Navigate to Account Chart

Go to the page for the Principal Investigator (PI)

From the landing page:
search or select the PI’s name

Or, from another root:
click the PI list button and
search or select the PI’s name

From the Account tab, select the desired account card, then click Charts to access the Account Chart
General Rules

- The starting value is always $0
- Each point on the graph represents the next week; the dollar amounts are cumulative
- The values represent Total Costs

Sponsored Account

- **Obligated Amount**
  - Allocation on the account from GMAS
- **Total Spent**
  - Expenses from the GL, by week, for the specified account string
  - Starting point is based on the expense date
- The **Account End** is the account end date from GMAS
- If you check the box for **Show Budget Years**, the GMAS budget years for the account will be superimposed on the graph
- If you check the box for **Show Fiscal Years**, the HU Fiscal Year will be superimposed on the graph

Chart Display

- **Show Fiscal Years**
- **Show Budget Periods**

Fiscal Year

Spending by Week

The above Obligated Amount and Total Actual Expenses are from the account card for this account on Oct 23, 2019.

Here it’s showing the amounts on the account card and the chart are the same for the same day.
Non-Sponsored Account

- **Obligated Amount**
  - Fiscal year balance forward and income amounts from the GL
  - Starting point is based on the GL dates for the FY balance forward and income
- **Total Spent**
  - Expenses from the GL, by week, for the specified account string
  - Starting point is based on the expense date
- The **graph end date** will be the Harvard University fiscal year end date

The above amounts are from the account card for this account on Oct 21, 2019.

Here it’s showing the amounts on the account card and the chart are the same for the same day.