

IFS 2005 Year-End Seminar Range Control

In the IFS system there are several reports that allow you to print totals for a range of departments, programs, or objects. They include the Revenue and Expenditure Budget Report (option 2110), the Account Activity Report (option 3010), the Receipts Ledger (option 6030), and the Disbursement Ledger (option 6070). The new Alternate Trial Balance (option 3195) also makes use of these ranges.

In order for the totals to print correctly in these reports, the ranges need to be set up correctly in the range control file. To set these ranges up, select menu option 1090 to Work with Range Control File.

```

11/09/2005   Integrated Financial System   IFX00 1
09:45:15           Main Menu           HDDINGMA
                Version: V06R08M00

1090█ :Select           Position to: _____

Option  Activity      Function
 1010  G/L Maint  Work with System Control File
 1030  G/L Maint  Work with Elements File
 1050  G/L Maint  Work with Chart of Accounts File
 1051  G/L Maint  Account Mass Maint for GASB34
 1070  G/L Maint  Work with Distribution Formulas
 1090  G/L Maint  Work with Range Control File
 1110  G/L Maint  Work with Report Model File
 1130  G/L Maint  Work with Fund/Dept Security File
 1150  G/L Maint  Work with Authorization File

 2010  Budget    Work with Budget Information
 2030  Budget    Budget Report by Model

More...

F3=Exit   F5=Refresh   F12=Cancel

```

IFS 2005 Year-End Seminar Range Control

A screen similar to the following appears:

```

Mode:                ***** COUNTY OF ROCK *****           IFG04  1
11/09/2005  10:30:04           Work with Range Control File       QPADEV000E

Element Position to position to . .  █

Type options, press Enter.
  2=Change  4=Delete  5=Display

      Range      Limits
Opt   Pos      From   To   Range Description
-     1         01     01   GENERAL FUND
-     1         02     29   SPECIAL REVENUE FUNDS
-     1         30     36   DEBT SERVICE FUNDS
-     1         37     44   CAPITAL PROJECT FUNDS
-     1         45     49   PERMANENT FUNDS
-     1         50     59   ENTERPRISE FUNDS
-     1         60     69   INTERNAL SERVICE FUNDS
-     1         70     89   TRUST AND AGENCY FUNDS
-     1         90     95   DISCRETELY PRESENTED COMPONENT UNITS
-     1         98     98   CAPITAL ASSETS
-     1         99     99   LONG TERM DEBT

                                                                    More...

F3=Exit  F5=Refresh  F6=Add  F21=Print

```

If you have not used range control before, this screen may be empty.

The range position column on the screen usually correlates to the element position. Range position 1 refers to funds, range position 2 refers to departments, range position 3 refers to programs, and range position 4 refers to services. However, the range position for objects is always a 6.

From the screen above we see all of the ranges that have been set up for funds. We also see that there is a “gap” in the ranges that have been set up for the funds. If we ever add a fund 96 or 97 to the system, we will have a problem because the report will not know where to include the totals for those funds. It is recommended that there be no gaps in the ranges for any range position. So we want to add a range control record to cover that gap.

IFS 2005 Year-End Seminar Range Control

Press F6 to add a new range control record:

```
Mode: ADD          ***** COUNTY OF ROCK ***** IFG04  2
11/09/2005  10:30:04          Work with Range Control File          QPADEV000E

Type information, press Enter.
Range Position. . . . . >      █
From Limit. . . . .           0000
To Limit. . . . .            0000
Ranges Description. . . . .
Last Update . . . . .

F3=Exit  F4=Prompt  F5=Refresh          F12=Previous
```

We want to add a range control record for range position 1, from limit 96, to limit 97, and an appropriate description:

```
Mode: ADD          ***** COUNTY OF ROCK ***** IFG04  2
11/09/2005  10:30:04          Work with Range Control File          QPADEV000E

Type information, press Enter.
Range Position. . . . . >      1
From Limit. . . . .           96
To Limit. . . . .            97
Ranges Description. . . . .    UNUSED FUNDS█
Last Update . . . . .

F3=Exit  F4=Prompt  F5=Refresh          F12=Previous
```

IFS 2005 Year-End Seminar Range Control

After pressing Enter, the new range control record is added to the file:

```

Mode: UPDATE          ***** COUNTY OF ROCK ***** IFG04 1
11/09/2005 13:03:10      Work with Range Control File  QPADEV000E

Element Position to position to . .  █

Type options, press Enter.
  2=Change  4=Delete  5=Display
    Range      Limits
Opt   Pos      From   To   Range Description
-     1         01    01   GENERAL FUND
-     1         02    29   SPECIAL REVENUE FUNDS
-     1         30    36   DEBT SERVICE FUNDS
-     1         37    44   CAPITAL PROJECT FUNDS
-     1         45    49   PERMANENT FUNDS
-     1         50    59   ENTERPRISE FUNDS
-     1         60    69   INTERNAL SERVICE FUNDS
-     1         70    89   TRUST AND AGENCY FUNDS
-     1         90    95   DISCRETELY PRESENTED COMPONENT UNITS
-     1         96    97   UNUSED FUNDS
-     1         98    98   CAPITAL ASSETS

More...

F3=Exit  F5=Refresh  F6=Add  F21=Print

```

You may also use option 2 to change a record, or option 4 to delete a record.

Note that the “From” and “To” limits do not have to be valid elements in the elements file.

IFS 2005 Year-End Seminar Range Control

It's also important to note that this maintenance program does not check for gaps or overlaps in the ranges. So you will need to look through the ranges for each position to see if there are any gaps or overlaps, and then make corrections as are necessary. For example, look at the ranges for the object position:

```

Mode:                ***** COUNTY OF ROCK *****             IFG04  1
11/09/2005  13:39:59                Work with Range Control File             QPADEV000E

Element Position to position to . .      █

Type options, press Enter.
  2=Change  4=Delete  5=Display
      Range      Limits
Opt   Pos      From   To   Range Description
-     6      1000   1999  ASSETS
-     6      2000   2999  LIABILITIES AND BALANCE
-     6      5001   5049  TAXES
-     6      5050   5099  SPECIAL ASSESSMENTS
-     6      5100   5199  LICENSES AND PERMITS
-     6      5200   5499  INTERGOVERNMENTAL CHARGES
-     6      5270   5279  PAYMENTS IN LIEU OF TAXES
-     6      5280   5299  LOCAL GRANTS
-     6      5300   5399  STATE GRANTS
-     6      5400   5499  FEDERAL GRANTS
-     6      5500   5599  CHARGES FOR SERVICES

                                                                 More...

F3=Exit  F5=Refresh  F6=Add  F21=Print

```

There is a problem with the range record showing 5200 through 5499, because the following range record begins with 5270. So we will change the range record to be 5200 through 5269 to eliminate the overlap. Put a '2' next to the record to be fixed:

```

Mode:                ***** COUNTY OF ROCK *****             IFG04  1
11/09/2005  13:39:59                Work with Range Control File             QPADEV000E

Element Position to position to . .      _

Type options, press Enter.
  2=Change  4=Delete  5=Display
      Range      Limits
Opt   Pos      From   To   Range Description
-     6      1000   1999  ASSETS
-     6      2000   2999  LIABILITIES AND BALANCE
-     6      5001   5049  TAXES
-     6      5050   5099  SPECIAL ASSESSMENTS
-     6      5100   5199  LICENSES AND PERMITS
2     6      5200   5499  INTERGOVERNMENTAL CHARGES
█     6      5270   5279  PAYMENTS IN LIEU OF TAXES
-     6      5280   5299  LOCAL GRANTS
-     6      5300   5399  STATE GRANTS
-     6      5400   5499  FEDERAL GRANTS
-     6      5500   5599  CHARGES FOR SERVICES

                                                                 More...

F3=Exit  F5=Refresh  F6=Add  F21=Print

```

IFS 2005 Year-End Seminar Range Control

Change the "To" limit to be 5269:

```

Mode: UPDATE          ***** COUNTY OF ROCK *****      IFG04  2
11/09/2005  13:39:59          Work with Range Control File      QPADEV000E

Type information, press Enter.
Range Position. . . . . >      6
From Limit. . . . .           5200
To Limit. . . . .             5269
Ranges Description. . . . .    INTERGOVERNMENTAL CHARGES
Last Update . . . . .         7/15/2003  12:15:36  MIDSTATE

                                                                    Roll up/down
F3=Exit  F4=Prompt  F5=Refresh  F10=Toggle Mode  F12=Previous
    
```

After pressing Enter, the range control is now corrected:

```

Mode: UPDATE          ***** COUNTY OF ROCK *****      IFG04  1
11/09/2005  14:26:13          Work with Range Control File      QPADEV000E

Element Position to position to . .  █

Type options, press Enter.
  2=Change  4=Delete  5=Display

  Range      Limits
Opt  Pos    From  To    Range Description
-    6      1000  1999  ASSETS
-    6      2000  2999  LIABILITIES AND BALANCE
-    6      5001  5049  TAXES
-    6      5050  5099  SPECIAL ASSESSMENTS
-    6      5100  5199  LICENSES AND PERMITS
-    6      5200  5269  INTERGOVERNMENTAL CHARGES
-    6      5270  5279  PAYMENTS IN LIEU OF TAXES
-    6      5280  5299  LOCAL GRANTS
-    6      5300  5399  STATE GRANTS
-    6      5400  5499  FEDERAL GRANTS
-    6      5500  5599  CHARGES FOR SERVICES

                                                                    More...

F3=Exit  F5=Refresh  F6=Add  F21=Print
    
```

IFS 2005 Year-End Seminar Range Control

You can also use F21 to print a listing of the Range Control file:

PAGE

IF619

COUNTY 67

***** COUNTY OF ROCK *****
INTEGRATED FINANCIAL SYSTEM
RANGES CONTROL FILE

HHDINGMA

1/09/2005
4:36:55

1 - RANGES BY FUND

- 001 - 001 GENERAL FUND
- 002 - 029 SPECIAL REVENUE FUNDS
- 030 - 036 DEBT SERVICE FUNDS
- 037 - 044 CAPITAL PROJECT FUNDS
- 045 - 049 PERMANENT FUNDS
- 050 - 059 ENTERPRISE FUNDS
- 060 - 069 INTERNAL SERVICE FUNDS
- 070 - 089 TRUST AND AGENCY FUNDS
- 090 - 095 DISCRETELY PRESENTED COMPONENT UNITS
- 096 - 097 UNUSED FUNDS
- 098 - 098 CAPITAL ASSETS
- 099 - 099 LONG TERM DEBT

2 - RANGES BY DEPT

- 001 - 009 LEGISLATIVE
- 010 - 029 JUDICIAL
- 030 - 039 EXECUTIVE
- 040 - 059 FINANCIAL ADMINISTRATION
- 060 - 089 GENERAL ADMINISTRATION
- 090 - 099 LEGAL
- 100 - 109 PROPERTY RECORDS AND CONTROL
- 110 - 119 BUILDINGS AND PLANT
- 120 - 149 OTHER GENERAL GOVERNMENT
- 200 - 249 PUBLIC SAFETY
- 250 - 279 COMMUNITY CORRECTIONS
- 280 - 299 EMERGENCY SERVICES
- 300 - 389 HIGHWAY
- 390 - 399 SANITATION
- 400 - 479 HUMAN SERVICES AND WELFARE
- 480 - 489 HEALTH
- 500 - 519 CULTURAL
- 520 - 599 RECREATION
- 600 - 699 AGRICULTURAL AND NATURAL RESOURCES
- 700 - 799 ECONOMIC DEVELOPMENT AND OPPORTUNITY
- 800 - 899 MISCELLANEOUS AND NON-DEPARTMENTAL

3 - RANGES BY PROGRAM

- 710 - 719 CHILD/FAMILY CARE SERVICES
- 720 - 729 CHILD CARE SERVICES
- 730 - 739 CHEMICAL DEPENDENCY SERVICES
- 740 - 749 MENTAL HEALTH SERVICES
- 750 - 759 DEVELOPMENTALLY DISABLED SERVICES

IFG19 PAGE

COUNTY 67

***** COUNTY OF ROCK *****
 INTEGRATED FINANCIAL SYSTEM
 RANGES CONTROL FILE

HHDINGMA

1/09/2005
 4:36:55

760 - 769 DISABLED OR FUNCTIONALLY IMPAIRED ADULTS
 770 - 779 ADULT PROTECTION SERVICES
 780 - 789 ELDERLY PERSONS SERVICES
 790 - 999 OTHER SS,PARKS,RECREATION,CONSERVATION

4 - RANGES BY ACTIVITY

 0000 - 0599 GEN GOVERNMENT,SAFETY,HIGHWAY AND HEALTH
 0600 - 0699 INCOME MAINTENANCE
 0700 - 0709 SOCIAL SERVICES ADMINISTRATION
 0710 - 0719 CHILD/FAMILY CARE SERVICES
 0720 - 0729 CHILD CARE SERVICES
 0730 - 0739 CHEMICAL DEPENDENCY SERVICES
 0740 - 0749 MENTAL HEALTH SERVICES
 0750 - 0759 DEVELOPMENTALLY DISABLED SERVICES
 0760 - 0769 DISABLED OR FUNCTIONALLY IMPAIRED ADULTS
 0770 - 0779 ADULT PROTECTION SERVICES
 0780 - 0789 ELDERLY PERSONS SERVICES
 0790 - 0999 OTHER SS,PARKS,RECREATION,CONSERVATION

6 - RANGES BY OBJECT

 1000 - 1999 ASSETS
 2000 - 2999 LIABILITIES AND BALANCE
 5001 - 5049 TAXES
 5050 - 5099 SPECIAL ASSESSMENTS
 5100 - 5199 LICENSES AND PERMITS
 5200 - 5269 INTERGOVERNMENTAL CHARGES
 5270 - 5279 PAYMENTS IN LIEU OF TAXES
 5280 - 5299 LOCAL GRANTS
 5300 - 5399 STATE GRANTS
 5400 - 5499 FEDERAL GRANTS
 5500 - 5599 CHARGES FOR SERVICES
 5600 - 5699 FINES AND FORFEITURES
 5700 - 5749 INVESTMENT EARNINGS
 5750 - 5799 GIFTS AND CONTRIBUTIONS
 5800 - 5899 MISCELLANEOUS
 5900 - 5999 OTHER FINANCING SOURCES, SPECIAL ITEMS
 6001 - 6099 PUBLIC AID ASSISTANCE
 6100 - 6149 SALARIES AND WAGES
 6150 - 6199 EMPLOYEE BENEFITS
 6200 - 6229 COMMUNICATION & TRANSPORTATION SERVICES
 6230 - 6239 TYPING, PHOTOCOPYING, DUPLICATING & BIND
 6240 - 6249 PUBLICITY, SUBSCRIPTIONS & DUES
 6250 - 6259 UTILITY SERVICES
 6260 - 6299 PROFESSIONAL & TECHNICAL FEES FOR SERVIC
 6300 - 6329 REPAIRS AND MAINTENANCE
 6330 - 6339 TRAVEL
 6340 - 6349 RENTALS & SERVICE AGREEMENTS

IFG19 Pagi

COUNTY 67

***** COUNTY OF ROCK *****
INTEGRATED FINANCIAL SYSTEM
RANGES CONTROL FILE

HHINGMA

1/09/2005
4:36:55

6350 - 6379 OTHER CHARGES
6380 - 6399 INTERDEPARTMENTAL CHARGES
6400 - 6409 OFFICE SUPPLIES
6410 - 6429 GENERAL OPERATING SUPPLIES
6430 - 6449 SURGICAL & MEDICAL SUPPLIES
6450 - 6479 OTHER OPERATING SUPPLIES
6480 - 6499 NON-CAPITALIZED EQUIPMENT SUPPLIES
6500 - 6559 ROAD & BRIDGE SUPPLIES & MATERIALS
6560 - 6599 REPAIR & MAINTENANCE SUPPLIES
6600 - 6699 CAPITAL OUTLAY
6700 - 6799 DEBT SERVICE
6800 - 6899 OTHER EXPENDITURES
6900 - 6999 OTHER FINANCING USES, SPECIAL ITEMS