

Work Instruction

ZFM3 - Find the Funds Center for a Fund (Document)

ZFM3

Purpose

Use this procedure to display a fund's attributes, including the currently assigned funds center.

Trigger

Perform this procedure when you know a fund number and want to confirm the funds center to which it currently is assigned.

Menu Path

Use the following menu path to begin this transaction:

- Select **Accounting → Public Sector Management → Funds Management → Master Data → Account Assignment Elements → Fund → Additional Fund Attributes → ZFM3 - Display Attributes** to go to the *Display Fund Attributes: Initial Screen*.

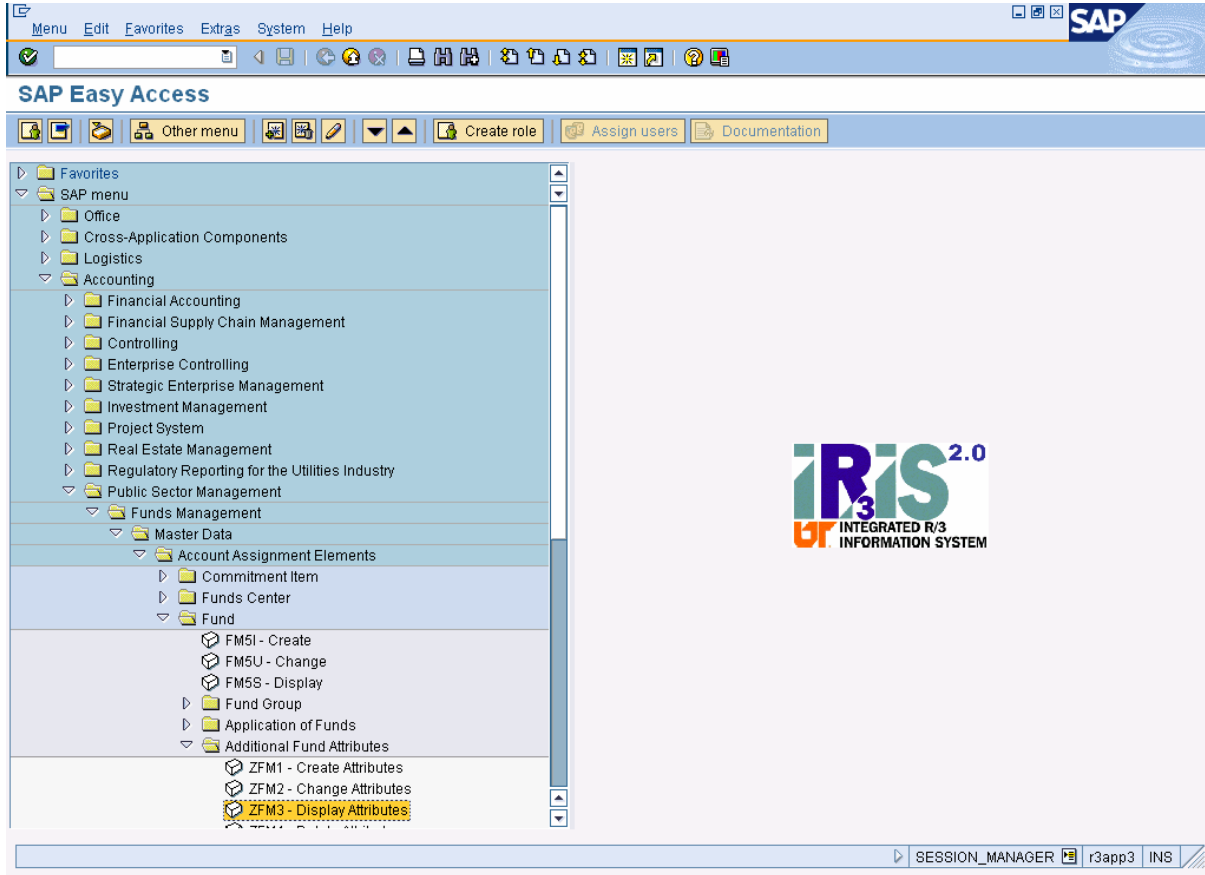
Transaction Code

ZFM3

Procedure

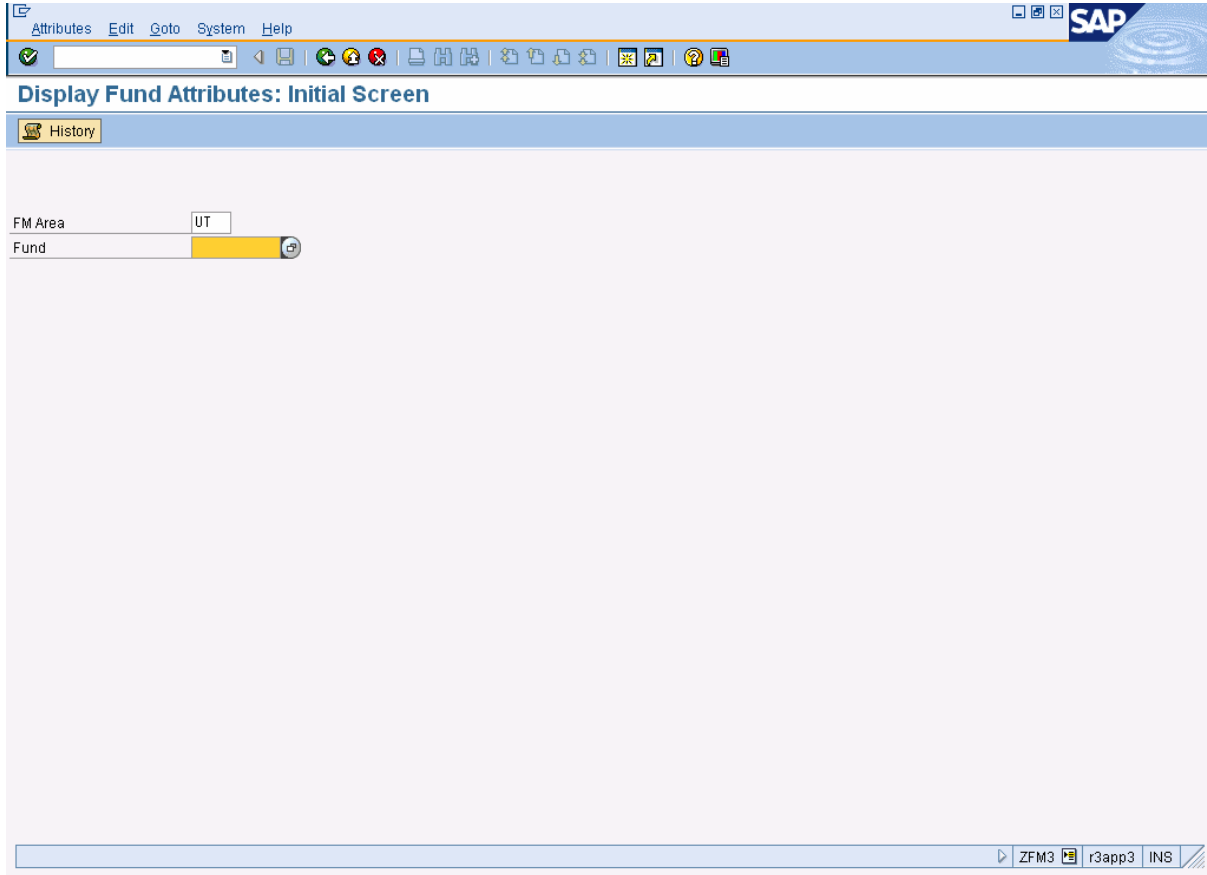
1. Start the transaction using the menu path or transaction code.

SAP Easy Access





2. Double-click **ZFM3 - Display Attributes**. The *Display Fund Attributes: Initial Screen* will be displayed as shown below.

Display Fund Attributes: Initial Screen

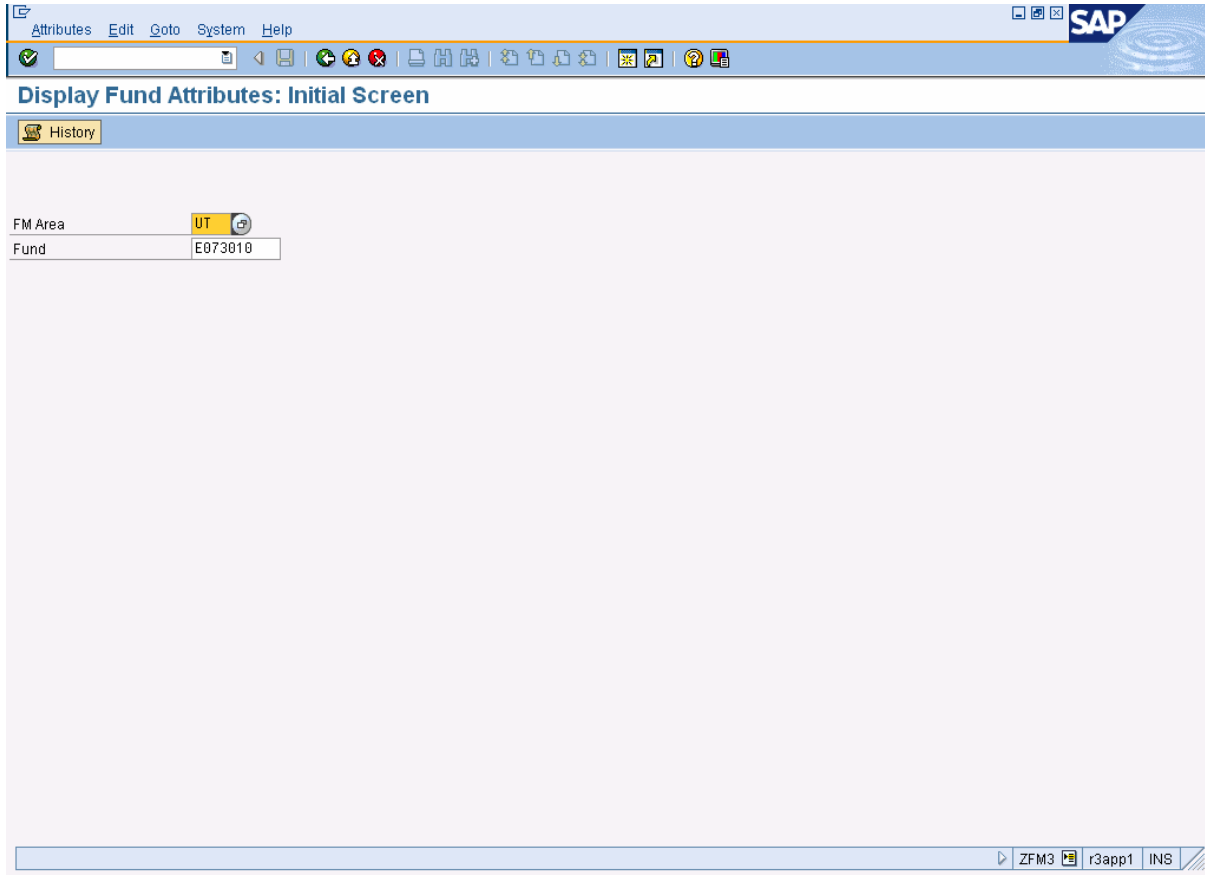


3. As required, complete/review the following fields:

Field Name	R/O/C	Description
FM Area	R	The organizational unit within an institution used to represent a closed system for funds management and budgeting. Example: UT
Fund	R	A separately budgetable source of money. Can be either a cost center or a WBS element.  If you do not know the fund, click  (Matchcode) to search for it. Example: E073010 R011017046 F010000890

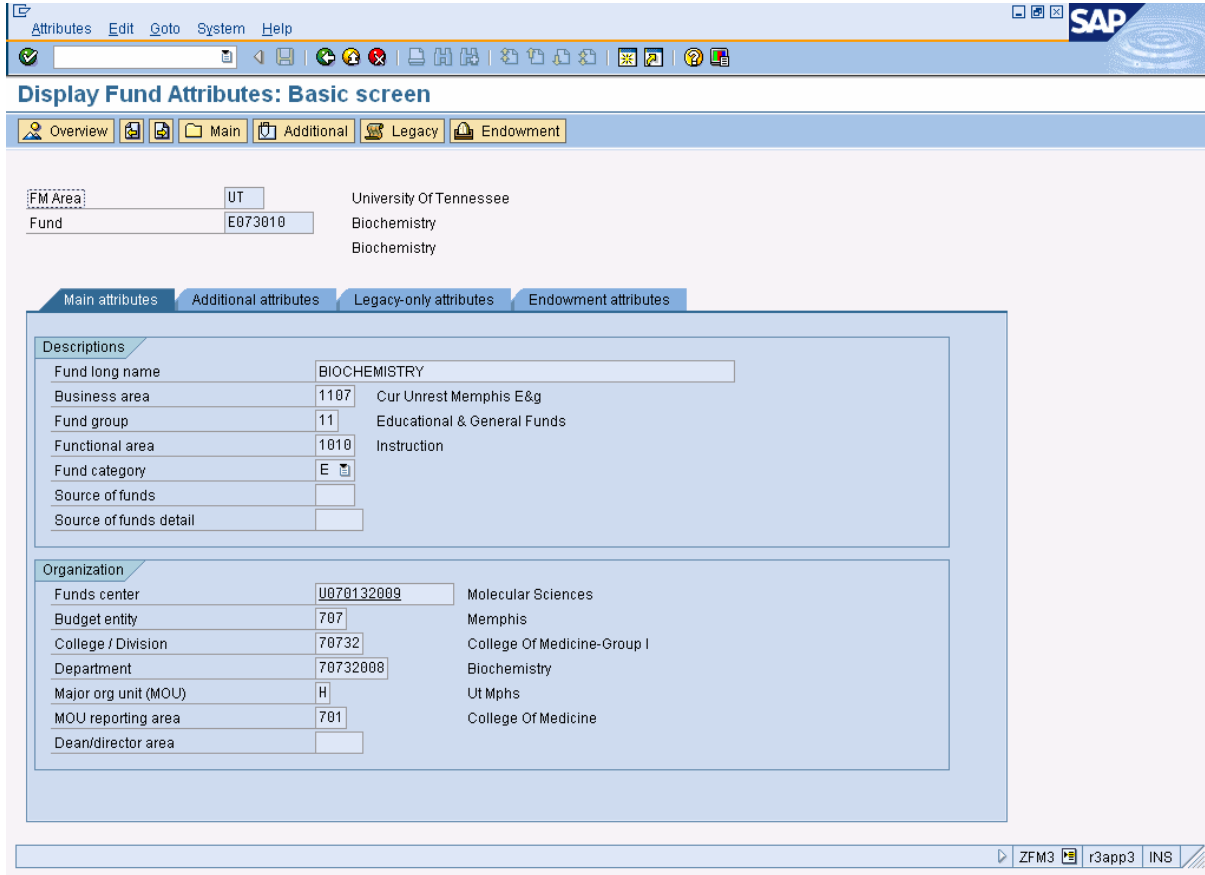
In this example, fund "E073010" was entered in the *Fund* field as shown below.

Display Fund Attributes: Initial Screen



4. Click  History. The *Display Fund Attributes: Basic* screen will be displayed as shown below.

Display Fund Attributes: Basic screen



The screenshot displays the SAP 'Display Fund Attributes: Basic screen'. At the top, there is a navigation bar with 'Attributes', 'Edit', 'Goto', 'System', and 'Help' menus. Below this is a toolbar with various icons. The main content area is titled 'Display Fund Attributes: Basic screen' and features a navigation pane with tabs for 'Overview', 'Main', 'Additional', 'Legacy', and 'Endowment'. The 'Main' tab is active, showing the 'Main attributes' section. This section includes fields for 'FM Area' (UT) and 'Fund' (E073010), with corresponding descriptions: 'University Of Tennessee', 'Biochemistry', and 'Biochemistry'. Below this, there are four sub-tabs: 'Main attributes', 'Additional attributes', 'Legacy-only attributes', and 'Endowment attributes'. The 'Main attributes' sub-tab is selected, showing a table of fund details. The 'Organization' section is expanded, showing a table of organizational details. The 'Funds center' is listed as 'U070132009' with the description 'Molecular Sciences'. Other organizational details include 'Budget entity' (707), 'College / Division' (70732), 'Department' (70732008), 'Major org unit (MOU)' (H), and 'MOU reporting area' (701). The bottom right corner of the screen shows the user ID 'ZFM3' and the application 'r3app3 | INS'.

Descriptions		
Fund long name		BIOCHEMISTRY
Business area	1107	Cur Unrest Memphis E&g
Fund group	11	Educational & General Funds
Functional area	1010	Instruction
Fund category	E	
Source of funds		
Source of funds detail		

Organization		
Funds center	U070132009	Molecular Sciences
Budget entity	707	Memphis
College / Division	70732	College Of Medicine-Group I
Department	70732008	Biochemistry
Major org unit (MOU)	H	Ut Mphs
MOU reporting area	701	College Of Medicine
Dean/director area		

On the *Main attributes* tab, you can see the funds center listed in the *Organization* section of the tab. For this example, the funds center is *U070132009 – Molecular Sciences*.

You can maneuver through this screen by clicking on the various tabs to locate other information about the fund. For example, the responsible person information is located on the *Additional attributes* tab.

5. Click  (**Back**) to return to the *Display Fund Attributes: Initial Screen*.


Display Fund Attributes: Initial Screen

Attributes Edit Goto System Help

History

FM Area	UT
Fund	E073010

ZFM3 r3app3 INS

6. Click  (**Back**) to return to the *SAP Easy Access* screen.
7. You have completed this transaction.

Result

You have determined the funds center to which a specific fund is currently assigned.

Comments



For assistance, please contact the IRIS Helpdesk at irishelpdesk@tennessee.edu.