounts, and retainage that are ready to be invoiced. As part of the pre-bill review process, you will have the ability to view the data in summary or in detail.
Standard Invoice with Backup	The Standard Invoice with Backup report renders the standard invoice with current billable amounts, units, and ACRN data, including supporting schedules. This format can be used as a template to create customized standard invoices.
Zero Rate Billing Exception Report	The Zero Rate Billing Exception report helps reduce the number of billing errors by providing a list of employees, grouped by project and labor category, with billing rates = $0. This information can help you determine if there is an error in the billing rate, before invoices are calculated.

Planning

Use the packages in Planning to supplement the standard reports in Costpoint Planning.

Costpoint Enterprise Reporting for Budgeting and Planning

The Costpoint Enterprise Reporting for Budgeting and Planning includes the Project Budgets report package. Samples of reports in this package are Labor Utilization and Labor Variance by PLC.

Report Name	Description
Burdened Labor Costs by Project	This report displays burdened labor costs charged or budgeted to the selected project, and variances of burdened labor costs against the budget for the Current Period, Year to Date, and Inception to Date timeframes.
Labor Utilization	This report shows the utilization by percentage for each employee showing forecasted

Report Name	Description
	utilization so that under/over staffing issues can be addressed earlier. A drill through report is included to reveal employee detail where needed.
Labor Variance by PLC	This report shows PLC actual and budget hours for any level of a single project. The report includes current period & YTD amounts.
Pending Charges Detail Report	This report shows the detail of labor, expense report, and other direct expenses that are in a pending state, that is, those charges that are not yet posted to the project.
Project Labor Hours Status	The report shows the number of hours spent on a project by employee, how many hours are planned and how many hours are left.
Project report with Labor Detail	The report shows a snapshot of a project with labor detail so a Project manager can get a quick understanding of the project, where it stands now, and where it is going.
Project Status Cost Summary	The report shows the status of multiple projects for a particular organization or multiple organizations so the user can understand how their projects are tracking against the budget.
Project Subcontractor Status	The report shows the status of subcontractors on a project: the ITD costs, commitments, total cost, total budget, and the balance remaining.
Real Time Project Status Report	This report will show the most current status of a project or group of projects versus the budget or Estimate to Complete. If you are entering your budgets and estimate to complete forecasts in the Costpoint Budgeting and Planning module and calculating the pending charges in that module, you can get a real-time status of projects. The report will include real-time calculations of your Revenue, Labor, Non-Labor, and Burdens compared to your most recent baseline budget or Estimate at Completion (EAC) forecast.
Revenue Forecast	This report shows forecasted revenue combining both Backlog and New Business projects to see what the revenue would look like if projects are won.

Report Name	Description
T&M Profitability	This report gives a project manager the understanding of how each employee on their T&M project is contributing to profit or compounding a loss for each hour charged.
Burdened Costs by Project Report	Drill Thru only
GL Detail - Drill Thru Only	Drill Thru only
Labor Detail - Drill Thru Only	Drill Thru only
BnP PSR Trending Analysis	This report shows how the predetermined time analysis dimension can be used for trending PSR data in a report. This is located in the Planning area.
PSR Report Template	This is a basic PSR with prompts. This is located in the Planning area.
Planning Revenue Summary Report Template	This is a basic Revenue Summary with prompts. This is located in the Planning area.

People

Use the package in People as an addition to the standard reports in the Costpoint People domain.

Basic Information in the CER Package for People

The Basic Information report package includes the Employee Basic Information for the People domain.

Report Name	Description
Employee Basic Information	The Employee Basic Information report shows employee basic information (excluding salary-related information). It is one in a series of master information reports. This report can also be used as a drill through target from other reports.

Costpoint Enterprise Reporting for Human Resources and Payroll

The Attrition and Retention Report and Employee Earnings Report are samples of what you can see in the Costpoint Enterprise Reporting for Human Resources and Payroll package.

HR

The HR package includes EEO-1 Worksheet, EEO-4 Worksheet, and other reports that are valuable in HR reporting.

Report Name	Description
Attrition and Retention	This report shows new hires and terminations for a given range of time, and the ratio to total count of employees.
EEO-1 Worksheet	This report will aid in completing the EEO-1 form and will show the count of employees for Job Categories and Race Codes.
EEO-4 Worksheet	This report will aid in completing the EEO-4 form and will show the count of employees for Job Categories, Race Codes, and Salary.
Employee Benefits Profile	This is an administrator report to show what benefits each employee has selected and other relevant benefits information.
Employee Change Report	This report shows the changes made to the employee basic info table for a given date range for a selected employee.
Employee Information	This report shows basic information for employees, sorted by Employee ID or Employee Name. This report allows the choice of columns to be displayed, such as annual amount, hourly rate, labor location, labor group, manager name, supervisor name, status code, hire/term dates, organization, and address.
New Hire / Termination	This report shows new hires and terminations for a given range of time by organization.
VETS-4212 Worksheet	This report aids in completing the EEO-1 form and shows the count of employees for job categories and veteran status.

Payroll

The Payroll report package includes the Employee Earnings and HR Payroll Labor Reconciliation Reports.

Report Name	Description
Employee Earnings	This report shows a complete view of all employees earning data that users can filter on payroll dates, employees, and company.
HR Payroll Labor Reconciliation	This report reconciles labor with employee earnings to prevent under or overpayments and compares the calculated Labor with the calculated Earnings to ensure there are no variances.

Materials

Use the packages in Materials to see information that supplements the standard reports in Costpoint for Project Manufacturing and Shop Floor Time.

Procurement

Buyer Requisition Worksheet and Requisitions Pending are examples of reports you can find in the Procurement package.

Report Name	Description
Buyer Requisition Worksheet	The Buyer Requisition Worksheet provides buyers with the critical information needed to make buying decisions. The buyer will be able to see past purchasing activity and approved vendor information for items listed on open, approved requisition.
Requisitions	The Requisition to Check Drill report is one in a series of reports that allows users to start with a requisition and see the related Purchase Order, Voucher, and Check information.
Requisitions Pending	The Requisitions Pending report gives buyers and purchasing managers the ability to see requisitions for which purchase orders have not yet been generated. It includes requisitions that are in a pending, in-approval, approved, or rejected status.
Requisition Detail – Drill Thru Only	Drill Thru Only – Procurement

Purchasing

The Purchasing report package in Costpoint Enterprise Reporting includes the PO Commitments Detail and Purchase Order reports.

Report Name	Description
PO Commitments Detail	The PO Commitments Detail report provides the details of the PO commitments that are shown on the Project Status Report and serves as a drill through report for that report. It can be used as a standalone report or as a drill through target from other reports.
Purchase Order	The Purchase Order report provides you with a basic PO format and the flexibility to customize the report by selecting the additional information you need at the header and line levels.
PO Header and Line Detail – Drill Thru Only	Drill Thru Only - Purchasing

Costpoint Enterprise Reporting for Project Manufacturing

The Costpoint Enterprise Reporting for Project Manufacturing package includes several reports such as the Audit Log Report and Good List Report.

Report Name	Description
Audit Log	This report shows the audit log for part data security.
Goods List	The Good List report allows you to generate a listing of the characteristics of goods. User can click the Good value to drill thru to the Item Vendor List.
Indented Bill of Material (BOM)	The Indented Bill of Material report allows you to create a listing of indented BOM for a selected range of assembly part numbers. You can include the first-level components of the assembly, the entire indented BOM through all levels, or an indented BOM through a specified number of levels. You can use this report to print either manufacturing bills of material (MBOMs) or engineering bills of material (EBOMs).
Items Vendors - Drill Thru	The Drill thru Item Vendors report allows you to create a listing of vendors that are assigned to items. You can print this report for parts, services, or goods.

Report Name	Description
MO Build to Inv Abbrev - Drill Thru	Drill Thru only
MO Component Shortage	The MO Component Shortage report allows you to print a listing of potential component and subassembly shortages for manufacturing orders. A drill thru report is available to provide a listing of detail requisition, purchase order, and manufacturing order data for the selected component
MO Component Shortage - Drill Thru	Drill Thru only
MO Pick List	The MO Pick List report allows you to print the list of materials to be picked for a manufacturing order, the operations in the routings related to the manufacturing order, and the quantities completed, as well as the location of the parts. You can choose to include barcode images for the MO number and work center.
MO Production Status	The MO Production Status report allows you to print information about manufacturing orders and the operations in the routings associated with the manufacturing order.
MRP Message Report	The MRP Message report allows you to print Material Requirements Planning (MRP) messages and use these to find potential problem areas by honing in on particular MRP action messages. You can print messages for part/revision, projects, planners, and warehouses.
Parts List	The Parts List report allows you to generate a listing of the characteristics of parts.
Sales Order Status	The Sales Order Status report allows you to analyze sales orders.
Services List	The Services List generates a list of the characteristics of services, which include item classification and procurement information.
Shipped Revenue	The shipped revenue report displays sales order revenue by line, determined by sales orders that have been invoiced.
Stock Status	The Stock Status report provides a listing of inventory sorted by the following combinations: warehouse/location, project/part revision, inventory abbreviation/part revision/, or part/

Report Name	Description
	revision/project. This report is generated real-time. The Excel output for the report excludes headers, footers, subtotals, and so on. making the data easier to manipulate. A drill thru report is available to view serial/lot tracking information.
Stock Status 'As of' report (scheduled job)	The Stock Status 'As Of' report is a Stock Status report that can be run at a point in time, exported to PDF, and saved to a location that you have specified.
Summarized Bill of Material report	The Summarized Bill of Material report allows you to create a summarized listing of BOM for a selected range of assembly part numbers. You can include the first level, specified levels, or all levels of components of the assembly. You can use this report to print a summary of either manufacturing bills of material (MBOMs) or engineering bills of material (EBOMs)

Costpoint Enterprise Reporting for Shop Floor Time

This package has the Costpoint Shop Floor Time Reconciliation Report that contains information about the discrepancies between the timesheet entries in Shop Floor Time and Costpoint including timesheet variances (in hours).

Time & Expense

The Time and Expense TESS report package in Costpoint Enterprise Reporting includes reports such as Blanket Authorization.

Report Name	Description
Blanket Authorization	The Blanket Authorization report shows detailed information regarding blanket authorizations that have been entered in Deltek Expense. A blanket authorization is a single authorization amount on a project that can cover one or more expense reports. This report details the expense reports that are tied to each blanket expense authorization and shows the calculated amount remaining on the blanket authorization.
Expense Analysis	The Expense Analysis report provides a high-level graphical analysis of data in Deltek Expense. It shows Over and Under Ceiling, Billable and Non-Billable, and Allowable and

Report Name	Description
	Unallowable charges so that management can see the magnitude of these charges and take corrective action. From the charts provided, you can drill through to see a more detailed breakdown of the categories.
Time & Expense Reconciliation	The Time and Expense Reconciliation report is an exception report that shows expenses charged to a project that do not have a corresponding labor charge and, therefore, have been charged to the project in error. This report finds these errors prior to their inclusion on an invoice to a client, which helps to prevent erroneous billings that are very costly to fix.
Allowable Expense Detail – Drill Thru Only	Drill Thru Only - TESS
Billable Expense Detail – Drill Thru Only	Drill Thru Only - TESS
Non-Billable Expense Detail – Drill Thru Only	Drill Thru Only - TESS
Over Ceiling Expense Detail – Drill Thru Only	Drill Thru Only - TESS
Unallowable Expense Detail – Drill Thru Only	Drill Thru Only - TESS
Under Ceiling Expense Detail – Drill Thru Only	Drill Thru Only - TESS

Other Reports

Other reports are also included in CER, which are in the areas of Costpoint Administration, Incurred Cost Submission, and Sarbanes-Oxley Internal Controls Reporting (SOX).

Costpoint Enterprise Reporting for Costpoint Administration

The Costpoint Enterprise Reporting for Costpoint Administration includes the User Group Rights Report. This report contains the user groups and the users that belong to each along with their access rights

Incurred Cost Submission

The Incurred Cost Submission (ICS) report package includes reports such as Schedule A and Schedule B.

Report Name	Description
Schedule A	Summary of Claimed Indirect Expense Rates
Schedule B	General and Administrative (G&A) Expenses (Final Indirect Cost Pool)

Report Name	Description
Schedule C	Overhead Expenses (Final Indirect Cost Pool)
Schedule D	Occupancy Expenses (Intermediate Indirect Cost Pool)
Schedule E	Claimed Allocation Bases
Schedule G	Reconciliation of Books of Account and Claimed Direct Costs
Schedule H	Schedule of Direct Costs by Contract/ Subcontract & Indirect Expense Applied at Claimed Rates
Schedule H-1	Government Participation in Indirect Expense Pools
Schedule I	Schedule of Cumulative Direct and Indirect Costs Claimed and Billed
Schedule J	Subcontract Information
Schedule K	Summary of Hours and Amounts on T&M/ Labor Hour Contracts
Schedule L	Reconciliation of Total Payroll to Total Labor Distribution
Schedule O	Contract Closing Information for Contracts Complete in the Fiscal Year

Sarbanes-Oxley Controls Reporting (SOX)

The SOX Controls Reporting has several reports with examples like the Accounts Payable Accounts Report for Costpoint and UDT-01 Controls Report for Time and Collection.

Domain	Module	Reports
Accounting	Accounts Payable	▪ Accounts Payable Accounts ▪ Accounts Payable Settings ▪ Accounts Payable Voucher Settings ▪ Approver Settings ▪ Cash Accounts ▪ Purchase Order Voucher Settings ▪ Vendor Settings ▪ Vendor Terms

Domain	Module	Reports
Accounting	Accounts Receivable	▪ Accounts Receivable Settings ▪ System-Assigned Cash Receipt Number ▪ Transfer Accounts
Accounting	Fixed Assets	▪ Accumulated Depreciation Account Codes ▪ Asset or Template Change Settings ▪ Asset Template Information ▪ Auto-Creation Settings for Purchase Orders or Receiving Data ▪ Depreciation Expense Account Allocation Codes ▪ Depreciation Methods-Basic Setup ▪ Fixed Assets Accounting Periods ▪ Fixed Assets Fiscal Years ▪ Fixed Assets Settings ▪ Posting Settings ▪ Template Information Global Changes
Accounting	General Ledger	▪ Account Entry Groups ▪ Accounting Periods ▪ Account-Org Links ▪ Accounts ▪ Bank Statements ▪ Banks ▪ Company Bank Accounts ▪ Company Information ▪ Financial Statement Setup ▪ Fiscal Years ▪ General Ledger Settings ▪ Journal Entry Cycles ▪ Mass Links of Accounts-Orgs ▪ Organization Elements

Domain	Module	Reports
		▪ Organization Structures ▪ Subperiods ▪ System-Assigned Journal Entry Number
Accounting	Multicurrency	▪ Exchange Rate Groups ▪ Multicurrency Accounts ▪ Multicurrency Settings
Materials	Inventory	▪ Default WIP Asset Accounts ▪ Inventory Accounts ▪ Inventory Projects ▪ Inventory Settings ▪ Serial-Lot Settings
Materials	Procurement Planning	▪ Requisition Approval Processes ▪ Requisition Approval Titles ▪ Requisition Settings ▪ Vendor Settings ▪ Vendor Terms
Materials	Purchasing	▪ Branch Locations ▪ Buyers ▪ Buyer Organization Accounts ▪ Buyer Organization Accounts – Drill Thru ▪ Buyer Projects ▪ Buyer Projects – Drill Thru ▪ Purchase Order Line Charge Types ▪ Purchase Order Settings ▪ Units of Measure ▪ Vendor Settings ▪ Vendor Terms
Materials	Receiving	▪ Receiving Settings

Domain	Module	Reports
Materials	Sales Order Entry	▪ Approval Processes ▪ Approval Titles ▪ Catalog Settings ▪ Cost Types ▪ Defaults ▪ Line Charge Types ▪ Project Settings ▪ Sales Order Settings ▪ Serial-Lot Settings
People	Labor	▪ Allowances ▪ Allowance Accounts ▪ Labor Groups – Unions ▪ Labor Location – Locals ▪ Labor Settings ▪ Overtime Premium Recast ▪ Overtime Rules by Location ▪ Overtime Rules by State ▪ Overtime Settings ▪ Pay Types ▪ Timesheet Periods
People	Leave	▪ Leave Period ▪ Leave Settings ▪ Leave Tables ▪ Leave Types
People	Payroll	▪ Contribution Matching Rates ▪ Contribution Matching Rates – Drill Thru ▪ Deductions ▪ Deduction Schedules ▪ Direct Deposit Banks

Domain	Module	Reports
		▪ Direct Deposit Setup ▪ Local Taxable Deductions ▪ Local Taxable Deductions – Drill Thru ▪ Modify Codes ▪ Pay Periods ▪ Pay Type Taxability ▪ Pay Type Taxability - Local ▪ Pay Type Taxability – Local – Drill Thru ▪ Pay Type Taxability - State ▪ Pay Type Taxability – State – Drill Thru ▪ Paycheck Setup ▪ Payroll Settings ▪ Savings Bond Info by Taxable Entity ▪ State Taxable Deductions ▪ State Taxable Deductions – Drill Thru ▪ Workers' Compensation Modify Codes ▪ Workers' Compensation State Rates
People	Time Collection	▪ Time Collection Account Types ▪ Time Collection Accounts ▪ Time Collection Projects
Projects	Billing	▪ Billing Accounts ▪ Billing Settings ▪ Generic Billing Formats ▪ Other Charges ▪ Remittance Addresses ▪ Taxable Sales Accounts
Projects	Cost and Revenue Processing	▪ Cost Pools ▪ Pool Base Accounts ▪ Pool Base Accounts – Drill Thru

Domain	Module	Reports
		▪ Pool Costs Accounts ▪ Pool Cost Accounts – Drill Thru ▪ Pool Rates ▪ Pool Rates – Drill Thru
Projects	Intercompany Work Orders	▪ IWO Expense Mapping ▪ IWO Locations ▪ IWO Project Setups
Projects	Project Setup	▪ Mass Link Project-Account-Orgs ▪ Project Account Groups ▪ Project Labor Categories ▪ Project Settings ▪ Valid Project-Account-Orgs
Other	System Administration	▪ System Settings
Time Collection	Time Collection	▪ Account Types ▪ Charge Trees ▪ Charge Trees – Drill Thru ▪ Charge Trees1 – Level ▪ Configuration Tables ▪ Employee Group Supervisor ▪ Employee Group Supervisor – Drill Thru ▪ Employee Group Types ▪ Employee Groups ▪ Employee Info – Charge Employees ▪ Employee Info – Charge Employees – Drill Thru ▪ Employee Information ▪ Functional Roles ▪ Leave Types ▪ Links and Miscellaneous

Domain	Module	Reports
		▪ Password Settings ▪ Security Roles ▪ Timesheet Class – Leave ▪ Timesheet Class – Leave – Drill Thru ▪ Timesheet Class – UDT10 ▪ Timesheet Class – UDT10 – Drill Thru ▪ Timesheet Classes ▪ Timesheet Schedules ▪ UDT01 Controls ▪ UDT01 Controls – UDT02 Links ▪ UDT01 Controls – UDT02 Links – Drill Thru ▪ UDT01 Controls – UDT09 Links ▪ UDT01 Controls – UDT09 Links – Drill Thru ▪ UDT02 Controls ▪ UDT02 Controls – UDT01 Links ▪ UDT02 Controls – UDT01 Links – Drill Thru ▪ UDT02 Controls – UDT07 Links ▪ UDT02 Controls – UDT07 Links – Drill Thru ▪ UDT02 Controls – UDT09 Links ▪ UDT02 Controls – UDT09 Links – Drill Thru ▪ UDT03 Controls ▪ UDT04 Controls ▪ UDT05 Controls ▪ UDT07 Controls ▪ UDT09 Controls ▪ UDT09 Controls – UDT01 Links ▪ UDT09 Controls – UDT01 Links – Drill Thru

Domain	Module	Reports
		▪ UDT09 Controls – UDT02 Links ▪ UDT09 Controls – UDT02 Links – Drill Thru ▪ UDT10 Controls ▪ Utilization

About Deltek

Better software means better projects. Deltek is the leading global provider of enterprise software and information solutions for project-based businesses. More than 23,000 organizations and millions of users in over 80 countries around the world rely on Deltek for superior levels of project intelligence, management and collaboration. Our industry-focused expertise powers project success by helping firms achieve performance that maximizes productivity and revenue. www.deltek.com