If currently seeing the Historical Kuali Reports Menu and prefer the Administrative Reporting Menu, please do the following:

1. On the **Administrative Reporting** main menu page, click on **Kuali Financial Reports**.
2. In the far-right hand side of the **Administrative Reporting** menu, click on the **Settings icon**. ☰
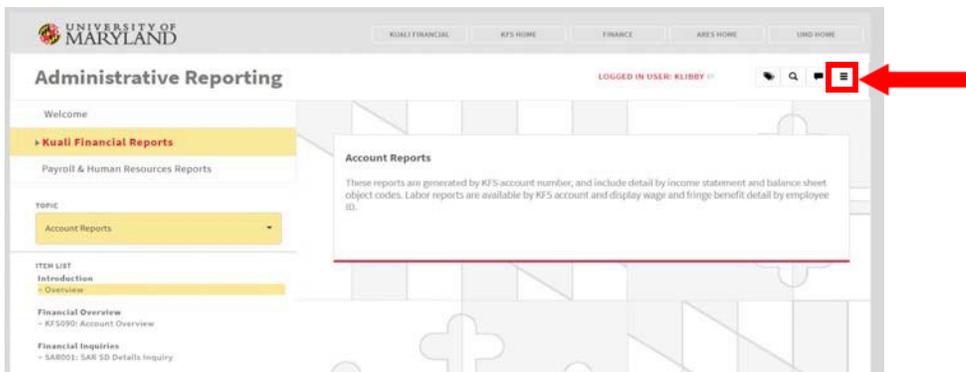
3. Under the User Interface section, select **Admin Reports Menu - standard UMD colors** or **Admin Reports Menu - High Contrast colors**. (This option allows you display the standard UMD color set or choose a high contrast color set. The High Contrast Color set will provide better readability for people who have low contrast sensitivity or color blindness.
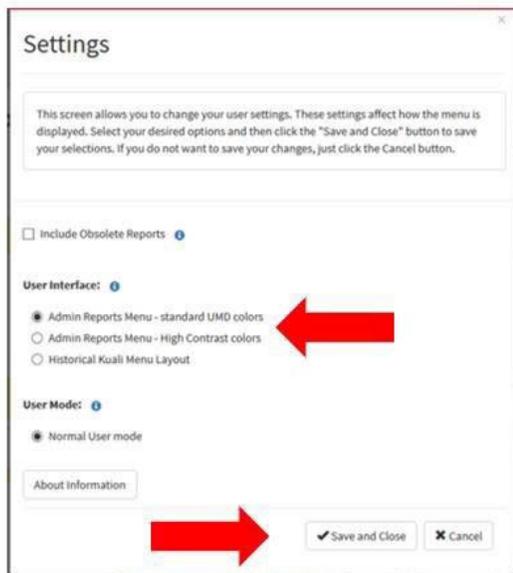
Click **Save and Close**.

4. The new reporting menu will be populated.

Administrative Reporting

LOGGED IN USER: KLIBBY

Welcome

▸ **Kuali Financial Reports**

Payroll & Human Resources Reports

TOPIC

Account Reports ▾

ITEM LIST

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– Overview

Financial Overview
– KFS090: Account Overview

Financial Inquiries
– SAR001: SAR SD Details Inquiry

Financial Reports
– BUR091: Bursar Report of Transactions
– FBM090: Account Statement of Whole Dollars
– FBM091: Report of Transactions
– FBM092: Month-End Report

Labor
– LDA080: Statement of Payroll Charges

Account Reports

These reports are generated by KFS account number, and include detail by income statement and balance sheet object codes. Labor reports are available by KFS account and display wage and fringe benefit detail by employee ID.