



Instructions for pulling a:

**COGNOS BUDGET REPORT**

**COGNOS AFR REPORT**

**COGNOS BUDGET-EXPENDITURE COMPARISON REPORT**

Division of Elementary and Secondary Education

Updated 6-8-21



Check with your district to see about getting the eFinancePLUS sign on in order to pull the COGNOS reports. If you do not have one, then check with your bookkeeper about pulling the reports for you.

**\*Note: Currently we are asking you to please use Internet Explorer with Compatibility settings when pulling reports.**





A screenshot of a web browser displaying the eFinancePLUS application. The browser address bar shows the URL: <https://efinance52.efp.k12.ar.us/eFP5.2/eFinancePLUS/SunGard.eFinancePlus.Web>. The page header includes the eFinancePLUS logo, a search bar, and the text "Nashville School District LIVE". A "Menu" dropdown is open, showing the following options: Fund Accounting, Purchasing, Human Resources, and e-Forms & Tools. A green arrow points from the left towards the "Menu" dropdown, and another green arrow points from the right towards the "e-Forms & Tools" option.

A screenshot of the eFinancePLUS application showing the "Tools" sub-menu. The "Menu" dropdown is open, and the "e-Forms & Tools" option is selected. The "Tools" sub-menu is displayed, listing the following items: Cognos Reporting, e-Learning, Notification Subscriptions, User Preferences, and View Files. A green arrow points from the right towards the "Cognos Reporting" option.



Browser address bar: [https://adecognos.arkansas.gov/SPI/SPI\\_To\\_CRN.asp?spi\\_db\\_name=nashvlfm](https://adecognos.arkansas.gov/SPI/SPI_To_CRN.asp?spi_db_name=nashvlfm)

Page Title: SPI Reports

Application Header: **eFinancePLUS** a PLUS 360 Application

Page Content: **Your District Name**

Navigation Bar: **IBM Cognos Analytics - eFinancePLUS** Welcome

Alerts: 1/2 Alerts

Notification: **What's New** To read about what's new in Getting Started, click More Info. Dismiss More Info

Left Sidebar: Home, Search, Team Content (highlighted), Recent, Favorites, Checkmarks, Add

Main Content Area: **Hello. Welcome to IBM Cognos Analytics for eFinance Reporting.** Unearth hidden insights with a personalized analytics experience driven by AI.

Illustration: A 3D-style graphic showing a person interacting with a large data dashboard, with various data visualization elements like charts and tables.



Click on the box that says "Team Content"



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Application Header: eFinancePLUS a PLUS 360 Application


Navigation Bar: IBM Cognos Analytics - eFinancePLUS Welcome

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Team content

- ADE Data Warehouse 10/5/2020 10:38 AM
- Financial Management System 2/4/2021 12:52 PM
- Packages 2/5/2021 5:23 PM
- Samples 11/27/2017 1:45 PM
- State Employee 2/8/2021 10:20 AM
- Users 3/9/2021 1:26 PM





Browser address bar: [https://adecognos.arkansas.gov/SPI/SPI\\_To\\_CRN.asp?spi\\_db\\_name=nashvlfm](https://adecognos.arkansas.gov/SPI/SPI_To_CRN.asp?spi_db_name=nashvlfm) Search...

SPI Reports

File Edit View Favorites Tools Help

**PLUS 360 eFinancePLUS**  
a PLUS 360 Application

**IBM Cognos Analytics - eFinancePLUS** Welcome

1/2 Alerts | What's New | To read about what's new in Getting Started, click More Info.

**Team content > Financial Management System**

- \_My Folder Migration**  
11/4/2020 2:50 PM
- District Repository**  
7/20/2020 10:25 AM
- District Shared**  
3/13/2017 11:00 AM
- Fund Accounting Manager** ← (highlighted with a green arrow)  
5/13/2020 8:46 AM
- Payroll**  
11/18/2020 11:25 AM
- Personnel**  
11/18/2020 12:08 PM
- Share Temporarily Between Districts**  
6/4/2021 1:16 PM



- 1. A. Reports for School District Website Requirements  
8/28/2019 9:17 AM
- 1. Salary-Benefit EXP for District WebPage  
9/16/2014 4:26 PM
- 2. Federal Program Reports for Budgets and Budget Adjustments  
3/28/2018 4:01 PM
- Accounts Payable  
2/7/2020 3:21 PM
- ADE Grants  
12/13/2017 2:00 PM
- ADE Special Education Department-Report Author Sp Ed Dept**  
10/22/2013 2:26 PM
- Annual Financial Reports - Expenditures  
6/16/2014 8:36 AM
- ARRA  
3/2/2011 3:23 PM





Browser address bar: [https://adecognos.arkansas.gov/SPI/SPI\\_To\\_CRN.asp?spi\\_db\\_name=nashvlfm](https://adecognos.arkansas.gov/SPI/SPI_To_CRN.asp?spi_db_name=nashvlfm)

SPI Reports  
File Edit View Favorites Tools Help

**PLUS 360 eFinancePLUS**  
a PLUS 360 Application

**IBM Cognos Analytics - eFinancePLUS** Welcome

1/2 Alerts | What's New | To read about what's new in Getting Started, click More Info. | Dismiss | More Info

Financial ... System > Fund ... nage > **ADE Special Education Department-Re ... Author Sp Ed Dept**

**Special Education Budget and AFR**  
2/12/2013 10:11 AM

- Home icon
- Search icon
- Person icon
- Group icon
- Folder icon
- Folder icon
- Checkmark icon
- Plus icon







Browser address bar: [https://adecognos.arkansas.gov/SPI/SPI\\_To\\_CRN.asp?spi\\_db\\_name=nashvlfm](https://adecognos.arkansas.gov/SPI/SPI_To_CRN.asp?spi_db_name=nashvlfm)

Application Header: **eFinancePLUS** a PLUS 360 Application

Navigation Bar: **IBM Cognos Analytics - eFinancePLUS** Welcome

Alerts: 1/2 Alerts | What's New | To read about what's new in Getting Started, click More Info. | Dismiss | More Info

Breadcrumbs: Fund Acco ... Manag > ADE Special Educat ... Author Sp Ed D > Special Educa ... Budget and AFR

- Special Reports** 6/29/2016 11:59 AM
- SPED - Annual Financial Reports (AFR) 2/28/2020 9:10 AM
- SPED - Budget Reports 2/28/2020 9:15 AM

A green arrow points to the 'Special Reports' entry, which is highlighted by a yellow callout box containing the text: "The next couple of steps will lead you to the Budget-Expenditure Report."



Browser address bar: [https://adecognos.arkansas.gov/SPI/SPI\\_To\\_CRN.asp?spi\\_db\\_name=nashvlfm](https://adecognos.arkansas.gov/SPI/SPI_To_CRN.asp?spi_db_name=nashvlfm)

Page Title: SPI Reports

Navigation: File Edit View Favorites Tools Help

Application Header: **eFinancePLUS** a PLUS 360 Application

IBM Cognos Analytics - eFinancePLUS Welcome

Alerts: 1/2 Alerts

Notification: What's New To read about what's new in Getting Started, click More Info. Dismiss More Info

Breadcrumbs: ADE Special Education Departm ... Author Sp Ed De > Special Educati ... and AF > Speci ... eports

- SPED Budget and Expenditures Comparison Report  
3/31/2021 2:10 PM
- SPED Budget and Expenditures Comparison Report II ←
- SPED Budget Totals  
5/5/2021 10:24 AM
- SPED MOE AFR- Budget Report by District Live  
2/8/2021 12:20 PM
- SPED MOE AFR Report by District (EPMS)  
4/30/2021 9:43 AM
- SPED MOE AFR Report by District Live  
2/8/2021 9:57 AM



SPED Budget and Expenditures Comparison Report II

1/1 Alerts | What's New | To read about what's new in Cognos Analytics, click More Info. | Dismiss | More Info

### Budget & Expenditures Comparison

**ENTER:**

Fiscal Year: \* Fiscal Year [v]  
 Report: \* ReportType [v]  
 Period: \* Period [v]

You select for each of these then hit "Finish"

Cancel | < Back | Next > | Finish

When printing this report please select this button and choose "PDF" so the whole report will print.



SPED Budget and Expenditures Comparison Report II

1/1 Alerts | What's New | To read about what's new in Cognos Analytics, click More Info. | Dismiss | More Info

### Special Education Budget and Expenditure Comparison Report

TitleVIB  
 Fiscal Year: 2021  
 Year-to-Date

Function	Account Code	Budgeted Amount	Fiscal Year Expense Amount	Remaining Amount	* Percentage Remaining
1212 - SPEECH	01. Employee Salaries - Certified(61110)	\$54,708.00	\$44,256.50	\$10,451.50	19%
	03. Employee Benefit(62000)	\$12,117.83	\$9,788.33	\$2,329.50	19%
	04. Professional Technical(63000)	\$0.00	\$0.00	\$0.00	-100%
	07. Material & Supplies(66000)	\$500.00	\$249.64	\$250.36	50%
	09. Other Objects(68000)	\$0.00	\$99.00	(\$99.00)	-100%
<b>1212 - SPEECH - Summary</b>		<b>\$67,325.83</b>	<b>\$54,393.47</b>	<b>\$12,932.36</b>	<b>19%</b>
1214 - HOMEBOUND TEACHER	01. Employee Salaries - Certified(61110)	\$500.00	\$0.00	\$500.00	100%
	03. Employee Benefit(62000)	\$0.00	\$0.00	\$0.00	-100%
	04. Professional Technical(63000)	\$0.00	\$0.00	\$0.00	-100%
<b>1214 - HOMEBOUND TEACHER - Summary</b>		<b>\$500.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>100%</b>

Top | Page up | Page down | Bottom



The screenshot shows the eFinancePLUS application interface. The browser address bar displays the URL: [https://adecognos.arkansas.gov/SPI/SPI\\_To\\_CRN.asp?spi\\_db\\_name=nashvlfm](https://adecognos.arkansas.gov/SPI/SPI_To_CRN.asp?spi_db_name=nashvlfm). The application header includes "eFinancePLUS a PLUS 360 Application" and "IBM Cognos Analytics - eFinancePLUS". A navigation breadcrumb shows the path: Fund Acco ... Manag > ADE Special Educat ... Author Sp Ed D > Special Educa ... Budget and AFR. A list of reports is displayed:

- Special Reports  
6/29/2016 11:59 AM
- SPED - Annual Financial Reports (AFR)  
2/28/2020 9:10 AM
- SPED - Budget Reports  
2/28/2020 9:15 AM

A green arrow points to the "SPED - Annual Financial Reports (AFR)" report.

**This report gives you the exact amount spent to date.**

**When running this report for State/Local it compares actual expenditures from previous year to current year and gives the MOE Status.**



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SPI Reports

File Edit View Favorites Tools Help

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1/2 Alerts | What's New | To read about what's new in Getting Started, click More Info. | Dismiss | More Info

← Fund Acco ... Manag > ADE Special Educat ... Author Sp Ed D > Special Educa ... Budget and AFR

- Special Reports  
6/29/2016 11:59 AM
- SPED - Annual Financial Reports (AFR)  
2/28/2020 9:10 AM
- SPED - Budget Reports  
2/28/2020 9:15 AM



**This report reflects the most current amount budgeted.**

**When running this report for State/Local it compares actual expenditures from previous year to current year budgeted amount and gives the MOE Status.**



1/1 Alerts **What's New** To read about what's new in Cognos Analytics, click More Info.

Special Education Budget and AFR > SPED - Annual Financial Reports (AFR) > SPED - TITLE VI - B

- IDEA - ARRA  
8/12/2009 12:18 PM
- SPED - CEIS Annual Financial  
2/24/2021 9:09 AM
- SPED - Private School Proportionate Share Annual Financial  
2/9/2021 9:06 AM
- SPED - Title VI-B Annual Financial  
4/12/2021 12:38 PM

These CCEIS/CEIS & PSPS AFR reports are part of Title VI-B. They reflect the assigned function and program codes.

1/1 Alerts **What's New** To read about what's new in Cognos Analytics, click More Info.

Special Education Budget and AFR > SPED - Budget Reports > SPED - TITLE VI - B

- IDEA - ARRA  
8/12/2009 12:18 PM
- SPED - CEIS Budget  
2/8/2021 1:46 PM
- SPED - Private School Proportionate Share Budget  
4/2/2021 7:41 AM
- SPED - Title VI-B Budget  
2/8/2021 1:48 PM

These CCEIS/CEIS & PSPS Budget reports are part of Title VI-B. They reflect the assigned function and program codes.