



SUBJECT: Helpful Public Queries

The following are some of the more commonly run queries along with a description of the kind of information that is provided.

| Name | Description |
|-----------------------------|---|
| UHCL_CC_LIST | Lists all active and inactive Cost Centers for UHCL. |
| UHCL_CC_LIST_ACTIVE | Lists only the active cost centers for UHCL. |
| UHCL_CC_LIST_GRANTS | Lists all active and inactive grant cost centers for UHCL. |
| UHS_ACCOUNT_LISTING | Lists all accounts with short and long description. |
| UHS_ACCT_BUDACCT_XREF | Lists the budget account for each actual account. |
| UHS_AP_DELETED_VOUCHERS | Lists all deleted vouchers that need budget checked to return funds to the Cost Center BBA. |
| UHS_AP_SEARCH_FOR_VENDORS | Lists vendors meeting criteria entered by the user, including: name, DBA /Dept name, Federal ID / Social Security Number, or zip code. "DBA" stands for "Doing Business As". Use "%" for unknown fields or the query will not work. |
| UHS_AP_SEARCH_FOR_VOUCHERS | Lists vouchers entered for a particular department, vendor, PO, invoice, or range of dates. Use "%" for unknown fields or the query will not work. |
| UHS_AP_VOUCHERS_BY_OPERATOR | Lists vouchers entered by a particular operator within a specified date range. |
| UHS_AP_VOUCHER_DATES | Lists the four dates entered on the Voucher Calculate Basis Date page. |
| UHS_BUD_JRNL_BY_DEPT_FY | Lists budget journals for a specified department and fiscal year. |
| UHS_JOURNAL_INQ | Lists journals for a specified source, business unit, and date range. |
| UHS_PO_VOUCHER | Lists all the vouchers paid against a specified PO. |
| UHS_PO_VENDOR_PHONE_FAX | Lists contact information for a vendor using the Vendor ID. This information may also be accessed within the vendor component of PeopleSoft on the Address page, Telephone link. |
| UHS_PO_BY_DEPT_NODE | Lists all PO's for a department. Use "%" for unknown fields or the query will not work. |
| UHS_WF_AP_NOT_POSTED | Lists all Vouchers in workflow that are not posted. All the workflow steps are listed including where the voucher is currently. Note: When entering UHS_WF_AP in the query name, you will get all workflow queries related to vouchers. |
| UHS_WF_REQ_NOT_APPROVED | Lists all requisitions in workflow that are not approved. NOTE: When entering UHS_WF_REQ in the query name, you will get all the workflow queries related to requisitions. |