MEMORANDUM

To: Principal Investigators

From: Andrés G. Gil, Vice President for Research

Re: Project financials in PantherSoft

Date: April 14, 2014

During my recent meeting with researchers on March 20, I mentioned that the results of the DoR Annual Customer Survey showed that budget reports in PantherSoft continue to be a key area of persistent challenges. Additionally, I indicated that we would be providing new monthly reports for PIs. Thus, I am pleased to announce that DoR has automated the creation and distribution of monthly project financial reports from PantherSoft to an FIU Research Intranet site. Since this is an <u>intranet</u> site, you may need to sign in the first time you access the site. The user ID is "ad\your FIU my accounts username" and you may use your my accounts password.

The **March 2014** month-end reports for your **active** projects are available and can be accessed at https://intranet.fiu.edu/research. Departmental research administrators have been informed and have been granted access to see the project financial reports for their respective areas. An updated *Research Reports* training guide has been posted to the FIU Research website at http://research.fiu.edu/award-management/documents/runningResearchReportPeopleSoft.pdf

If you have any questions or feedback about accessing the reports, please email Robert Zurita at zuritar@fiu.edu. For questions regarding the financial data in the reports, please contact your Post Award Financial Manager—http://research.fiu.edu/dor/pages/post-award.html .

Please note that salary encumbrance data is not currently included in the reports. We recognize the value of this data in the management of your project's finances and are working with the Division of IT, Human Resources and Finance to turn this functionality on in Panthersoft so that the data will be available for reporting.