

Effective with the October 2015 reporting cycle – GI Online Reports will no longer be available. In an effort to streamline GI's reporting processes and allow for more up to date financial information, Qmenu's [Project Administration](#) will take its place.

ACCESS REQUESTS

If you do not currently have access to Qmenu; Request access by contacting uaf-gi-grants@alaska.edu or stop by the GI Business Office and ask any of our Grant Fiscal Officers for assistance.

The access request form can be printed out or emailed to you and will only need your signature – we will take care of the rest!


CLEARING YOUR CACHE AND DELETING YOUR COOKIES

Once access has been granted to Qmenu access the following link to sign on <https://qmenu.alaska.edu>

****Important note - Access Denied Error**:** On login you may receive a message labeled "Access Denied". The first step to resolve the error is to clear your browser history and cache (you may need to do this more than once). The exact steps vary by browser. You can also start "Private Browsing" from the tools menu of Firefox or "InPrivate Browsing" from the tools menu of Internet Explorer. Start either before going to the Qmenu link. If the error persists; contact your local security account coordinator at uaf-ofa@alaska.edu

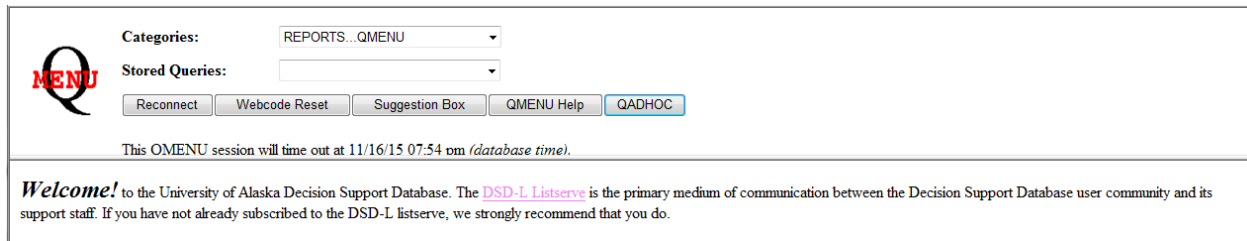
LOGGING IN

Enter your Qmenu Database user ID; this will be your Banner "EN" identifier. The first time you log into Qmenu your initial login will require you to use a *lower case s* followed by the 9 digits of your Social Security Number in the Webcode field (s123456789). Enter your information and click on the Login Button

	DSD Query Menu Login (RPTP)
Userid:	<input type="text"/>
Webcode:	<input type="text"/> <input type="button" value="Login"/>
<p><i>Welcome!</i> to the University of Alaska Decision Support Database. The DSD-L Listserv is the primary medium of communication between the Decision Support Database user community and its support staff. If you have not already subscribed to the DSD-L listserv, we strongly recommend that you do.</p>	

RESETTING YOUR WEBCODE (PASSWORD)

Once logged in to Qmenu, you can change your password if you desire by selecting Webcode Reset.



Categories:

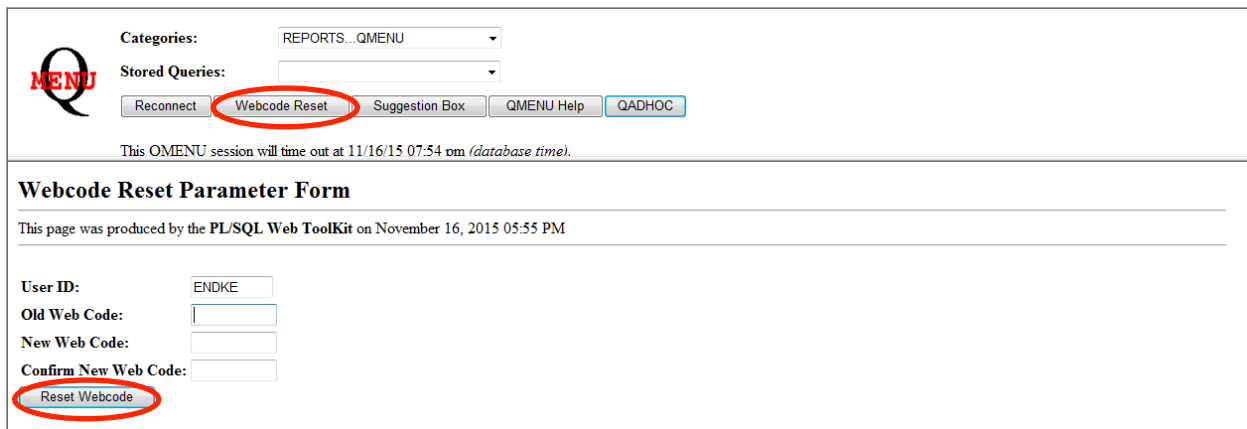
Stored Queries:

Reconnect Webcode Reset Suggestion Box QMENU Help QADHOC

This OMENU session will time out at 11/16/15 07:54 am (database time).

Welcome! to the University of Alaska Decision Support Database. The [DSD-L Listserv](#) is the primary medium of communication between the Decision Support Database user community and its support staff. If you have not already subscribed to the DSD-L listserv, we strongly recommend that you do.

In the Old Web Code Field – enter a *lower case s* and your Social Security Number without any spaces or dashes. Enter and confirm your new Web Code by typing in your new code. Select the Reset Webcode button.



Categories:

Stored Queries:

Reconnect Webcode Reset Suggestion Box QMENU Help QADHOC

This OMENU session will time out at 11/16/15 07:54 am (database time).

Webcode Reset Parameter Form

This page was produced by the PL/SQL Web ToolKit on November 16, 2015 05:55 PM

User ID:

Old Web Code:

New Web Code:

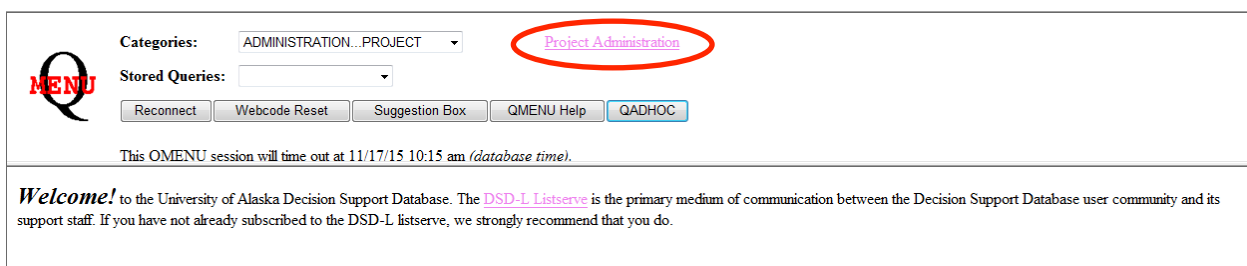
Confirm New Web Code:

Reset Webcode

You will be prompted to log out and log back in using your new Webcode.

QMENU PROJECT MANAGEMENT

Under the Categories drop-down selection, choose **Administration...Project**. Click on the [Project Administration](#) link



Categories:

Stored Queries:

Reconnect Webcode Reset Suggestion Box QMENU Help QADHOC

This OMENU session will time out at 11/17/15 10:15 am (database time).

Welcome! to the University of Alaska Decision Support Database. The [DSD-L Listserv](#) is the primary medium of communication between the Decision Support Database user community and its support staff. If you have not already subscribed to the DSD-L listserv, we strongly recommend that you do.

A separate window is displayed which details the grants associated with your login "EN" ID. (If the window below does not pop up automatically, it means your ID is not associated with any grants in Banner. Put the 30-million ID number of the PI in the upper right corner and hit "submit" in order to see their grants.)

UNIVERSITY of ALASKA
Qmenu for Project Administration

Enter a different ID:

Rogers, Marty W Reports for Rogers, Marty W

[I2D](#) [Inception To Date Activity Report](#) [LBR](#) [Labor Report](#) [PL](#) [Property List Report](#)

Grants associated with this ID			Funds associated with this ID		
Grant	Title		Grant:Fund	Fund Title	
142281	M/CS for G10375	I2D LBR PL	142223	M/CS G9372 UAS Intertidal - GI	I2D LBR
G00008415	UAS R&D - FY13 Capital	I2D LBR PL	142224		
G00010096	ACUASI FB PH2	I2D LBR PL	G00007431	AEC Cahill: ACUASI	I2D LBR
G00010109	PLACER BRIDGE	I2D LBR PL	398916		
G00010218	USGS WALRUS SURVEY 2015	I2D LBR PL	G00007501	CIMES UAS DEMO	I2D LBR
G00010375	USFS UAS	I2D LBR PL	398930		
G00010503	ACUASI MSHA	I2D LBR PL	G00008188	LEAK DETECTION	I2D LBR
			397042		
			397145	LEAK DETECTION FLARE TIPS	I2D LBR
G00008188	LEAK DETECTION	I2D LBR PL	G00008415	M/CS FOR G10259 PACTRANS	I2D LBR
G00009112	ENI MAD	I2D LBR PL	397430		
G00009431	ENI Bio-Diversity Oliktok Point AK	I2D LBR PL	G00008751	G8751 UAS Tsunami Debris 2	I2D LBR
G00009535	Wainwright ACUASI Research	I2D LBR PL	397157		
G00009909	UTM-CENTRA	I2D LBR PL	G00009367	Infrastructure Imaging GI	I2D LBR
G00009961	ACUASI High Altitude	I2D LBR PL	397215		
G00009982	ACUASI PLUMES	I2D LBR PL	G00009372	G9372 UAS Intertidal Surveys	I2D LBR
			397212		
			G00009535	Wainwright ACUASI Research	I2D LBR
			397258		
			G00009593	Herder Burner ACUASI	I2D LBR
			397270		
			G00009961	ACUASI High Altitude Facebook	I2D LBR
			397339		
			G00010096	ACUASI FB PH2 - T1 PM	I2D LBR
			397375		

Internet | Protected Mode: On

NOTE: A grant or fund title displayed in **bold** indicates that the grant or fund will expire within the next 90 days. A grant or fund title displayed in **red** indicates that the grant or fund has expired. A grant title displayed in **green** indicates that the grant does not have a project end date defined. A fund title displayed in **green** indicates that the fund does not have a term date defined.

GRANT SUMMARY

To review summary information about the grant, click the grant number link of interest. A new web window is initiated and the Grant Summary Report is displayed.

Grant Summary Query - Windows Internet Explorer

https://qmenu.alaska.edu/dsd_rpts/owa/www_dsd.f_grant_summary_q?parm_grants=G00010096

UNIVERSITY of ALASKA
Qmenu for Project Administration

Enter another Grant:

Grant Summary:

Grant:	G00010096
Title:	Phase 2 Ayquila UAS Support - Facebook
PI:	Rogers, Marty W
Responsible Orgn.:	D6SPHY
Sponsor:	PCOTHER - Other Corporations.
Grant End Date:	30-NOV-2015
Status Code:	A
F&A Rate :	FRN505 UAF Research Neg. 50.5%
Cumulative Funding Amount:	\$562416
Maximum Funding Amount:	\$600000

Grant Personnel:

Rogers, Marty W	Principal Investigator
Evans, Donna - GI	Fiscal Contact
Ryan Moritz - OGCA, UAF	Grant Technician
Madnick, Rosemary	Billing Signer

** Data in RPTP is accurate as of the last refresh date of FRBGRNT: 14-NOV-15

INCEPTION TO DATE REPORTING

Click the **I2D** button for the grant of interest. The Grant's Inception to Date report is displayed in a new web window. This report lists all funds attached to the requested grant as well as a grant total summary.

UNIVERSITY of ALASKA
Qmenu for Project Administration

Enter a different ID:

Rogers, Marty W Reports for Rogers, Marty W

Inception To Date Activity Report Labor Report Property List Report

Grants associated with this ID

Grant	Title	I2D	LBR	PL	Grant:Fund	Fund Title	I2D	LBR
142281	M/CS for G10375	<input type="button" value="I2D"/>	<input type="button" value="LBR"/>	<input type="button" value="PL"/>	142223	M/CS G9372 UAS Intertidal - GI	<input type="button" value="I2D"/>	<input type="button" value="LBR"/>
G00008415	UAS R&D - FY13 Capital	<input type="button" value="I2D"/>	<input type="button" value="LBR"/>	<input type="button" value="PL"/>	142224		<input type="button" value="I2D"/>	<input type="button" value="LBR"/>
G00010096	ACUASI FB PH2	<input checked="" type="button" value="I2D"/>	<input type="button" value="LBR"/>	<input type="button" value="PL"/>	G00007431 398916	AEC Cahill: ACUASI	<input type="button" value="I2D"/>	<input type="button" value="LBR"/>
G00010109	PLACER BRIDGE	<input type="button" value="I2D"/>	<input type="button" value="LBR"/>	<input type="button" value="PL"/>	G00007501 398930	CIMES UAS DEMO	<input type="button" value="I2D"/>	<input type="button" value="LBR"/>
G00010218	USGS WALRUS SURVEY 2015	<input type="button" value="I2D"/>	<input type="button" value="LBR"/>	<input type="button" value="PL"/>	G00007501 398930		<input type="button" value="I2D"/>	<input type="button" value="LBR"/>

Inception To Date Query (RPTP)

This page was produced by the PL/SQL Web ToolKit on November 17, 2015 09:08 AM

UNIVERSITY of ALASKA
University of Alaska
Inception To Date Query (RPTP)
Report produced on 17-NOV-2015

Grant: G00010096 ACUASI FB PH2
Grant End Date: 30-NOV-15
From / As Of Dates: 03-15 11-15

Account Category	Budget	Inception to Date Activity	Commitments	Available Balance
Personal Services	67,594.00	113,028.18	.00	-45,434.18
Staff Benefits	18,808.00	40,132.85	.00	-21,324.85
Travel	87,894.00	57,639.78	16,996.05	13,258.17
Contractual Services	279,900.00	64,790.14	9,637.66	205,472.20
Commodities	.00	177.04	.00	-177.04
F & A cost	108,220.00	139,262.82	.00	-31,042.82
Grant Total	562,416.00	415,030.81	26,633.71	120,751.48

Click a link for totals by fund:

Fund Code	Fund Title
397375	ACUASI FB PH2 - T1 PM
397376	ACUASI FB PH2 - T2 air
397377	ACUASI FB PH2 - T3 COA
397378	ACUASI FB PH2 - T4 Tillmook

* Commitment dollars do not include F & A
** Data in RPTP is accurate as of the last refresh date of FRGRNL: 14-NOV-15

Click on a fund link to view information for a specific fund code

Inception To Date Query (RPTP)

This page was produced by the PL/SQL Web ToolKit on November 17, 2015 09:17 AM



University of A
Inception To Date Q
Report produced on 17

Grant: G00010096 ACUASI FB PH2
Grant End Date: 30-NOV-15
From / As Of Dates: 03-15 11-15


Click a link for totals by fund:

Fund Code	Fund Title	
397376	ACUASI FB PH2 - T2 air	
	Account Category	B
	Personal Services	8,99
	Staff Benefits	2,70
	Travel	20,97
	Contractual Services	15,00
	Commodities	
	F & A cost	24,07
	Fund Total	71,75

* Commitment dollars do not include F & A
** Data in RPTP is accurate as of the last refresh date of FRGRNL: 14-NOV-15

To view Inception to Date Activity for Travel – click on the amount for that category.

The Expenditure and Commitment detail can be viewed by clicking on the amount link for that category. The Information will display in a new window and can be easily exported into Excel by clicking on the [Excel](#) link.



UNIVERSITY of ALASKA
Menu for Project Administration

Transaction Detail Report: [Excel](#)

Fund: 397376 Category: Travel Date Range: 01-MAR-15 to 17-NOV-15

Orgn	Acct	Program	Activity	Document	Item	Seq	Description	Amount	FSYR	Period	Trans Date
66728	2121	3820RR		TA588926	1	2	Rogers, Marty W.	752.87	2016	04	30-OCT-15
66728	2121	3820RR		PNP00090	0	871	DELTA	1,281.55	2016	03	10-SEP-15
66728	2121	3820RR		PNP00091	0	941	EXPEDIA*1116664973646	406.04	2016	03	17-SEP-15
66728	2225	3820RR		TA588559	1	1	Rogers, Marty W.	1,342.27	2016	04	06-OCT-15
66728	2501	3820RR		PNP00095	0	1071	DELTA	859.00	2016	04	15-OCT-15
66728	2501	3820RR		PNP00095	0	1072	OWW*ORBITZ.COM	6.99	2016	04	15-OCT-15
66728	2502	3820RR		PNP00095	0	1069	HOTELS.COM125442319780	175.55	2016	04	15-OCT-15
66728	2502	3820RR		PNP00095	0	1070	HOTELS.COM125442365097	122.38	2016	04	15-OCT-15
Total								4,946.65			

** Data in RPTP is accurate as of the last refresh date of FGBTRNH: 14-NOV-15

To view Inception to Date totals for all funds on the Grant, click on the Get Summaries for ALL Fund(s) button. A new web window will display the fund details.

Parameters	Values
Grant:	G00010096: ACUASI FB P1
From / As of Dates:	01-MAR-15 / 17-NOV-15
Fund Code:	397376
Orgn Code:	%
Sort By Orgn:	FALSE

Click here to get summaries for all funds

Enter Fund: % Enter Orgn: % Sort by Orgn C

Printer Friendly: FALSE

←

Please Note: Choosing summary for all funds may take a few minutes.

397375 ACUASI FB PH2 - T1 PM				
Account Category	Budget	Inception to Date Activity	Commitments	Available Balance
Personal Services	20,684.00	83,031.04	.00	-62,347.04
Staff Benefits	5,934.00	31,743.19	.00	-25,809.19
Travel	39,102.00	30,457.11	13,989.40	-5,344.51
Contractual Services	264,900.00	64,790.14	9,637.66	190,472.20
Commodities	.00	48.17	.00	-48.17
F & A cost	45,812.00	106,085.22	.00	-60,273.22
Fund Total	376,432.00	316,154.87	23,627.06	36,650.07

397376 ACUASI FB PH2 - T2 air				
Account Category	Budget	Inception to Date Activity	Commitments	Available Balance
Personal Services	8,999.00	3,789.70	.00	5,209.30
Staff Benefits	2,709.00	1,080.07	.00	1,628.93
Travel	20,970.00	4,946.65	.00	16,023.35
Contractual Services	15,000.00	.00	.00	15,000.00
Commodities	.00	22.47	.00	-22.47
F & A cost	24,078.00	4,968.64	.00	19,109.36
Fund Total	71,756.00	14,807.53	.00	56,948.47

397377 ACUASI FB PH2 - T3 COA				
Account Category	Budget	Inception to Date Activity	Commitments	Available Balance
Personal Services	16,358.00	6,316.16	.00	10,041.84
Staff Benefits	4,740.00	1,800.11	.00	2,939.89
Travel	6,752.00	.00	.00	6,752.00
F & A cost	14,065.00	4,098.72	.00	9,966.28
Fund Total	41,915.00	12,214.99	.00	29,700.01

397378 ACUASI FB PH2 - T4 Tillmook				
Account Category	Budget	Inception to Date Activity	Commitments	Available Balance
Personal Services	21,553.00	19,891.28	.00	1,661.72
Staff Benefits	5,425.00	5,509.48	.00	-84.48
Travel	21,070.00	22,236.02	3,006.65	-4,172.67
Commodities	.00	106.40	.00	-106.40
F & A cost	24,265.00	24,110.24	.00	154.76
Fund Total	72,313.00	71,853.42	3,006.65	-2,547.07

* Commitment dollars do not include F & A
 ** Data in RPTP is accurate as of the last refresh date of FRRGRNL: 14-NOV-15

To view labor detail or to obtain a property list on the grant, return to the [Project Administration](#) web window and select the **LBR** button for Labor Report or the **PL** button for Property List Report

UNIVERSITY of ALASKA
Qmenu for Project Administration

Enter a different ID:

Rogers, Marty W Reports for Rogers, Marty W

Grants associated with this ID Funds associated with this ID

Grant	Title	Grant:Fund	Fund Title
142281	M/CS for G10375	142223	M/CS G9372 UAS Intertidal - GI
G00008415	UAS R&D - FY13 Capital	142224	
G00010096	ACUASI FB PH2	G00007431	AEC Cahill: ACUASI
G00010109	PLACER BRIDGE	398916	
G00010218	USGS WALRUS SURVEY 2015	G00007501	CIMES UAS DEMO
G00010373	USFS UAS	398930	
G00010503	ACUASI MSHA	G00008188	LEAK DETECTION
		397042	
		397145	LEAK DETECTION FLARE TIPS
G00008188	LEAK DETECTION	G00008415	M/CS FOR G10259 PACTRANS
G00009112	ENI MAD	397430	
G00009431	ENI Bio-Diversity Oliktok Point AK	G00008751	G8751 UAS Tsunami Debris 2
G00009533	Wainwright ACUASI Research	397157	
G00009909	UTM-CENTRA	G00009367	Infrastructure Imaging GI
G00009961	ACUASI High Altitude	397215	
G00009982	ACUASI PLUMES	G00009372	G9372 UAS Intertidal Surveys
		397212	
		G00009535	Wainwright ACUASI Research
		397238	
		G00009593	Herder Burner ACUASI
		397270	
		G00009961	ACUASI High Altitude Facebook
		397339	
		G00010096	ACUASI FB PH2 - T1 PM
		397375	

The labor data can be exported into [Excel](#) by clicking on the [Detail in Excel](#) link at the grant level or at the fund level.

UNIVERSITY of ALASKA
Qmenu for Project Administration

Enter a different FROM date: 01-JAN-1970 Enter a different TO date: 17-NOV-15 Summarize by Payroll: Yes

Labor Summary Report: **Grant: G00010096** [Detail in Excel](#)


Fund: 397375 - ACUASI FB PH2 - T1 PM	Payroll	Hours	Amount
Total for 30023760 Johnson, Barbara JoAnn		499.2	38,932.42
Total for 31155834 Nevadomsky, John Steve		696	54,171.37
Total for 31093966 Rogers, Marty W		208	21,670.44
Fund Total		1403.2	114,774.23
Fund: 397376 - ACUASI FB PH2 - T2 air			
Total for 31093966 Rogers, Marty W		48	4,869.77
Fund Total		48	4,869.77
Fund: 397377 - ACUASI FB PH2 - T3 COA			
Total for 31093966 Rogers, Marty W		80	8,116.27
Fund Total		80	8,116.27
Fund: 397378 - ACUASI FB PH2 - T4 Tillimook			
Total for 30022413 Bollinger, Karen S		186	7,594.95
Total for 31145871 Parcell, Robert T		224	13,341.87
Total for 31093966 Rogers, Marty W		40	4,463.94
Fund Total		450	25,400.76
Grant Total for G00010096		1981.2 hours	\$ 153,161.03

If you need additional information regarding navigation in Qmenu – please contact your Grant Fiscal Officer in the GI Business Office.

LOGGING OUT

To log out of Qmenu, access Qmenu's main menu and click on the Reconnect button.

Note: Qmenu sessions are timed and will automatically expire; however it is highly recommended to log out.



Categories: ADMINISTRATION...PROJECT [Project Administration](#)

Stored Queries:

Reconnect Webcode Reset Suggestion Box QMENU Help QADHOC

This OMENU session will time out at 12/01/15 01:24 **pm** (database time).

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