

Report Name: Budget Profile Report

Description: Displays all positions in "budget eligible" E-Classes for each unit. This report is exportable to Excel.

Purpose: Units are to make any necessary changes and updates to the Budget Profile codes on **NBAPBUD** for positions to be included in the Salary Planner extracts before the production extracts are pulled.

How it can be used: Report data is based on the user's Banner security. After selecting a report you will be directed to a form for additional information needed to complete the request.

Please allow time for processing while the report verifies your Banner security and then processes the report request.

Report Source: Enterprise Data Warehouse

Report Tool: Cold Fusion

Universe: N/A

Frequency: On Demand

Location: [UHR Reporting Portal](#)

To Request Access: You can only access information for your organization. Your access is based on your Banner security and you must have General HR Reporting security access.

For more information on requesting access to other HR Reports or to locate your Unit Security Contact (USC) refer to the following website:
http://www.hr.uillinois.edu/human_resource_systems/reporting_portal/


Example Report

Budget Profile

Report Description - Displays all positions in "budget eligible" E-Classes for each unit. Units are to make any necessary changes and updates to the Budget Profile codes on NBAPBUD for Planner extracts before the production extracts are pulled.

Loading Data - It may take a few seconds for data to load.

Sorting - Click on a column heading to sort data. It may take a few seconds for data to sort.

 Excel Download

COA	Org	UIN	Name	Position -Suffix	Position Title	Budget Profile Code	P-Class	Position Status	Position Begin Date	Positic Date
9					EXEC DIR HR	R	NBLAA	A	07/01/2005	
9					REPORTING SPEC	R	SALAA	A	07/01/2003	
9					SR COORD HR ...	R	RGLCA	A	07/01/2003	
9					DIR HRIS OPER	R	NAMAA	A	08/14/2008	
9					SR DIR HRIS ST...	R	NGMEA	A	11/16/2011	
9					ASSOC V PRES	R	FELAA	A	07/01/2003	

Field Name	Definition
<i>Chart Of Account</i>	Campus designation
<i>Organization code</i>	Organization code for department
<i>UIN</i>	Employee UIN number
<i>Employee Name</i>	Employee Name; Last, First, Middle I
<i>Position</i>	Six character position identifier
<i>Suffix</i>	Two character code that further defines the Position
<i>Position Title</i>	Position Title
<i>Budget Profile Code</i>	Indicates whether a particular Position will be included in the annual salary planner process
<i>P_Class</i>	Position class code
<i>Position Status</i>	Description of the Position Status Code that indicates whether a position is A = Active, C = Cancelled, F = Frozen or I = Inactive.
<i>Position Begin Date</i>	Date the position started
<i>Position End Date</i>	Date the position will end
<i>Position E_Class</i>	Position E-Class code
<i>Job Title</i>	Job Title
<i>Job Type</i>	Primary, Second, or Overload; single or pooled
<i>Job Status</i>	Indicates the status of a particular job
<i>Job FTE</i>	Full Time Employment equivalent value; cannot exceed 1.0
<i>Job Effective Date</i>	Date the record becomes effective for Payroll purposes
<i>Job End Date</i>	End date of the job