crimson

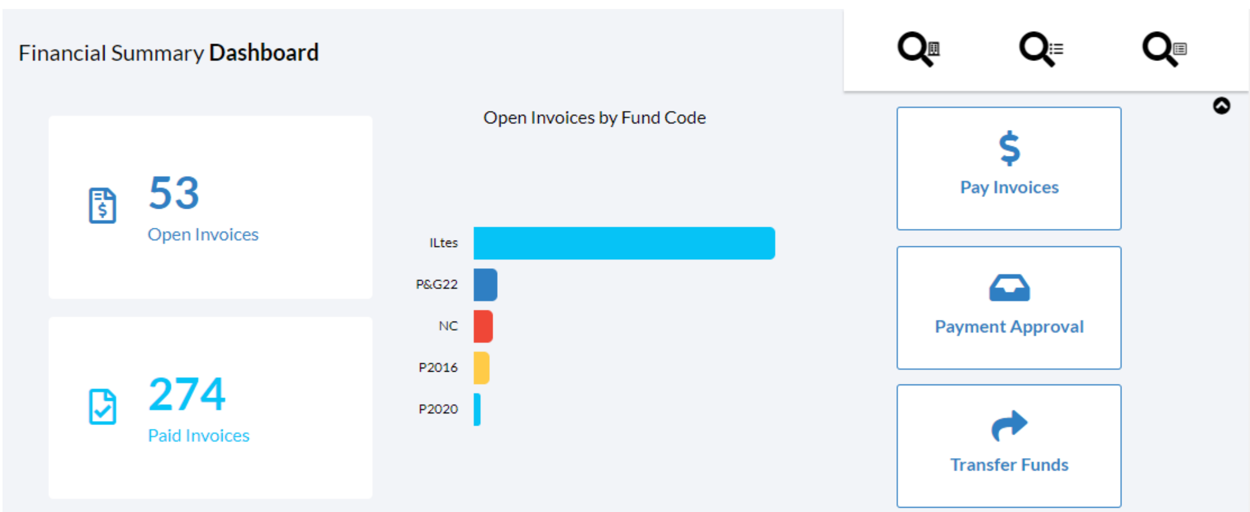
Financial Summary Dashboard

The Crimson **Financial Summary Dashboard** provides an overview of your invoice data, gives you access to the **Reconciliation** tool, and the **Payment Request** module.

- There is a **Dashboard Navigation Bar** at the top right corner of the page where you can access the:
    - **Payee Search**
    - **Invoice Search**
    - **Expenditure Search**

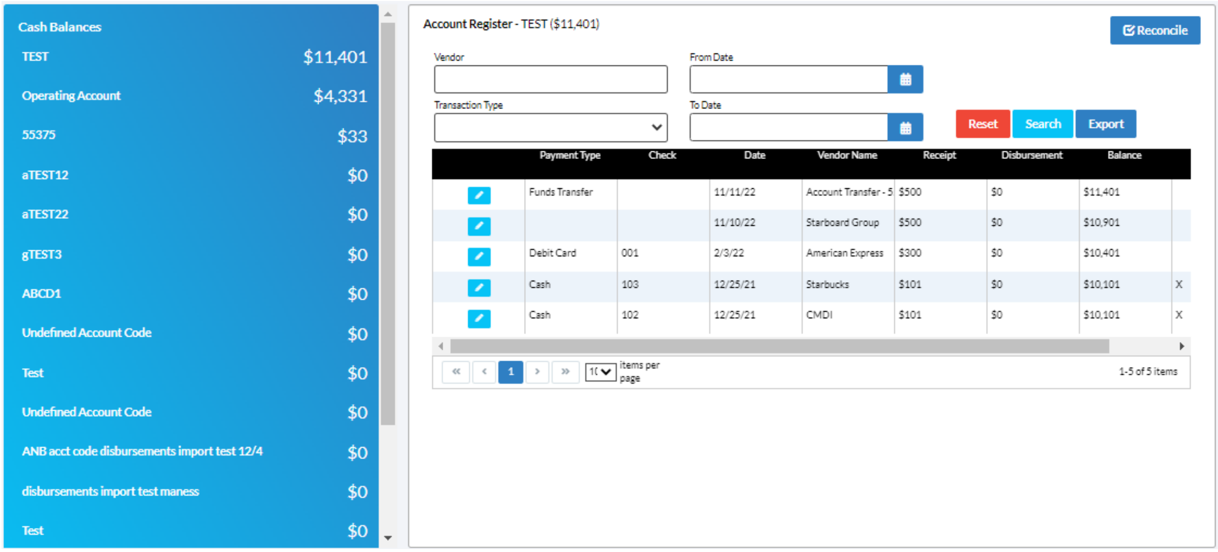
- There are **Dashboard Action Buttons** on the dashboard such as:
    - **Pay Invoices**
    - **Payment Approval**
    - **Transfer Funds**

For more information about invoices, see the **Crimson – Financial Summary – Invoices and Payments** guide on the HelpDesk. For more information about the Payment Approval, see the **Crimson – Treasury – Payment Requests Treasury Staff** guide on the HelpDesk. For more information about internal bank transfers, see the **Crimson – Accounts - Transfer Funds** guide on the HelpDesk.



- When you select a fund code in the **Open Invoices by Fund Code** bar graph or you click on the total number of **Open Invoices** in the green **card** or **Paid Invoices** in the blue **card**, search results from the **Invoice Search** that make up that number will be generated.

- The **Reconciliation tool** allows you to identify which transactions have cleared the bank and easily run report data to see which transactions have not within a selected period of time. To use this tool, you are required to record **Expenditures** and **Other Receipts** using the appropriate bank **account** codes associated with them. For more information about the Reconciliation tool, see the **Crimson – Financial Summary – Reconciliation** guide on the HelpDesk.


Cash Balances
TEST $11,401
Operating Account $4,331
55375 $33
aTEST12 $0
aTEST22 $0
gTEST3 $0
ABCD1 $0
Undefined Account Code $0
Test $0
Undefined Account Code $0
ANB acct code disbursements import test 12/4 $0
disbursements import test maness $0
Test $0
Account Register - TEST ($11,401)
Reconcile
Vendor
From Date
Transaction Type
To Date
Reset
Search
Export
Payment Type
Check
Date
Vendor Name
Receipt
Disbursement
Balance
Funds Transfer 11/11/22 Account Transfer - 5 $500 $0 $11,401
11/10/22 Starboard Group $500 $0 $10,901
Debit Card 001 2/3/22 American Express $300 $0 $10,401
Cash 103 12/25/21 Starbucks $101 $0 $10,101 X
Cash 102 12/25/21 CMDI $101 $0 $10,101 X
1
items per page
1-5 of 5 items

11/21/2022