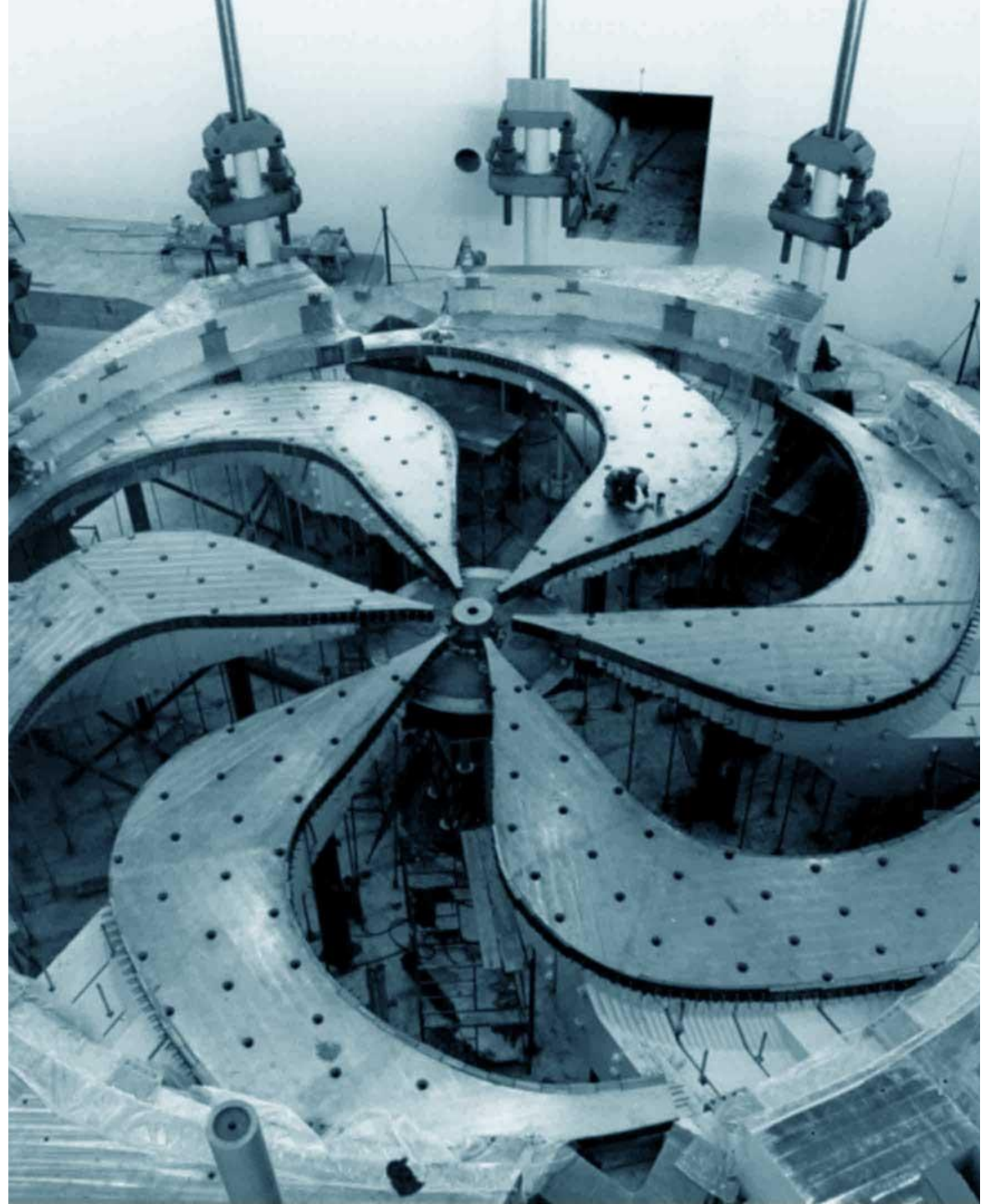


Adaptive Planning End User Training

Kainos
Adaptive Planning
Project Team

August 10, 2022

2022-08-12



Agenda

01 Getting Started

02 Key Concepts

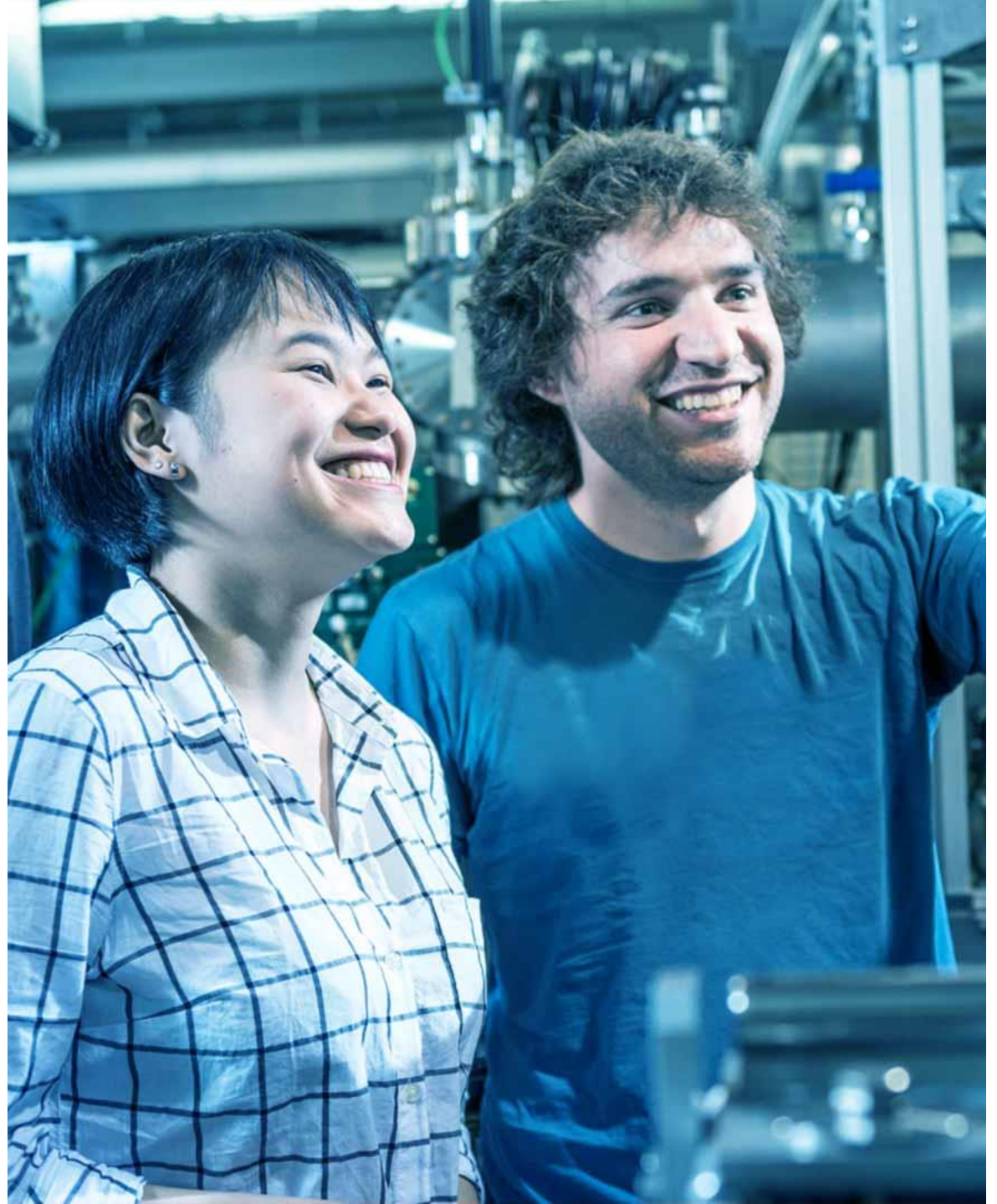
03 Sheets Overview

04 Reporting

05 Wrap-Up

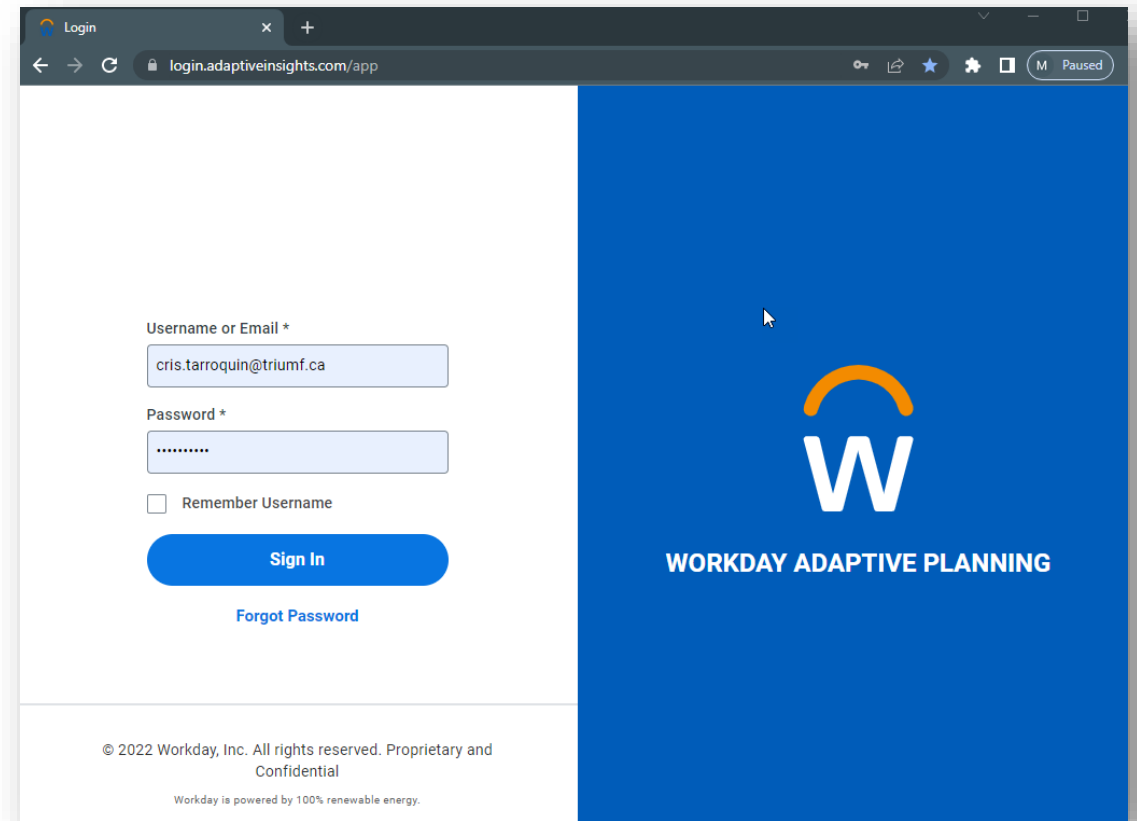


01 Getting Started



Login

- ❑ Go to <https://login.adaptiveinsights.com/app>
- ❑ Fill in the username and password as shown.
 - ✓ Login is your email address
 - ✓ A temporary password will be sent to you separately.
- ❑ Access is restricted by:
 - ✓ **Role** (*Edit access or Read-Only Access*)
 - ✓ **Level** (*PPG or Cost Centers or Divisions*)



The screenshot shows a web browser window with the URL `login.adaptiveinsights.com/app`. The login form on the left includes fields for "Username or Email *" (containing `cris.tarroquin@triumf.ca`) and "Password *" (masked with dots). Below these is a "Remember Username" checkbox and a blue "Sign In" button. A link for "Forgot Password" is located below the button. The right side of the page features a large blue background with the Workday logo (a stylized 'W' with an orange arc above it) and the text "WORKDAY ADAPTIVE PLANNING". The footer contains copyright information: "© 2022 Workday, Inc. All rights reserved. Proprietary and Confidential" and "Workday is powered by 100% renewable energy."

Login

Impl - TRIUMF

Change My Password

Name: Test
Position: Test
Username: Test@triumf.ca
Email: ☐ Use username as email
☒ cris.tarroquin@triumf.ca
Time zone: (GMT+08:00) Asia/Manila
Country:
State:

1 * Required

Password

Old password:
New password:
Verify new password:
The password length must be greater than or equal to 8.
The password must contain at least 1 non-alphanumeric character.

My avatar

☒ T Default avatar
☐ T Choose File No file chosen
(Image requirements: JPG, PNG. Your avatar will be resized to 50x50 pixels)

2 Save

Personal Email Groups

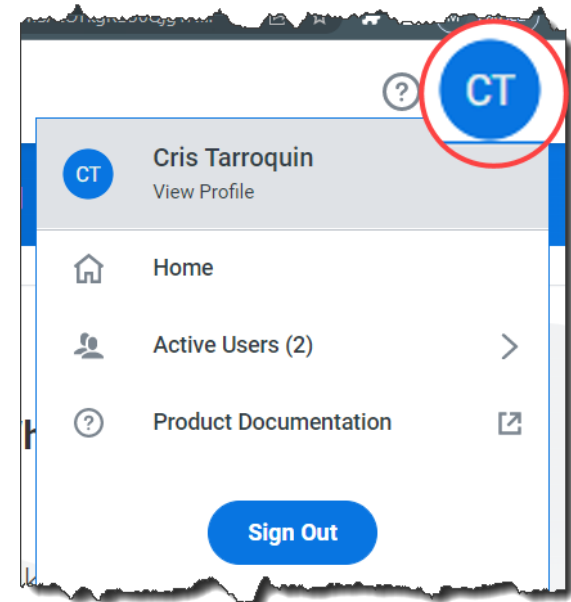
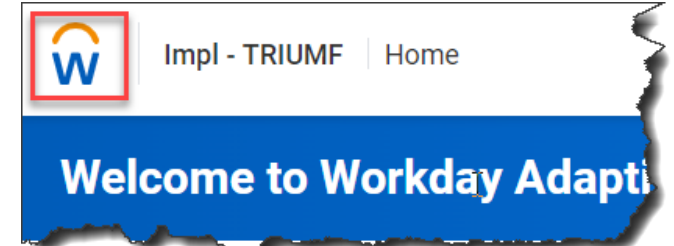
Actions	User Group
No user groups exist. Click on the "New Group" button to begin.	

New Group

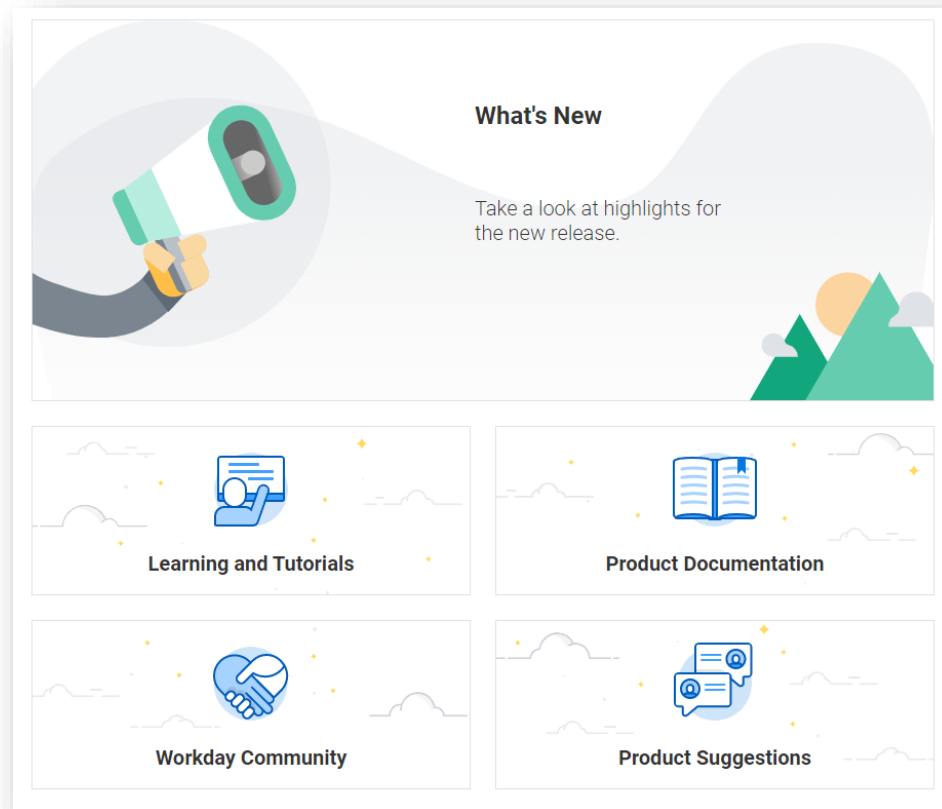
- ❑ When you log in for the first time you will be prompted to update your password
- ❑ You will also be able to update name, position, email, time zone and add a picture

Home Page : Profile

- ❑ Once your new password is saved, the navigation icon found on top left corner of the page will be available for you to select and go to different tabs available.
- ❑ You can view your profile on the top right corner and from there you can:
 - ✓ Update your user profile (same items from the first time you logged in)
 - ✓ See who is logged in
 - ✓ Product Documentation
 - ✓ Sign Out

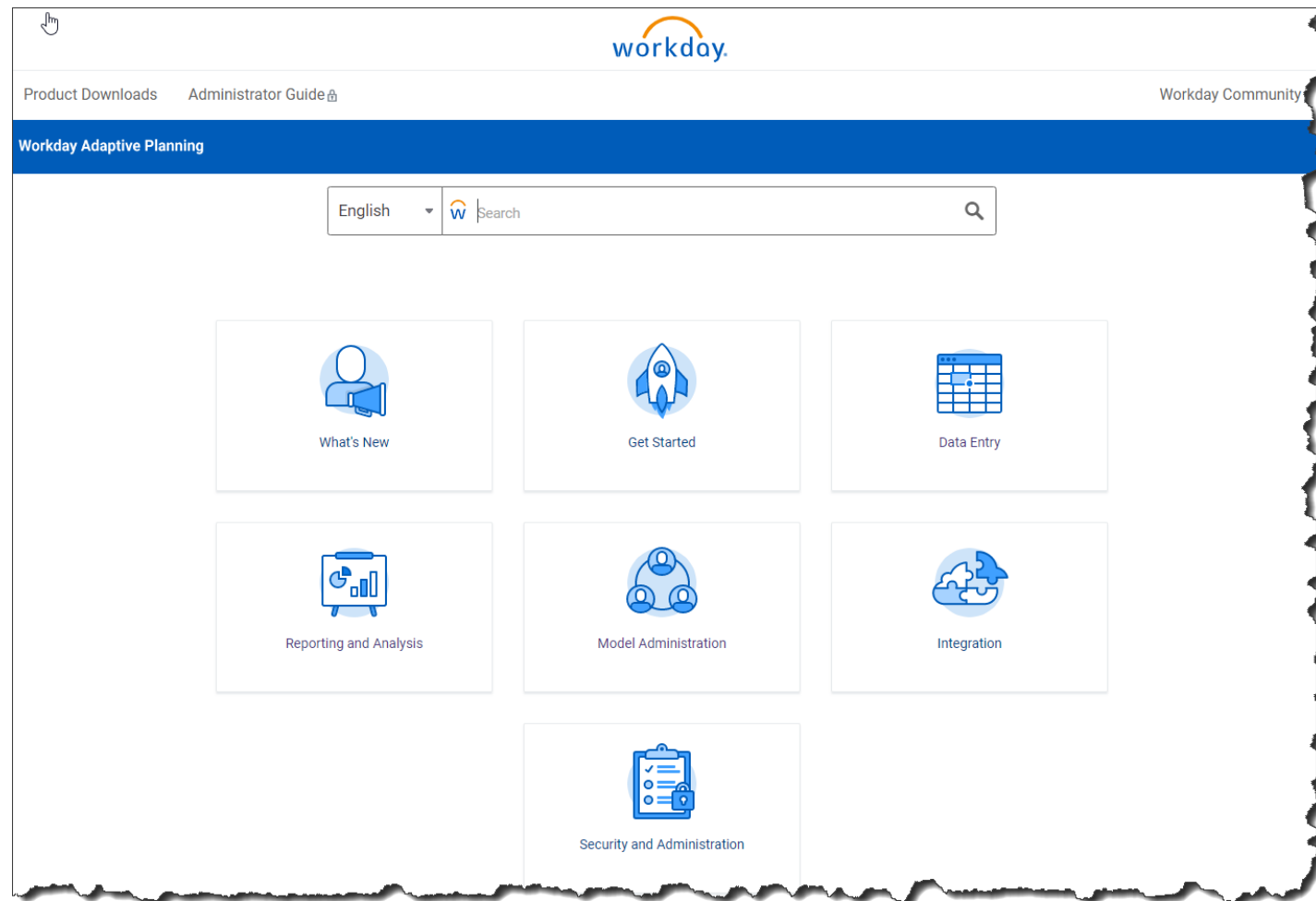


Home Page: Main Page



Home Page: Product Documentation

- On the far right you will find a . Simply click it and it will open a new window.



02 Key Concepts

2022-08-12



Key Concepts: 4 Pillars

- ❑ There are 4 required data fields whenever planning in Adaptive. You will be required to find the lowest intersection in order to enter in a budget or formula
- ❑ The required fields are the following and will be given more detail in the next slides:

✓ Version

✓ Levels

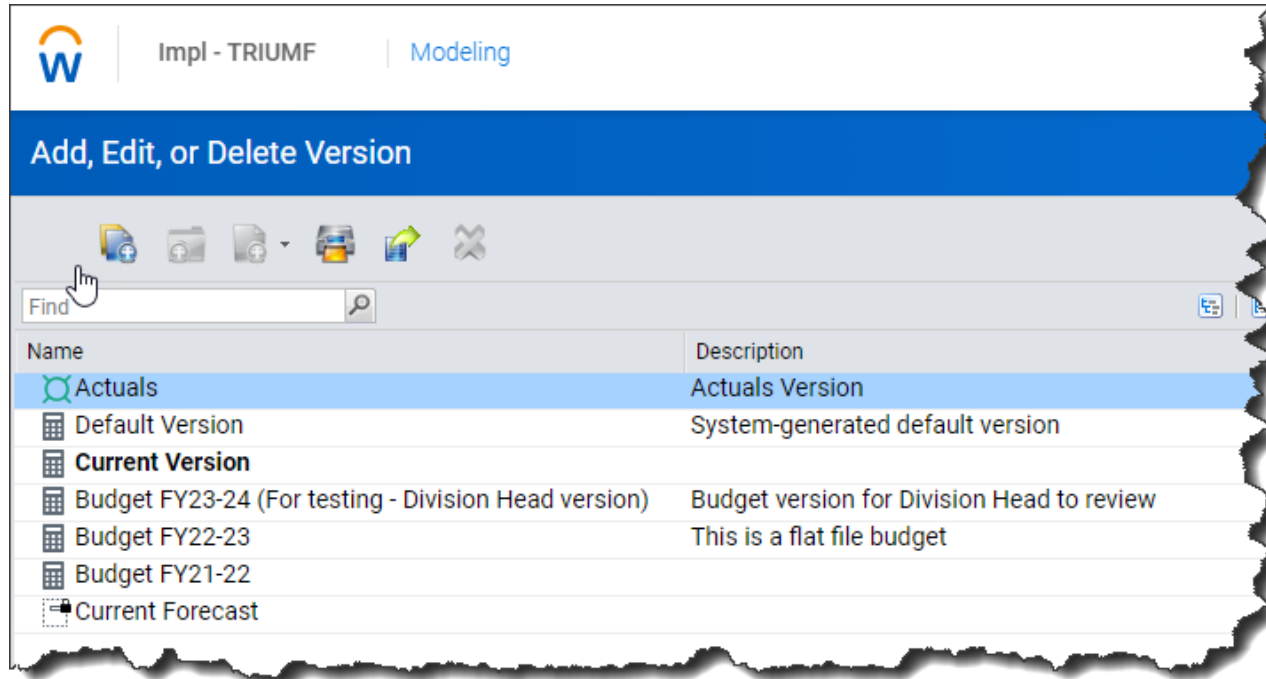
✓ Account

✓ Time

[illegible]

Key Concepts: Version

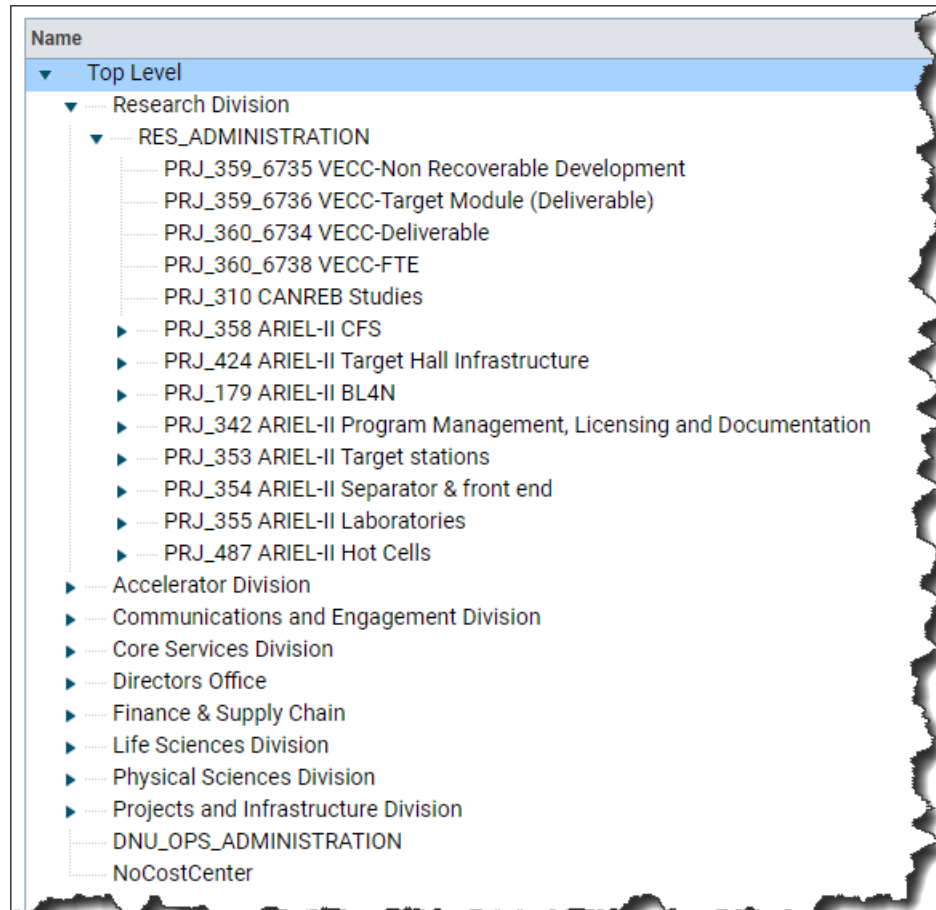
- ❑ A **Version** represents a particular planning scenario, for example would use version titled: “Current Version”



- The administrator creates different plan versions and determines which version is the default version
- The “default” version is bold and all other versions
- The administrator can lock or hide all other versions
- Administrators can create folders and subfolders to organize versions
- On any sheet, the Version you are budgeting in is indicated in the top right of your screen
- If you have access to multiple Versions, you have the ability to choose a Version from the selector

Key Concepts: Levels

- A **Levels** represent the hierarchy of key organizational units, i.e., Divisions, Cost Centers, PPGs



- On any sheet, the Level you are budgeting to is indicated in the top right of your screen under the Version selector
- Select the Level you would like to budget from the Level selector
- Your Level access will be restricted to only Levels you are responsible for
- If you have access to multiple levels, you have the ability to choose a level from the selector
- Be sure to budget to the correct level

Key Concepts: Accounts

❏ **Accounts** are containers that group actuals and planning values, such as income, expense or any business metrics.

➤ GL Accounts – The hierarchy usually matches your actual Chart of Accounts. *(Sample screenshot on the right)*



03 Sheets Overview



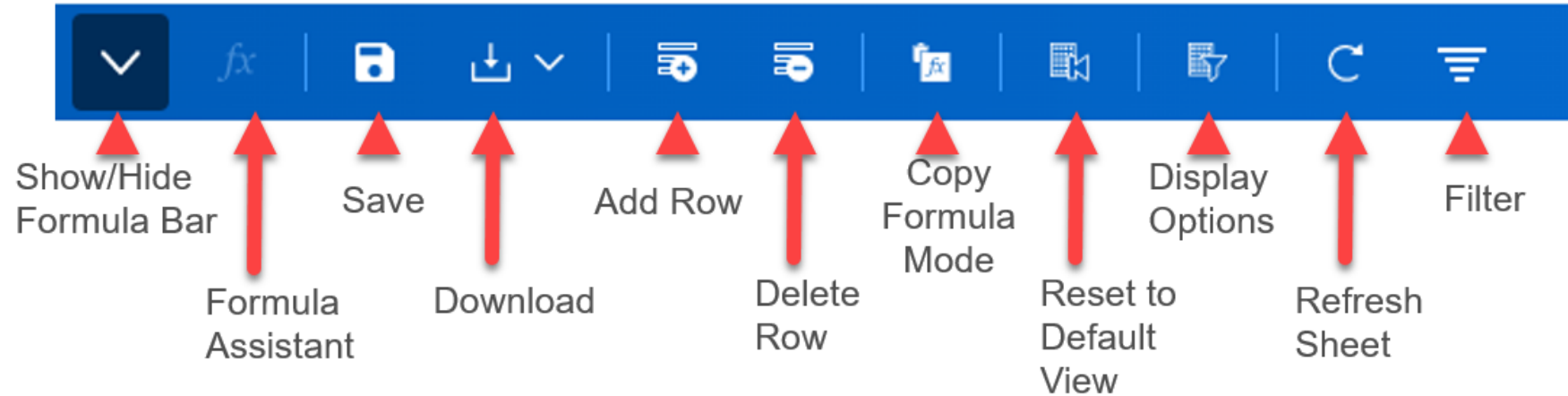
Sheets

Sheets are considered “Models” and is where all user data entry takes place in Adaptive

- ❑ Sheets can be found from the navigation menu under both the “Sheets” tab and the “Assumptions” tab.
- ❑ Planners only see the sheets that an administrator has placed on the levels the planner owns, and only sees data for the owned levels or sheets that have been assigned to them.
- ❑ The Sheets Overview page provides links to every sheet that is available to a specific user.

Sheets Toolbar

- Some sheets display this toolbar



- Other sheets display this toolbar



Using Multiple Sheets

- ❑ Users can have several sheets open at the same time. To do this simply hold down “Ctrl” and select any hyperlink within adaptive. For example, using the navigation menu hold down Ctrl and select “sheets”. This will open a new tab.
- ❑ You can be in the same sheet and have different views and make edits to each of them and the data from the separate sheet will populate into the other once it is refreshed
- ❑ Other users can be in the same sheet as you and they can also make changes and once it is saved the data will populate into yours.
- ❑ As data is saved in your sheets the data will immediately be visible in other supporting sheets or reports

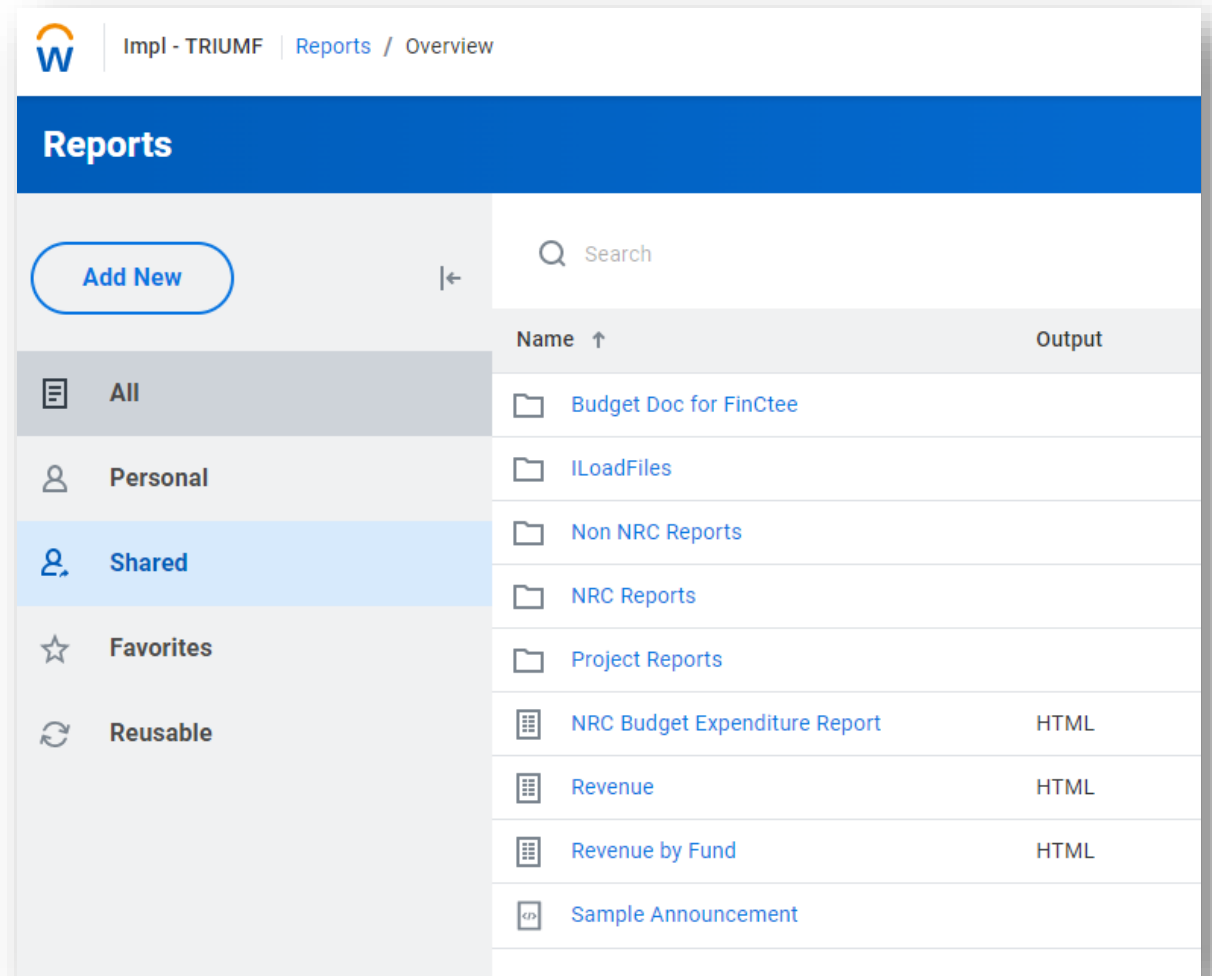
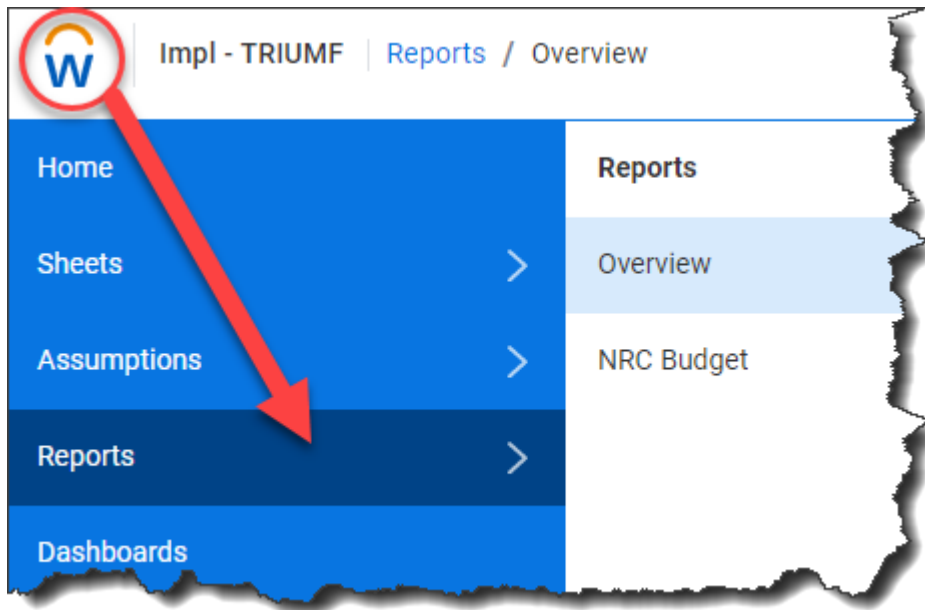
04 Reporting

2022-08-12



Reports

- ❑ An **Adaptive Report** displays data drawn from your Adaptive model based on the parameters set by the user who created the report.
- ❑ Select any report by clicking on the report name.



Reports

Report respects level access, allow for Report Notes and are Drillable back to the sheets or if from actual plan, drill into transactions.

1. Select a drillable cell in the report and an explore cell window will show up.
2. On top right section, one of the option is to Drill into Transaction.

The screenshot displays the software interface for 'Impl - TRIUMF' Reports / NRC Expenditures. The main report shows a table with columns for Budget Current, Budget FY22-23, Actuals, Commitment, Obligations, Total, Available Balance, and Actual Last Year. The 'Actuals' column for FY22-23 shows a value of 3,564 CAD. An orange arrow points from this cell to a 'Transaction Detail Report' window. The 'Transaction Detail Report' window shows a table with columns for Ledger, Level, Account, Transaction Type, Post Date, Transaction Date, Document Date, Memo, Amount, Purchase Order No., Supply Invoice No., and Supplier Name. The 'Amount' column shows a value of 3,564 CAD. The 'Transaction Detail Report' window also includes a 'Filters' section with the following criteria: Account is 6700 Chemical and Scientific Supplies, Level is PRG_2426 OFF-LINE ION SOURCE, Post Date greater than or equal to Apr 1, 2022, and Post Date less than Apr 1, 2023. The 'Sorted By' section includes: Fund is National Research Council Fund (FUND), Ledger in ascending order, Level in ascending order, Account Name in ascending order, Transaction Type in ascending order, Post Date in ascending order, Transaction Date in ascending order, Document Date in ascending order, Memo in ascending order, Amount in ascending order, Purchase Order No. in ascending order, Supply Invoice No. in ascending order, Supplier Name in ascending order, Customer in ascending order, Fund in ascending order, and These imported transactions may not tie to actuals due to accounting adjustments.

<https://docs.google.com/document/d/1H4RgfURxqCimztX-5Dnx8kCtkgPOGurn89P9HU9wCpQ/edit?usp=sharing>

Budget Current...	Budget FY22-23	Actuals	Commitment	Obligations	Total	Available Balance	Actual Last Year	
FY23-24	FY22-23	FY22-23	FY22-23	FY22-23	FY22-23	FY22-23	FY21-22	
6100:Computer and Technology	0	0	0	0	0	0	259	
6100:Computer - Hardware	0	0	0	0	0	0	120	
6500:Furniture & Electrical Equipment	0	0	0	0	0	0	4,800	
6500:Equipment - Electronics & Laser	0	0	498	0	498	0	0	
6500:Equipment - Electronics & Laser Supplies	0	0	0	903	903	0	0	
6500:Equipment - Mechanical & Vacuum	5,000	5,000	0	0	0	5,000	4,035	
6500:Equipment - Mechanical & Vacuum Supplies	10,000	10,000	0	0	0	10,000	14,986	
6500:Equipment - Power Supplies	5,000	5,000	0	0	0	5,000	0	
6500:Equipment - Repair & Maintenance	15,000	15,000	0	0	0	15,000	0	
6700:Supplies and other Expenses	0	0	0	0	0	0	2,188	
6700:Chemical and Scientific Supplies	5,000	5,000	0	1,486	5,050	5,000	336	
6700:Freight, Handling, Customs & Brokerage	0	0	0	0	1,348	0	996	
6700:Machine Shop Material Backcharge	0	0	0	0	45	0	96	
6700:Misc. Operating Supplies and Expenses	0	0	7,885	742	-6,114	2,493	0	374
6700:Office Supplies and Stationery	0	0	1	0	0	1	0	4

Transaction Detail Report

Actuals Amount: 3,564 CAD

Filters:

- Account is 6700 Chemical and Scientific Supplies
- Level is PRG_2426 OFF-LINE ION SOURCE
- Post Date greater than or equal to Apr 1, 2022
- Post Date less than Apr 1, 2023

Sorted By:

Fund is National Research Council Fund (FUND)

Note:

Ledger in ascending order; Level in ascending order; Account Name in ascending order; Transaction Type in ascending order; Post Date in ascending order; Transaction Date in ascending order; Document Date in ascending order; Memo in ascending order; Amount in ascending order; Purchase Order No. in ascending order; Supply Invoice No. in ascending order; Supplier Name in ascending order; Customer in ascending order; Fund in ascending order

These imported transactions may not tie to actuals due to accounting adjustments.

Ledger	Level	Account	Transaction Type	Post Date	Transaction Date	Document Date	Memo	Amount	Purchase Order No.	Supply Invoice No.	Supplier Name
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Prepaid Spend Amortization	Jun 24, 2022	Jun 24, 2022	Jun 24, 2022		281 CAD			Cleatech LLC
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Prepaid Spend Amortization	Jun 24, 2022	Jun 24, 2022	Jun 24, 2022		352 CAD			Cleatech LLC
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Prepaid Spend Amortization	Jun 24, 2022	Jun 24, 2022	Jun 24, 2022		774 CAD			Cleatech LLC
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Prepaid Spend Amortization	Jun 24, 2022	Jun 24, 2022	Jun 24, 2022		2,026 CAD			Cleatech LLC
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Receipt Accrual	Apr 1, 2022	Apr 1, 2022	Mar 31, 2022		-132 CAD			Sigma-Aldrich Canada Ls
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Receipt Accrual	Apr 1, 2022	Apr 1, 2022	Mar 31, 2022		-117 CAD			Sigma-Aldrich Canada Ls
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Receipt Accrual	Apr 1, 2022	Apr 1, 2022	Mar 31, 2022		-86 CAD			Sigma-Aldrich Canada Ls
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Supplier Invoice	May 1, 2022	May 1, 2022	Apr 4, 2022		68 CAD	PO-TR-2022-01081	Supplier Invoice: SI-2022-05162	Sigma-Aldrich Canada Ls
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Supplier Invoice	May 1, 2022	May 1, 2022	Apr 6, 2022		64 CAD	PO-TR-2022-01081	Supplier Invoice: SI-2022-05156	Sigma-Aldrich Canada Ls
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Supplier Invoice	Jul 1, 2022	Jul 1, 2022	Mar 9, 2022		86 CAD	PO-TR-2022-01081	Supplier Invoice: SI-2022-05175	Sigma-Aldrich Canada Ls
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Supplier Invoice	Jul 1, 2022	Jul 1, 2022	Mar 9, 2022		117 CAD	PO-TR-2022-01081	Supplier Invoice: SI-2022-05175	Sigma-Aldrich Canada Ls
Actuals	PRG_2426 OFF-LINE ION SOURCE	6700 Chemical and Scientific Supplies	Supplier Invoice	Jul 1, 2022	Jul 1, 2022	Mar 9, 2022		132 CAD	PO-TR-2022-01081	Supplier Invoice: SI-2022-05175	Sigma-Aldrich Canada Ls

Reports and Budget Inputs



AGENDA

01 Sheets & Reports Overview

02 Enter Budget / Forecast

03 Run reports

04 Project Dashboard

05 Q&A

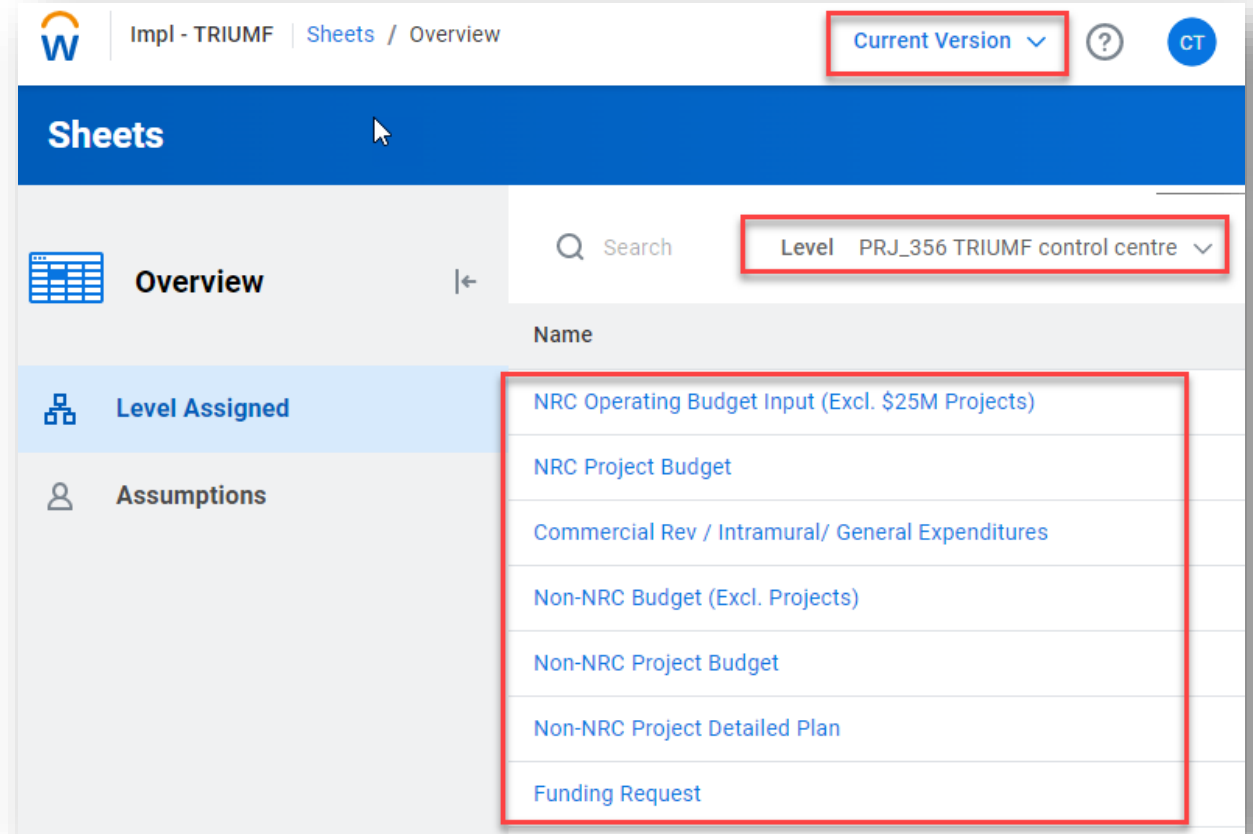
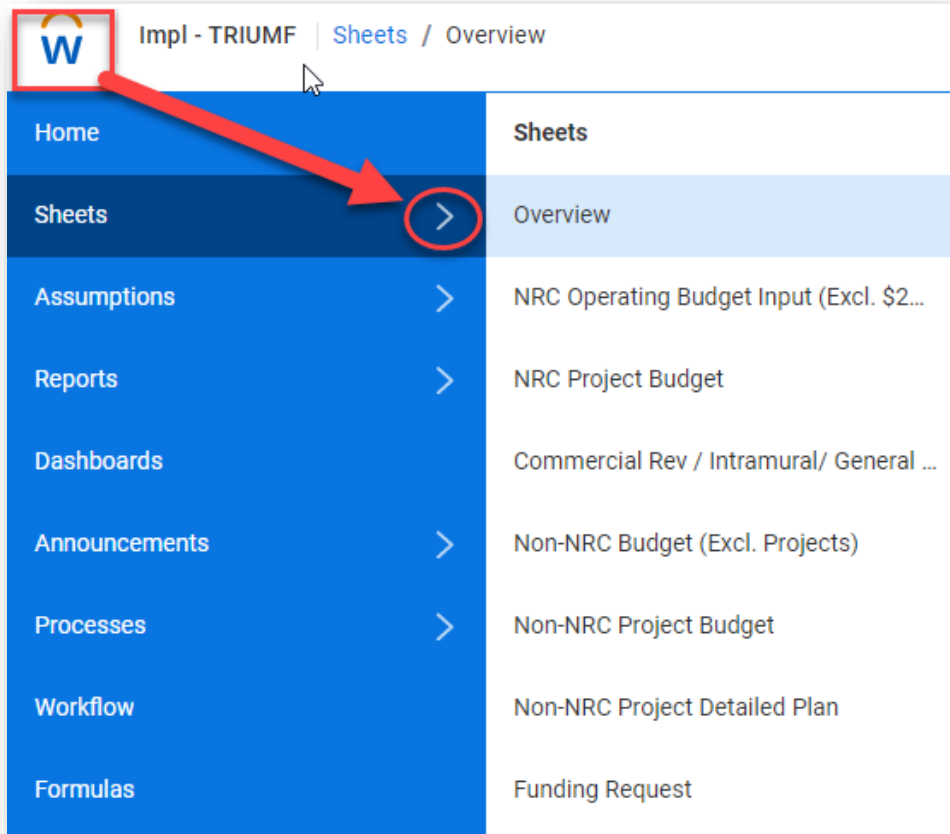


01 Sheets & Reports Overview



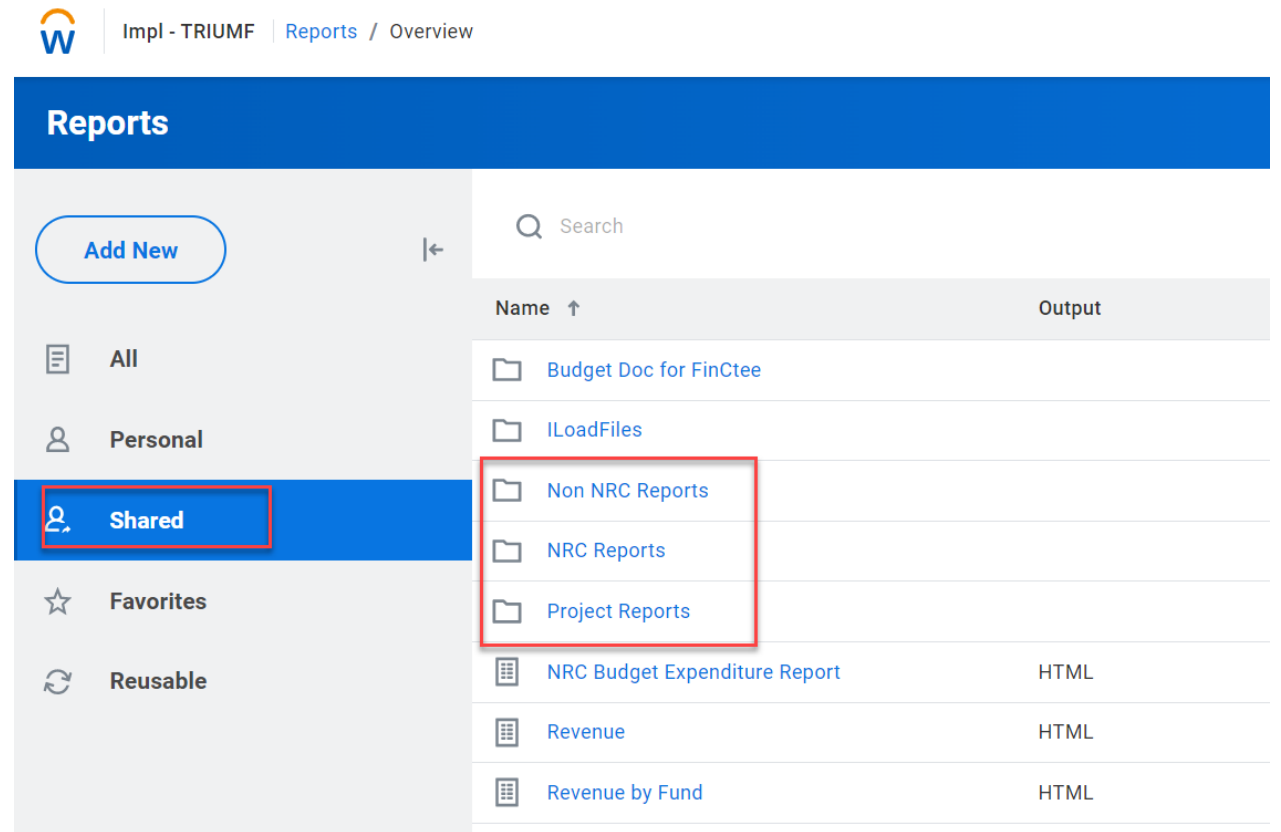
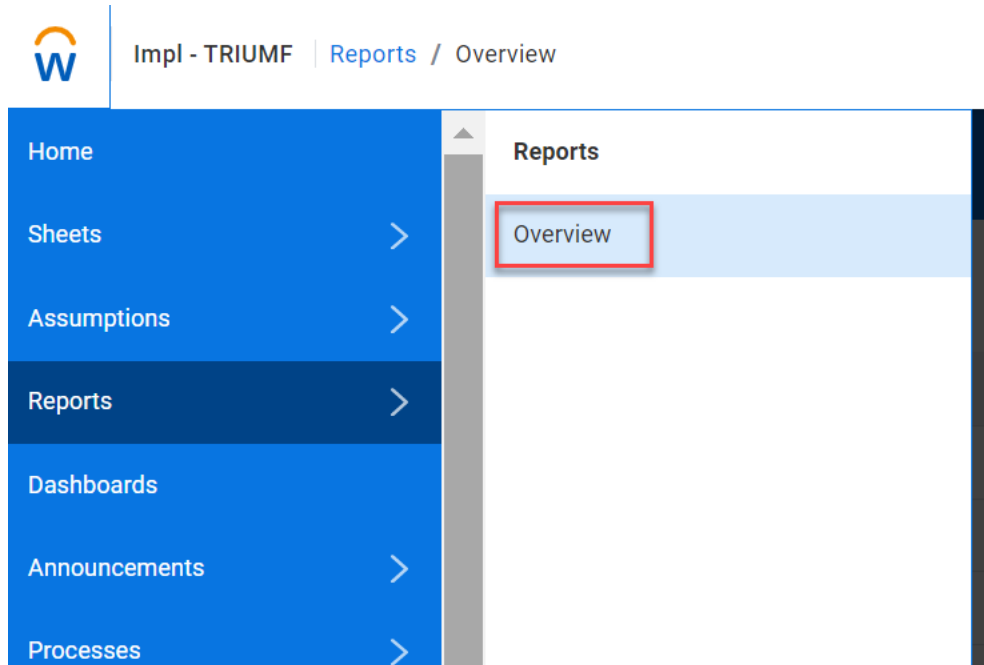
Sheets Overview

➤ Access the Planning sheets from Navigation Menu > Sheets > Overview



Reports Overview

➤ Access the reports from Navigation Menu > Reports > Overview



02 Enter Budget / Forecast



NRC Operating Budget Input (Excl. \$25M Projects)

➤ Navigation Menu > Sheets > NRC Operating Budget Input (Excl. \$25M Projects)

Steps

1 – Make sure you are on the desired version

2 – Select desired Level (PPG)

3 – Update the existing rows and/or add new rows to the plan by clicking on the Add Row icon. Delete any row, when necessary, thru the delete row icon.

NOTE: IS_Account is a mandatory column.

4 – Save.

The screenshot shows the 'NRC Operating Budget Input (Excl. \$25M Projects)' interface. It features a top navigation bar with the 'w' logo, 'Impl - TRIUMF', and a breadcrumb trail 'Sheets / NRC Operating Budget Input (Excl. \$2'. On the right of the top bar, there is a 'Current Version' dropdown (callout 1) and a 'CT' button. Below the top bar is a blue toolbar with various icons. A red box highlights the 'Save' icon (callout 4) and the 'Add Row' icon (callout 2). A red arrow points from the 'Add Row' icon to a new row being added at the bottom of the table (callout 3). The table has columns for '#', 'IS_ACCOUNTS *', 'AMOUNT', and 'COMMENT'. The existing rows are:

#	IS_ACCOUNTS *	AMOUNT	COMMENT
1	6500:Equipment - Repair & Maintenance	15,000	OPERATION MRO
2	6500:Equipment - Mechanical & Vacuum Supplies	10,000	2X SLITS LEBT
3	6500:Equipment - Power Supplies	5,000	BEAKERS & PARTS MWS
4	6700:Chemical and Scientific Supplies	5,000	OVENS & VALVES MCIS
5	6500:Equipment - Mechanical & Vacuum	5,000	SPARE SOURCE SIS
6	Total	40,000	

At the bottom, there is a status bar showing 'Showing rows 1-5 of 5.'

Non-NRC Project Detailed Plan

➤ Navigation Menu > Sheets > Non-NRC Project Detailed Plan

Steps

1 – Make sure you are on the desired version

2 – Select desired Project

3 – Update or add data on any white cells in the sheet.

4 – Save.

NOTE: Blue font cells are data not saved yet. Black fonts are when data were saved.

The screenshot shows the 'Non-NRC Project Detailed Plan' interface. Callout 1 points to the 'Current Version' dropdown in the top right. Callout 2 points to the 'Project PRJ_179 ARIEL-II BL4N' dropdown in the top left. Callout 3 points to a large white rectangular area in the data grid, indicating where to enter new data. Callout 4 points to the save icon (a floppy disk) in the top toolbar. The data grid has columns for fiscal years from Q1-FY21-22 to Q2-FY23-24 and rows for various project levels and accounts. Some cells contain numerical values, while others are empty or have blue text indicating unsaved data.

#	LEVELS, ACCOUNTS BY TIME	Q1-FY21-22	Q2-FY21-22	Q3-FY21-22	Q4-FY21-22	Q1-FY22-23	Q2-FY22-23	Q3-FY22-23	Q4-FY22-23	Q1-FY23-24	Q2-FY23-24
1	Top Level										
2	Research Division										
3	RES_ADMINISTRATION										
4	PRJ_179 ARIEL-II BL4N										
5	5.1.1										
6	Materials - Amount	55,909	14,917	7,800	30,423	10,023					
7	Labor - Hours										
8	Labor - Non-chargeable Hours										
9	5.1.3										
10	Materials - Amount				398	332					
11	Labor - Hours										
12	Labor - Non-chargeable Hours										
13	5.2.1										
14	Materials - Amount			7,868	10,547	38,564					
15	Labor - Hours										
16	Labor - Non-chargeable Hours										
17	5.2.2										
18	Materials - Amount			171,108	30,611	854					
19	Labor - Hours										
20	Labor - Non-chargeable Hours										
21	5.2.3										
22	Materials - Amount					1,771					
23	Labor - Hours										
24	Labor - Non-chargeable Hours										

All currency values shown in CAD - Canada, Dollars

Non-NRC Project Budget

➤ Navigation Menu > Sheets > Non-NRC Project Budget

Steps

- 1 – Make sure you are on the desired version
- 2 – Select desired Fund (Default)
- 3 – Select the Level (PPG) under the Fund (Default).
- 4 – Validate data. Materials are from the Non-NRC Project Detailed Plan directly while Labour is from Non-NRC Project Detailed Plan multiplied by the Standard Rate per Hour.

The screenshot shows the 'Non-NRC Project Budget' interface. At the top right, a dropdown menu is set to 'Current Version' (callout 1). Below the toolbar, the formula bar displays '=ACCT.NonNRC_Proj.Hours_Nonchargeable * ASSUM.Std_Rate_per_Hour'. Below the formula bar, the 'Fund (Default)' dropdown is set to 'CERN Cryomodules Fund' (callout 2), and the 'Levels' dropdown is set to 'PRJ_455 CERN HI-LUMI CMs Fabrication and Assembly' (callout 3). The main table displays budget data by time period.

#	ACCOUNTS BY TIME	Q1-FY21-22	Q2-FY21-22	Q3-FY21-22	Q4-FY21-22	Q1-FY22-23	Q2-FY22-23	Q3-FY22-23	Q4-FY22-23	Q1-FY23-24
1	Total Budget	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000
2	Cumulative Actuals Spend before April 2021	157,588	0	0	0	0	0	0	0	0
3	Materials	35,546	62,661	92,147	149,452	59,415				
4	Labor									
5	Hours - charged to project									
6	Labor - charged to project	9,315	9,357	9,703	36,248	3,899	0	0	0	0
7	Cumulative Spend	202,449	274,468	376,318	562,018	625,332	625,332	625,332	625,332	625,332
8	Available Balance	9,765,634	9,624,719	9,651,833	9,542,562	9,364,808	9,373,062	9,374,668	9,374,668	9,374,668
9	Non-chargeable labor (for information)									
10	Hours - Non-chargeable to project									
11	Labor - Non-chargeable to project						0	0	0	0
12	For information									
13	Obligations	31,917	100,813	-28,151	-104,579	9,861	-1,707			
14	Commitment			0	0	0	3,312			

Funding Request

➤ Navigation Menu > Sheets > Funding Request

Steps

- 1 – Make sure you are on the desired version
- 2 – Update the existing rows and/or add new rows to the plan by clicking on the Add Row icon. Delete any row, when necessary, thru the delete row icon.
- 3 – Save.

Name	Code	Type
Status		Dimension
Assigned PPG for Approved Request		Text
Priority Rank		Text Selector
Short Name		Text
Description of the Request		Text
Expected Measure Outcome		Text
Total Request in Current Year		Number
Future commitments Year 1		Number
Future commitments Year 2		Number
Future commitments Year 3		Number
Phased Implementation (Y/N)		Text Selector
Can request amount be scaled down? (Y/N)		Text Selector
If scalable, minimum required in Current Year		Number
PMOG initiation sheet submitted		Text Selector
Can request be deferred to Future Years (Y/N)		Text Selector
If a deferral is either not possible or not recommended state reason:		Text
Further information >>		Text
Aligned with Strategic Goal (Y/N)		Text Selector
Strategic Goal #		Text
Achieves cost savings for TRIUMF (Y/N)		Text Selector
Generates new revenue for TRIUMF (Y/N)		Text Selector
Mitigates risk (Y/N)		Text Selector
Risk ID (Division Head to insert per Enterprise Risk Registry)		Text
Mandated via a legal requirement		Text Selector
People considerations:		Text
Created By:		Text
User PPG *		Level *

Impl - TRIUMF | Sheets / Funding Request

Current Version ? CT

3 2

#	PRIORITY RANK	SHORT NAME	DESCRIPTION OF THE REQUEST	EXPECTED MEASURE OUTCO...	TOTAL REQUEST IN CURRENT ...	FUTURE COMMITMENTS YEAR 1	FUTURE COMMITMENTS YEAR 2	FUTURE COMMITMENTS YEAR 3	PHASE
1	1	Disposal Low & High-Level Legacy Rad. Waste to	The decades-long buildup of TRIU...	Irradiated Targets: Funding requi...	510,000	400,000	250,000	250,000	Yes

Showing rows 1-1 of 1.

Project List

➤ Navigation Menu > Assumption > Project List

This List is available to all Adaptive users.

The screenshot shows the 'Project List' interface. The navigation menu on the left includes Home, Sheets, Assumptions (highlighted), Reports, Dashboards, Announcements, and Processes. The main content area displays a list of projects with columns for Transaction, Project ID, Project Start Date, Project Status, Gate Status, Program (Project Hierarchy), and Project Leader. A 'Levels' dropdown is visible in the top right corner.

#	TRANSACTION_FU...	PROJECT ...	PROJECT	PROJECT START DATE	PROJECT STAT...	GATE STAT...	PROGRAM (PROJECT HIERARCHY)	TRIUMF PROJECT LEADER (AKA. WORKDAY PROJECT MANAGER)	TRIUMF PROJECT MANAGE
1	Affiliated Institutions...	PRJ_359_67...	PRJ_359_...	12/5/2015	Active	G3 passed - D...	Accelerator Systems	Bob Laxdal	Bob Laxdal
2	Affiliated Institutions...	PRJ_359_67...	PRJ_359_...	12/5/2015	Active	G3 passed - D...	Accelerator Systems	Bob Laxdal	Bob Laxdal
3	Affiliated Institutions...	PRJ_360_67...	PRJ_360_...	12/5/2015	Active	G3 passed - D...	Accelerator Systems	Bob Laxdal	Bob Laxdal
4	Affiliated Institutions...	PRJ_360_67...	PRJ_360_...	12/6/2015	Active	G3 passed - D...	Accelerator Systems	Bob Laxdal	Marco Marchetto
5	CFI Infrastructure Op...	PRJ_310	PRJ_310 ...	12/5/2015	Active	G4A passed - ...	ARIEL	Friedhelm Ames	Brad Schultz
6	Canada Foundation f...	PRJ_358	PRJ_358 ...	12/5/2015	Active	G2 passed - P...	ARIEL	Bill Richert	Melchor B Almario
7	Canada Foundation f...	PRJ_424	PRJ_424 ...	12/5/2015	Active	G3 passed - D...	ARIEL	Bill Paley	Asita Perera
8	Canada Foundation f...	PRJ_179	PRJ_179 ...	12/5/2015	Active	G3 passed - D...	ARIEL	Yuri Bylinskii	Yuri Bylinskii
9	Canada Foundation f...	PRJ_342	PRJ_342 ...	12/5/2015	Active	G2 passed - P...	ARIEL	Peter Bayliss	Peter Bayliss
10	Canada Foundation f...	PRJ_353	PRJ_353 ...	12/5/2015	Active	G2 passed - P...	ARIEL	Alexander Gottberg	Norman Muller
11	Canada Foundation f...	PRJ_354	PRJ_354 ...	12/5/2015	Active	G3 passed - D...	ARIEL	Marco Marchetto	David Wager
12	Canada Foundation f...	PRJ_355	PRJ_355 ...	12/5/2015	Active	G3 passed - D...	ARIEL	Peter Kunz	
13	Canada Foundation f...	PRJ_487	PRJ_487 ...	12/5/2015	Active	G3 passed - D...	ARIEL	Adam Newsome	Chad Fisher
14	National Research C...	PRJ_356	PRJ_356 ...	12/5/2015	Active	On-hold	FY20-25 \$25M NRC Infrastructure	Jonathan Aoki	Kathleen Genge, David Prev
15	National Research C...	O 85	O 85 Acc...	12/5/2015	Active	In process	Operational Commitment	Oliver Kester	

*For UAT, use UAT/Current Version

03 Run Reports



NRC Expenditures Report

➤ Navigation Menu > Reports> Overview>NRC Reports folder>NRC Expenditures

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- NRC Expenditures**
- NRC reporting_updated_OfficeConnect.xlsx

All

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Shared

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NRC Expenditures

1. Choose your PPG from Level

Level **Top Level** Current Year FY22-23 Current Budget Version Budget FY22-23

Search

Name

- Accelerator Division
 - ACC_ACCELERATOR OPERATIONS**
 - GR_149 POLARIZER NSERC
 - GR_152 CHARLES SAP-IN NSERC DG
 - GR_110 Characterization of highly charged ion beams and post ...
 - GR_120 Systematic investigations and improvements of the effi...
 - PRG_2426 OFF-LINE ION SOURCE
 - PRG_2489 CHARGE STATE BREEDERS
 - PRG_2490_CYCLOTRON DRIVER PARTICLE SOURCES_CYCLOT...
 - PRG_2490_ELINAC DRIVER PARTICLE SOURCES_ELINAC
 - PRG_2499 RIB CONTROLS

2. Click Run Report

Select parameters and run to view the report

[Run Report](#) [Show All Parameters](#)

*For UAT, use UAT/Current Version

NRC Project Portfolio Report

➤ Navigation Menu > Reports> Overview>Project Reports folder>NRC Project Portfolio

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- NRC Reports
- Project Reports

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- Favorites

- NRC Project Portfolio
- Project Portfolio
- Project Portfolio_Test

NRC Project Portfolio

1. Choose your Project!

Project **Project** Current Year FY22-23

Search 493

Name	Path
PRJ_493 ISAC LINAC RF System Refurbi...	Project > FY20-25 \$25M NRC Infrastruct...

Select parameters


2. Click Run Report

Run Report

*For UAT, use UAT/Current Version

Non-NRC Project Portfolio Report

➤ Navigation Menu > Reports> Overview>Project Reports folder > Non-NRC Project Portfolio

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Reusable

Non NRC Project Portfolio

NRC Project Portfolio

Project Portfolio

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Non NRC Project Portfolio

1. Select your Project

Transaction_Fund Transaction_Fund ▾ Project Project ▾ Current Year FY22-23 ▾



Select parameters and run to view the report

2. Run Report

Run Report

Show All Parameters

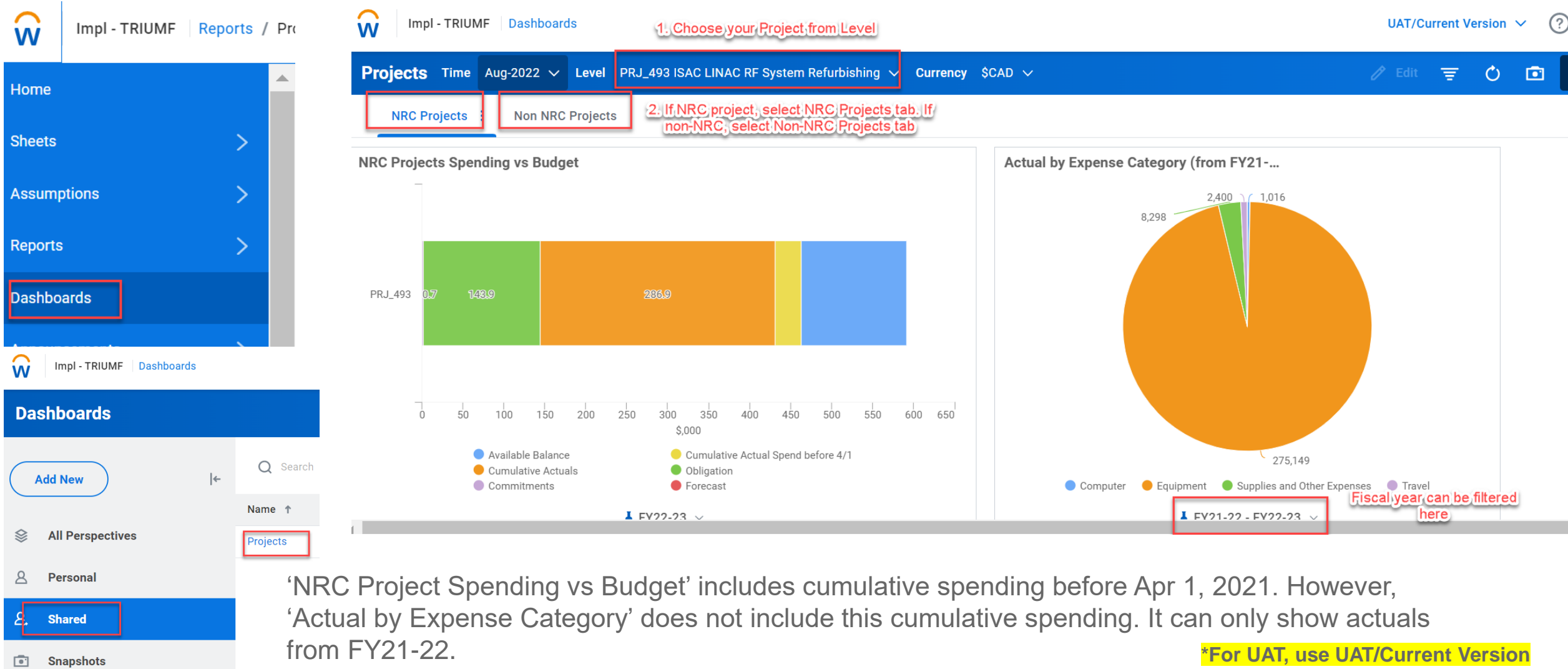
*For UAT, use UAT/Current Version

04 Project Dashboard




Project Dashboard


➤ Navigation Menu > Dashboard> Shared Folder> Projects



Project Dashboard

➤ Navigation Menu > Dashboard> Shared Folder> Projects

 Impl - TRIUMF [Dashboards](#)

UAT/Current Version 

Projects Time Aug-2022 ▾ Level PRJ_493 ISAC LINAC RF System Refurbishing ▾ Currency \$CAD ▾

 Edit    [NRC Projects](#)  [Non NRC Projects](#)

FY22-23 ▾

FY21-22 - FY22-23 ▾

Year ▾

NRC Project

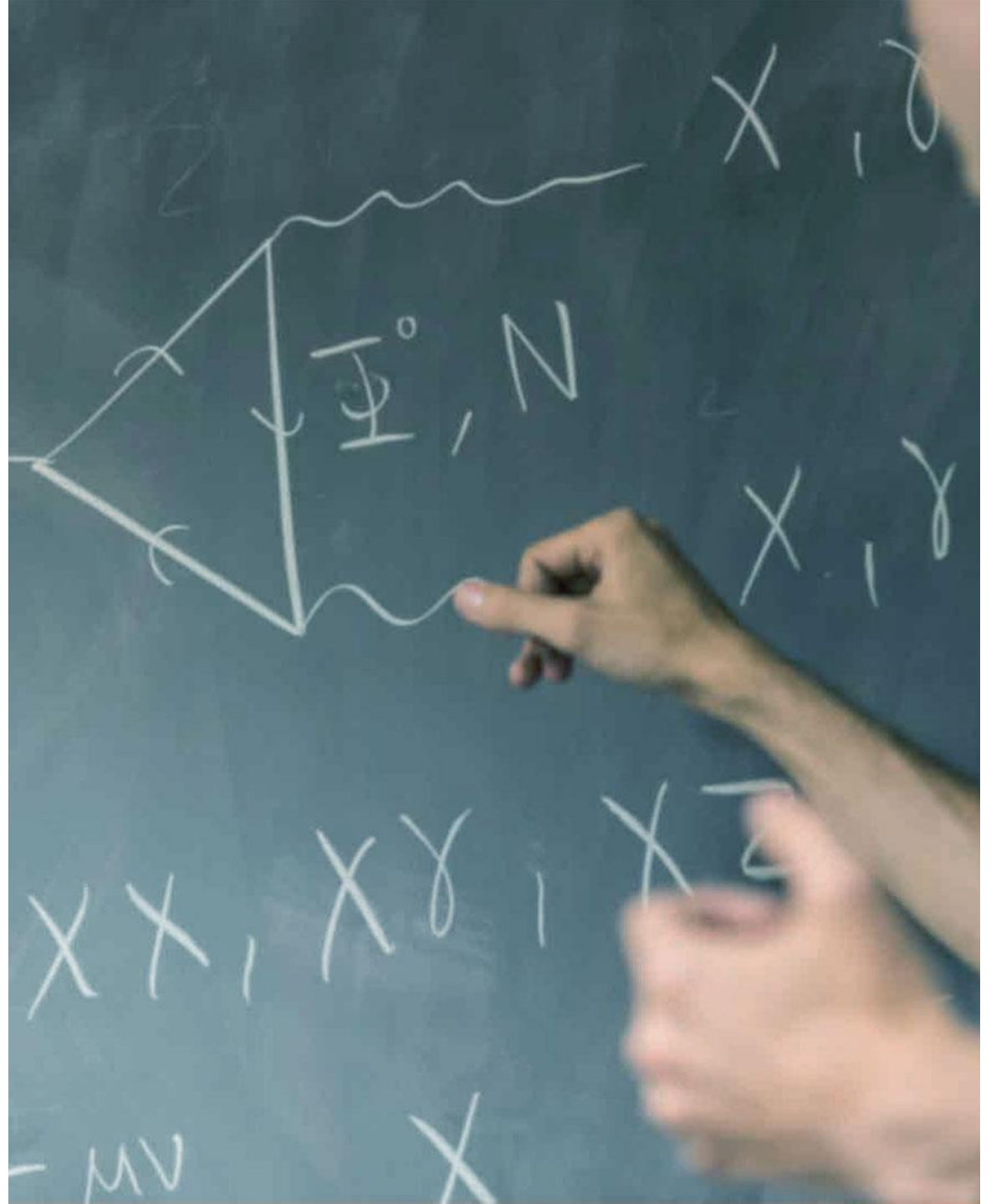
    

NRC Reporting [\\$25M Projects](#) ▾ Fund (Default) [National Research Council Fund](#) ▾ Levels [PRJ_493 ISAC LINAC RF System Refurbishing](#) ▾

#	ACCOUNTS BY TIME	Q3-FY23-24	Q4-FY23-24	FY23-24	Q1-FY24-25	Q2-FY24-25	Q3-FY24-25	Q4-FY24-25	FY24-25	Q1-FY25-26	Q2-FY25-26	Q3-FY25-26	Q4-FY25-26	FY25-
1	Total Budget	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
2	Cumulative Actuals Spend before April 2021													
3	Materials	10,000	10,000	40,000	10,000	10,000	10,000	10,000	40,000	12,500	12,500	12,500	12,500	50,000
4	Cumulative Spend	201,499	211,499	211,499	229,379	239,379	249,379	259,379	259,379	271,879	284,379	296,879	309,379	309,379
5	Available Balance	98,501	88,501	88,501	70,621	60,621	50,621	40,621	40,621	28,121	15,621	3,121	-9,379	-9,379
6	▼ Non-chargeable Labour													
7	Forecasted Hours				100				100					
8	Forecasted Labour Cost	0	0	0	7,780	0	0	0	7,780	0	0	0	0	

All currency values shown in CAD - Canada, Dollars

In the lower part of this Dashboard, Project Budget input sheet is displayed. Project Leaders can also choose to input forecast from here.



Thank you
Merci

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