

Journal Entry	Journal Source: 123	Journal Header Date: 06-15-2012
	Department: Your Organization Name	
	Prepared By: Your Name	
PeopleSoft Financials		11,845.70 Debit Amount 11,845.70 Credit Amount
		Last Updated 08/16/2012

Line	Journal Id	Journal Header (254)/ Line Description (30)	OperUnit	Acct	Class	Debit	Credit	Reference	mm-dd-yyyy Date
	XYZ01	Dean's Secretary coded purchase card as professional development 6190. This professional development is related to a CES tour and should come from 7020 which is professional development travel - Error showed on the February 2012 monthly report							
		Correct Purchase Card Entry	11350001	7020	00000	200.00		PC131146	02-14-2012
		Correct Purchase Card Entry	11350001	6190	00000		200.00	PC131146	02-14-2012
	XYZ02	Secretary ordered food from BYU Takeout for annual Rel Ed Student Symposium lectures - Operating Unit written incorrectly on Order #81912 - Error showed on February 2012 Monthly report							
		OperUnit Error Correction	31350076	6180	00000	92.62		TKOUT81912	02-15-2012
		OperUnit Error Correction	23350007	6180	00000		92.62	TKOUT81912	02-15-2012
	XYZ03	Transferring funds to Placement Center operating unit for DVD production contract with Jim Smith as agreed by Dean Dan Brown. Funds coming from School of Management							
		Jim Smith's DVD contact	23360049	6200	00000	3,500.00		11405303	08-15-2012
		Jim Smith's DVD contact	11405303	6200	00000		3,500.00	23360049	08-15-2012
	XYZ04	Jenny's trip to the Kemper conference was erroneously charged to the Kemper Oper Unit. The school of Management Oper Unit should pay for the Kemper conference expense (the Kemper Oper Unit only pays for scholarships)							
		Move Jenny's Kemper trip	11360000	7000	26016	346.00		7333668548	08-15-2012
		Move Jenny's Kemper trip	23360175	7000	00000		346.00	7333668548	08-15-2012
	XYZ05	These are wage charges that have been incurred by John Barton for Jan & Feb 2012. Dr Black has requested that these charges be credited back to the Secretary Oper Unit and debited to the Lynn Wilson Oper Unit							
		John Barton Wages	23243089	5400	00000	7,623.54		19243061	02-18-2012
		John Barton Wages	19243061	5400	00000		7,623.54	23243089	02-18-2012
		John Barton Overtime Wages	23243089	5450	00000	83.54		19243061	02-18-2012
		John Barton Overtime Wages	19243061	5450	00000		83.54	23243089	02-18-2012
Total						11,845.70	11,845.70	Updated	08/16/2012