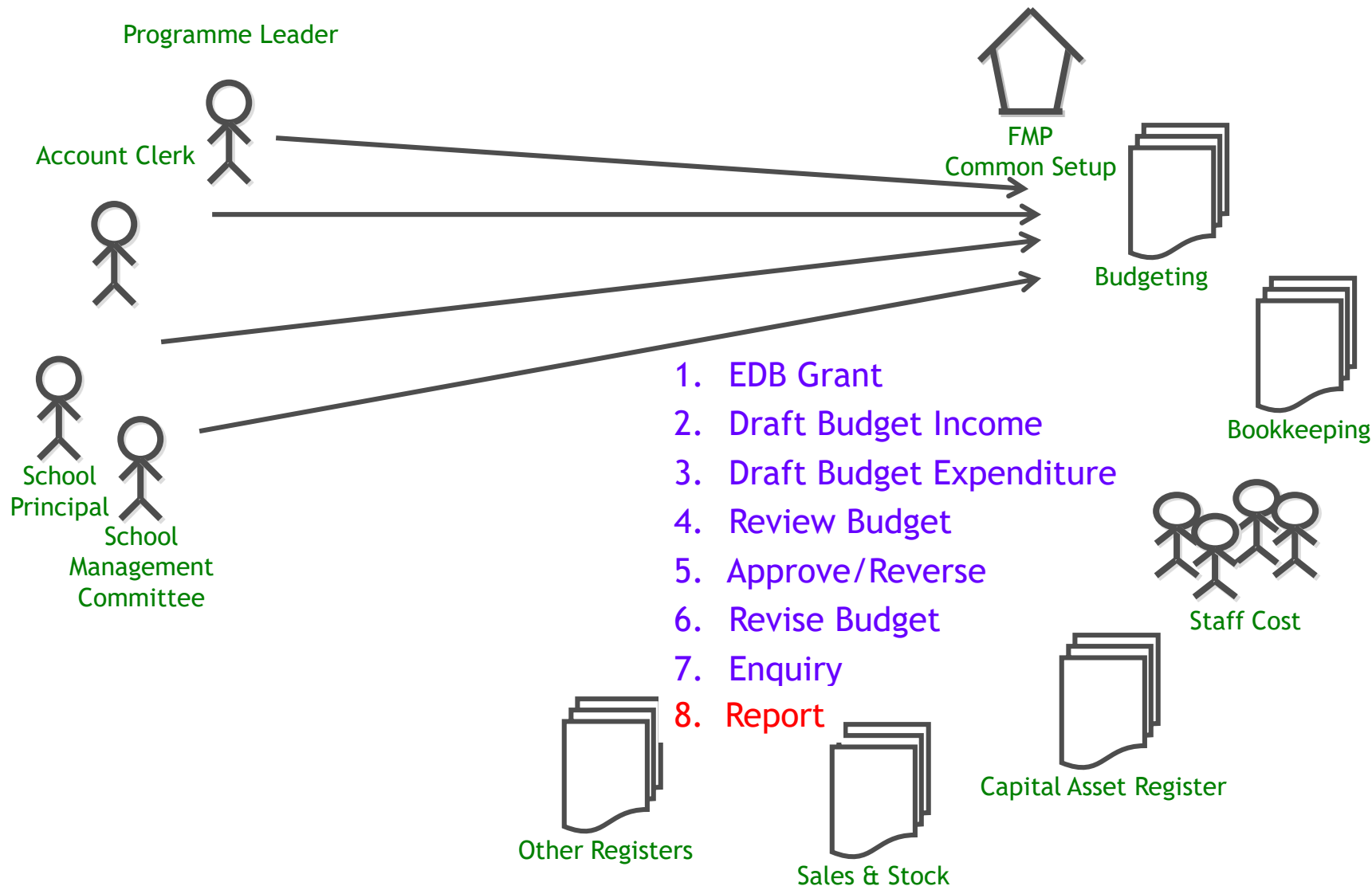


FMP - Budgeting



Budgeting - Report

- User can generate English or Chinese reports through this report function.
- Depend on school type, user can view the reports for the following categories
 - All Categories
 - FBG - Budgeting Report by Accounting Year
 - FBG - Budgeting Report by School Year
 - FBG - Consolidated Report by Accounting Year
 - FBG - Consolidated Report by School Year
 - FBG - Consolidated School Level Report by Accounting Year
 - FBG - Consolidated School Level Report by School Year
 - FBG - School Plan by School Year

Budgeting - Report

There are 4 types of report.

- Single School Level / Session and Bi-School Levels / Sessions Reports

These reports aimed for schools with accounting period from September to August. They will be printed according to accounting year. These reports have no suffix and ranges from FBG001 to FBG025.

- Consolidated School Level by Accounting Year

These reports aimed for schools with accounting period from September to August. They consolidate the budgets from multiple School Levels / Sessions. These reports will be printed according to accounting year and are suffixed by "T". These reports have ranges from FBG012T to FBG023T. Only Through Train schools can access these reports.

- Single School Level / Session and Bi-School Levels / Sessions School Year Reports

These reports are aimed for schools with accounting period from April to March. They will be printed according to school year and are suffixed by "S". These reports have ranges from FBG001S to FBG024S.


- Consolidated School Level / Session Reports by School Year

These reports are aimed for schools with accounting period from April to March. They consolidate budgets from multiple School Levels / Sessions. These reports will be printed according to School Year and are suffixed by "TS". These reports have ranges from FBG012TS to FBG023TS.

[S-FBG09-01] FMP > Budgeting > Report

Category

Language ☒ English ☐ Chinese

 Search  Reset

FMP

Common Setup

Budgeting

- EDB Grant
- Draft Budget
- Draft Budget
- Review Budget
- Approve/Reve
- Revise Budget
- Enquiry
- Report

Report Name (ID)

- ▶ [Budget and Expenditure Report \(R-FBG005-E\)](#)
- ▶ [Budget Expenditure by Programmes \(R-FBG002-E\)](#)
- ▶ [Budget Income by Ledger \(R-FBG001-E\)](#)
- ▶ [Expenditure Report by Grant Type \(R-FBG009-E\)](#)
- ▶ [Five Year Forecast for Income and Expenditure \(R-FBG010-E\)](#)
- ▶ [History of Revision to Budget Income and Expenditure \(R-FBG011-E\)](#)
- ▶ [OEBG Expenditure Budget \(R-FBG008-E\)](#)
- ▶ [OEBG Expenditure Report \(R-FBG007-E\)](#)
- ▶ [Summary of Budget Income and Expenditure \(R-FBG006-E\)](#)
- ▶ [Summary of Budgeting & Actual Income and Expenditure \(R-FBG025-E\)](#)
- ▶ [Variance Report of Expenditure \(R-FBG004-E\)](#)
- ▶ [Variance Report of Expenditure\(Without Amendment History\) \(R-FBG004A-E\)](#)
- ▶ [Variance Report of Income \(R-FBG003-E\)](#)

* Click ▶ or the link to display the report template(s) and then click the template you need to create the report.

Reports under
Budgeting Report by
Accounting Year

FMP

Common Setup

Budgeting

EDB Grant

Draft Budget Income

Draft Budget Expenditure

Review Budget

Approve/Reverse

Revise Budget

Enquiry

Report

[S-FBG09-01] FMP > Budgeting > Report

Category

FBG - Budgeting Report by School Year

Language

☒ English ☐ Chinese

Search



Reset

Report Name (ID)

- ▶ [Budget and Expenditure Report \(R-FBG005S-E\)](#)
- ▶ [Budget Expenditure by Programmes \(R-FBG002S-E\)](#)
- ▶ [Budget Income by Ledger \(R-FBG001S-E\)](#)
- ▶ [Expenditure Report by Grant Type \(R-FBG009S-E\)](#)
- ▶ [Five Year Forecast for Income and Expenditure \(R-FBG010S-E\)](#)
- ▶ [History of Revision to Budget Income and Expenditure \(R-FBG011S-E\)](#)
- ▶ [OEBG Expenditure Budget \(R-FBG008S-E\)](#)
- ▶ [OEBG Expenditure Report \(R-FBG007S-E\)](#)
- ▶ [Summary of Budget Income and Expenditure \(R-FBG006S-E\)](#)
- ▶ [Variance Report of Expenditure \(R-FBG004S-E\)](#)
- ▶ [Variance Report of Income \(R-FBG003S-E\)](#)

Click on the link to display the report template(s) and then click the template you need to create the report.

Reports under
Budgeting Report by
School Year

FMP

Common Setup

Budgeting

EDB Grant

Draft Budget Income

Draft Budget Expenditure

Review Budget

Approve/Reverse

Revise Budget

Enquiry

Report

[S-FBG09-01] FMP > Budgeting > Report

Category

FBG - Consolidated Report by Accounting Year

Language

☒ English ☐ Chinese

Search



Reset

Report Name (ID)

- ▶ [Consolidated Budget and Expenditure Report \(R-FBG016-E\)](#)
- ▶ [Consolidated Budget Expenditure by Programmes \(R-FBG013-E\)](#)
- ▶ [Consolidated Budget Income by Ledger \(R-FBG012-E\)](#)
- ▶ [Consolidated Expenditure Report by Grant Type \(R-FBG021-E\)](#)
- ▶ [Consolidated Five Year Forecast for Income and Expenditure \(R-FBG022-E\)](#)
- ▶ [Consolidated History of Revision to Budget Income and Expenditure \(R-FBG023-E\)](#)
- ▶ [Consolidated OEBG Expenditure Budget \(R-FBG020-E\)](#)
- ▶ [Consolidated OEBG Expenditure Budget with Bi-sessional Breakdown \(R-FBG018-E\)](#)
- ▶ [Consolidated OEBG Expenditure Report \(R-FBG019-E\)](#)
- ▶ [Consolidated Summary of Budget Income and Expenditure \(R-FBG017-E\)](#)
- ▶ [Consolidated Variance Report of Expenditure \(R-FBG015-E\)](#)
- ▶ [Consolidated Variance Report of Income \(R-FBG014-E\)](#)

* Click ▶ or the link to display the report template(s) and then click the template you need to create the report.

Reports under
Consolidated
Report by
Accounting Year

FMP

Common Setup

Budgeting

EDB Grant

Draft Budget Income

Draft Budget Expenditure

Review Budget

Approve/Reverse

Revise Budget

Enquiry

Report

[S-FBG09-01] FMP > Budgeting > Report

Category

FBG - Consolidated Report by School Year

Language

☒ English ☐ Chinese

Search



Reset

Report Name (ID)

- ▶ [Consolidated Budget and Expenditure Report \(R-FBG016S-E\)](#)
- ▶ [Consolidated Budget Expenditure by Programmes \(R-FBG013S-E\)](#)
- ▶ [Consolidated Budget Income by Ledger \(R-FBG012S-E\)](#)
- ▶ [Consolidated Expenditure Report by Grant Type \(R-FBG021S-E\)](#)
- ▶ [Consolidated Five Year Forecast for Income and Expenditure \(R-FBG022S-E\)](#)
- ▶ [Consolidated History of Revision to Budget Income and Expenditure \(R-FBG023S-E\)](#)
- ▶ [Consolidated OEBG Expenditure Budget \(R-FBG020S-E\)](#)
- ▶ [Consolidated OEBG Expenditure Budget with Bi-sessional Breakdown \(R-FBG018S-E\)](#)
- ▶ [Consolidated OEBG Expenditure Report \(R-FBG019S-E\)](#)
- ▶ [Consolidated Summary of Budget Income and Expenditure \(R-FBG017S-E\)](#)
- ▶ [Consolidated Variance Report of Expenditure \(R-FBG015S-E\)](#)
- ▶ [Consolidated Variance Report of Income \(R-FBG014S-E\)](#)

* Click ▶ or the link to display the report template(s) and then click the template you need to create the report.

Reports under
Consolidated Report
by School Year

FMP

Common Setup

Budgeting

EDB Grant

Draft Budget Income

Draft Budget Expenditure

Review Budget

Approve/Reverse

Revise Budget

Enquiry

Report

[S-FBG09-01] FMP > Budgeting > Report

Category

FBG - Consolidated School Level Report by Accounting Year

Language

☒ English ☐ Chinese

Search



Reset

Report Name (ID)

- ▶ [Consolidated Budget and Expenditure Report \(R-FBG016T-E\)](#)
- ▶ [Consolidated Budget Expenditure by Programmes \(R-FBG013T-E\)](#)
- ▶ [Consolidated Budget Income by Ledger \(R-FBG012T-E\)](#)
- ▶ [Consolidated Expenditure Report by Grant Type \(R-FBG021T-E\)](#)
- ▶ [Consolidated Five Year Forecast for Income and Expenditure \(R-FBG022T-E\)](#)
- ▶ [Consolidated History of Revision to Budget Income and Expenditure \(R-FBG023T-E\)](#)
- ▶ [Consolidated OEBG Expenditure Budget \(R-FBG020T-E\)](#)
- ▶ [Consolidated OEBG Expenditure Budget with School Level Breakdown \(R-FBG018T-E\)](#)
- ▶ [Consolidated OEBG Expenditure Report \(R-FBG019T-E\)](#)
- ▶ [Consolidated Summary of Budget Income and Expenditure \(R-FBG017T-E\)](#)
- ▶ [Consolidated Variance Report of Expenditure \(R-FBG015T-E\)](#)
- ▶ [Consolidated Variance Report of Income \(R-FBG014T-E\)](#)

* Click ▶ or the link to display the report template(s) and then click the template you need to create the report.

Reports under
Consolidated School
Level Report by
Accounting Year

FMP

Common Setup

Budgeting

EDB Grant

Draft Budget Income

Draft Budget Expenditure

Review Budget

Approve/Reverse

Revise Budget

Enquiry

Report

[S-FBG09-01] FMP > Budgeting > Report

Category

FBG - Consolidated School Level Report by School Year

Language

☒ English ☐ Chinese

Search



Reset

Report Name (ID)

- ▶ [Consolidated Budget and Expenditure Report \(R-FBG016TS-E\)](#)
- ▶ [Consolidated Budget Expenditure by Programmes \(R-FBG013TS-E\)](#)
- ▶ [Consolidated Budget Income by Ledger \(R-FBG012TS-E\)](#)
- ▶ [Consolidated Expenditure Report by Grant Type \(R-FBG021TS-E\)](#)
- ▶ [Consolidated Five Year Forecast for Income and Expenditure \(R-FBG022TS-E\)](#)
- ▶ [Consolidated History of Revision to Budget Income and Expenditure \(R-FBG023TS-E\)](#)
- ▶ [Consolidated OEBG Expenditure Budget \(R-FBG020TS-E\)](#)
- ▶ [Consolidated OEBG Expenditure Budget with School Level Breakdown \(R-FBG018TS-E\)](#)
- ▶ [Consolidated OEBG Expenditure Report \(R-FBG019TS-E\)](#)
- ▶ [Consolidated Summary of Budget Income and Expenditure \(R-FBG017TS-E\)](#)
- ▶ [Consolidated Variance Report of Expenditure \(R-FBG015TS-E\)](#)
- ▶ [Consolidated Variance Report of Income \(R-FBG014TS-E\)](#)

* Click ▶ or the link to display the report template(s) and then click the template you need to create the report.

Reports under
Consolidated School
Level Report by
School Year

FMP

Common Setup

Budgeting

EDB Grant

Draft Budget Inc

Draft Budget Exp

Review Budget

Approve/Reverse

Revise Budget

Enquiry

Report

[S-FBG09-01] FMP > Budgeting > Report

Category

FBG - School Plan by School Year

Language

☒ English ☐ Chinese

Search



Reset

Report Name (ID)

▶ [School Plan by School Year \(R-FBG024S-E\)](#)

* Click ▶ or the link to display the report template(s) and then click the template you need to create the report.

Reports under
School Plan by
School Year

Generate Report

- Report can be generated in a preview pop-up window or stored in Report Management - Repository.
- 4 different formats can be selected for report generation - PDF, WORD, RICHTEXT and EXCEL.
- User may edit the generated report in WORD, RICHTEXT and EXCEL format.

FMP [S-FBG09-01] FMP > Budgeting > Report

Category

All Categories

Language

☒ English ☐ Chinese

 Search

 Reset

Step 1. Click [Budgeting] → [Report] from the left menu

Step 2. Select one of the categories and languages.

Step 3. Click [Search] button

Generate Report

User: fmpuser Login Time: 03/10/2003 18:08 Logout | Help | 中文版本

Current School Year: 2001

3 October 2003 18:25

[S-FBG09-01] FMP > Budgeting > Report

Category: FBG - Budgeting Report by Accounting Year
Language: ☒ English ☐ Chinese

 Search  Reset

Report name (ID)
▶ Budget and Expenditure Report (R-FBG005-E)
▶ Budget Expenditure by Programmes (R-FBG002-E)
▶ Budget Income by Ledger (R-FBG001-E)
▶ Expenditure Report by Grant Type (R-FBG009-E)
▶ Five Year Forecast for Income and Expenditure (R-FBG010-E)
▶ History of Revision to Budget Income and Expenditure (R-FBG011-E)
▶ OEBG Expenditure Budget (R-FBG008-E)
▶ OEBG Expenditure Report (R-FBG007-E)
▶ Summary of Budget Income and Expenditure (R-FBG006-E)
▶ Summary of Budgeting & Actual Income and Expenditure (R-FBG025-E)
▶ Variance Report of Expenditure (R-FBG004-E)
▶ Variance Report of Expenditure(Without Amendment History) (R-FBG004A-E)
▶ Variance Report of Income (R-FBG003-E)

* Click ▶ or the link to display the report template(s) and then click the template name to generate the report.

Step 4. Click the report name hyperlink

Generate Report

[S-FBG09-01] FMP > Budgeting > Report

Category
Language ☒ English ☐ Chinese

 Search  Reset

Report Name (ID)			
▼ Budget and Expenditure Report (R-FBG005-E)			
Template Description	Type	Creator	Creation Time
Built-in Template	Built-In	---	---
▼ Budget Expenditure by Programmes (R-FBG002-E)			
▼ Budget Income by Ledger (R-FBG001-E)			
▼ Expenditure Report by Grant Type (R-FBG009-E)			
▼ Five Year Forecast for Income and Expenditure (R-FBG010-E)			
▼ History of Revision to Budget Income and Expenditure (R-FBG011-E)			
▼ OEBG Expenditure Budget (R-FBG008-E)			
▼ OEBG Expenditure Report (R-FBG007-E)			
▼ Summary of Budget Income and Expenditure (R-FBG006-E)			
▼ Summary of Budgeting & Actual Income and Expenditure (R-FBG025-E)			
▼ Variance Report of Expenditure (R-FBG004-E)			
▼ Variance Report of Expenditure(Without Amendment History) (R-FBG004A-E)			
▼ Variance Report of Income (R-FBG003-E)			

* Click ► or the link to display the report template(s) and then click the

Step 5. Click the report template hyperlink

FMP

Common Setup

Budgeting

EDB Grant

Draft Budget Inc

Draft Budget Exp

Review Budget

Approve/Reverse

Revise Budget

Enquiry

Report

[S-FBG09-06] FMP > Budgeting > Report

Budget and Expenditure Report (R-FBG005-E):- Built-in Template

Please input the print criteria.

Sch Level/Session	Primary/AM	
Accounting Year(YYYYYY)	2017/2018	
Accounting Month	04/2017	To 04/2017
Source of Fund	All	
Ledger Code	All	To All
Sub-Ledger Code	All	To All
Format	PDF	

Preview & Print

To File

Reset

Back

Step 6. Select the print criteria

Generate Report

[S-FBG09-06] FMP > Budgeting > Report

**Budget and Expenditure Report (R-FBG005-E):-
Built-in Template**

Please input the print criteria.

Sch Level/Session	Primary/AM	
Accounting Year(YYYYYY)	2017/2018	
Accounting Month	04/2017	To 04/2017
Source of Fund	All	
Ledger Code	All	To All
Sub-Ledger Code	All	To All
Format	PDF	

Preview & Print To File Reset Back

Two ways to generate reports:

Option 1: Generate report in a preview pop-up window

Option 2: Generate and store the report in Report Management - Repository.

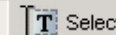
Option 1: Generate report in a preview pop-up window

Step 7a. Click [Preview & Print] button

Generate Report

Address http://192.168.6.151/jsp/rpt/viewPreviewFile.jsp?type=R&fileName=fmp/16005_1065177182375.pdf

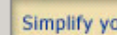
Save a Copy



Select Text



88%



Simplify your review cycles

R-FBG005-E

CHINESE HISTORY SECONDARY SCHOOL BUDGET AND EXPENDITURE REPORT

FOR THE PERIOD FROM 04/2017 TO 04/2017

(BUDGETING PERIOD IS ACCORDING TO ACCOUNTING YEAR FROM SEPTEMBER 2017 TO AUGUST 2018)

Sch Level / Session : Primary / AM
Accounting Year : 2017/2018
Source of Fund : ALL
Ledger Code Range : ALL
Sub-Ledger Code Range : ALL

Print By : hentestfmp
Date : 09/04/2019
Time : 18:02
Page : 2 of 5

LEDGER\SUB-LEDGER\EXPENDITURE A/C

A1116 Moral and National Education Subject Support Grant
001 Moral and National Education Subject Support Grant
001 Grant Expense - Moral and National Education
Sub-Ledger Total

(a) DRAFT BUDGET EXPENDITURE \$	(b) COMMITTED AMOUNT # \$	(b) / (a) * 100% % SPENT %
50,400.00	0.00	0.00
50,400.00	0.00	0.00
50,400.00	0.00	0.00

Ledger Total

A2001 School and Class Grant
001 School and Class Grant

051 Telephone Charge
052 Transport & Travelling
053 Miscellaneous Expenses
054 Consumable Stores
055 Fuel, Light and Power
056 Cleaning Materials
057 Water
058 Printing

9,840.00
3,960.00
12,120.00
0.00
0.00
0.00
0.00
0.00

Sub-Ledger Total

Ledger Total

Option 1: Generate report in a preview pop-up window

Step 7b. Print the report to local print queue or save to local hard disk from the pop-up window

FMP [S-FBG09-06] FMP > Budgeting > Report

Budget and Expenditure Report (R-FBG005-E):- Built-in Template

Please input the print criteria.

Sch Level/Session	Primary/AM	
Accounting Year	2017/2018	
Accounting Month	04/2017	To 04/2017
Source of Fund	All	
Ledger Code	All	To All
Sub-Ledger Code	All	To All
Format	PDF	

 Preview & Print  To File  Reset  Back

Option 2: Generate and store the report in
Report Management - Repository.

Step 7a. Click [To File] button

Generate Report

Current School Year: 2001

3 October 2003 18:37

[S-FBG09-06] FMP > Budgeting > Report

Budget and Expenditure Report (R-FBG005-E):- Built-in Template

Please input the print criteria.

Sch Level/Session	Primary/AM	
Accounting Year	2017/2018	
Accounting Month	04/2017	To 04/2017
Source of Fund	All	
Ledger Code	All	To All
Sub-Ledger Code	All	To All
Format	PDF	

Preview & Print To File Reset Back

10.15.35.193 needs some information

Script Prompt:

Please enter the description of the report for easy reference during report retrieval.

Budget and Expenditure Report as at 04/2017

OK

Cancel

Option 2: Generate and store the report in Report Management - Repository.

Step 7b. Fill in the report description in the pop-up dialog box

Step 7c. Click [OK] button

Generate Report

User: fmpuser Login Time: 03/10/2003 18:08 Logout | Help | 中文版本

Current School Year: 2001

3 October 2003 18:37

FMP

Common Setup

Budgeting

EDB Grant

Draft Budget Inc

Draft Budget Exp

Review Budget

Approve/Reverse

Revise Budget

Enquiry

Report

[S-FBG09-06] FMP > Budgeting > Report

Report has been submitted for generation. Please go to the "Repository" function of "Report Management" module to view the generated report.

Budget and Expenditure Report (R-FBG005-E):- Built-in Template

Please input the print criteria.

Sch Level/Session

Primary/AM

Accounting Year (mm/yyyy)

2017/2018

Accounting Month

04/2017

To

04/2017

Source of Fund

All

Ledger Code

All

To

All

Sub-Ledger Code

All

To

All

Format

PDF

Preview & Print

To File

Reset

Back

Option 2: Generate and store the report in Report Management - Repository.

Step 7d. User can click the hyperlink to go to Report Repository to download the report or click **[Report Management]** → **[Repository]** from the left menu to download the report later

Generate Report

FMP

Common Setup

Budgeting

- EDB Grant
- Draft Budget Inc
- Draft Budget Exp
- Review Budget
- Approve/Reverse
- Revise Budget
- Enquiry
- Report

[S-RPT01-01] Report Management > Repository

Module: FMP

Category: FBG - Budgeting Report by Accounting

Report Name (ID): Budget and Expenditure Report (R-FB

Report Description:

Language: ☐ All ☒ English ☐ Chinese

Creator:

Creation Date (From): 22/10/2003 (DD/MM/YYYY)

Creation Date (To): 22/10/2003 (DD/MM/YYYY)

Status: All

Search Reset

<input type="checkbox"/>	Report Name (ID) ▲	Report Description	Creator	Format/Size	Creation Time	Status
<input type="checkbox"/>	Budget and Expenditure Report (R-FBG005-E)	Budget Expenditure Report as at 09/2001	fmpuser	PDF 79.0 KB	22/10/2003 12:05:08	Done

Delete

* Click on the link of Report Name (ID) to view a Report

Option 2: Generate and store the report in Report Management - Repository.

Step 7e. Download the report from Report Management - Repository

Press
ESCAPE
to return