

# Crosswalk Tool



FOAPAL job aids assume familiarity with current software and processes used on campus. They are designed to highlight changes brought about by the introduction of FOAPAL strings.

## USE

Assists users in identifying possible new FOAPAL information based on their old (Chart D) index, fund, organization or program.

## FOAPAL RELATED CHANGES

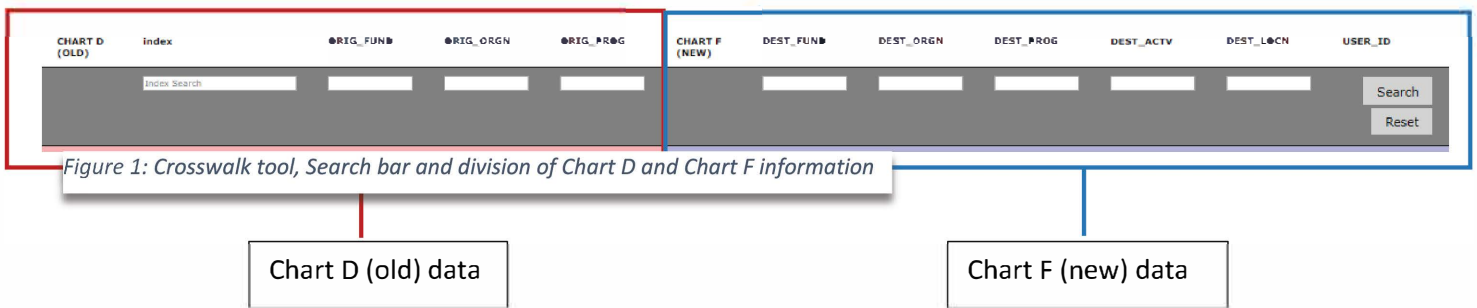
Crosswalk Functions	FOAPAL Change
1. Use Chart D info to identify FOAPAL data	N/A

## USING CROSSWALK

Users can find the Crosswalk tool at <http://go.udayton.edu/coa-xwalk>

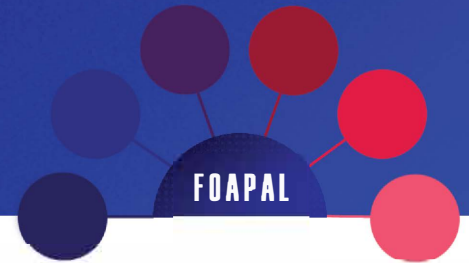
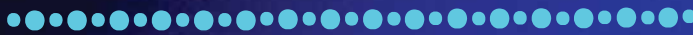
The Crosswalk is meant to serve as a transition tool as the University moves from old (Chart D) accounting data to new (Chart F/FOAPAL) data. As such, it is meant only as a first step towards understanding a department's FOAPAL information. Users are encouraged to visit <http://go.udayton.edu/coa> for training resources on FOAPAL codes.

Figure 1 (below) shows the Crosswalk search bar. Users can enter old (Chart D) information in any of the left-hand CHART D (OLD) fields and new FOAPAL information will be returned in the right-hand blue section below the search bar.



Note, UDRI employees will be able to use this tool to enter old (Chart D) information and return the full FOAPAL string information for that Chart D element.

# Crosswalk Tool



For example, using the Index input field on the (pink) left-hand side, users can type in either names or numbers of existing (Chart D) indexes. Then, the user can select the Search button to have a FOAPAL-corresponding output in the (blue) right-hand side. See Figure 2 for an example. In this example the user is using an index name (Human Resources) to search. Users can also use this function in the ORIG\_FUND, ORIG\_ORGN and ORIG\_PROG fields.

CHART ■ (OLD)	index	ORIG_FUND	ORIG_ORGN	ORIG_PROG
	<input type="text" value="human re"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	19578   Vice President-Human Resources			
	31916   CWSP-CMC Human Resources			
	91120   TEST RW Human Resources			

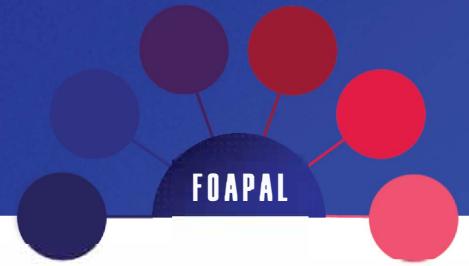
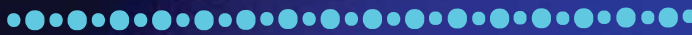
Figure 2: Crosswalk tool, Index name-based input and resulting matches

Once an index is selected the other old (Chart D) fields will likely auto-populate. In the case of the example in Figure 3 (below), Index 19578 was selected.

CHART ■ (OLD)	index	ORIG_FUND	ORIG_ORGN	ORIG_PROG
	<input type="text" value="19578"/>	<input type="text" value="19578"/>	<input type="text" value="1120"/>	<input type="text" value="101"/>

Figure 3: Crosswalk tool, Index name-based selection and corresponding output of old (Chart D) data

# Crosswalk Tool



At the far right of the search bar, users will then select the “Search” button. Selecting the “Search” button will compare old (Chart D) data with new (Chart F) data to give an approximation of the corresponding FOAPAL string. In Figure 4 (below) users can see results in the blue fields below the search bar.

CHART F (NEW)	DEST_FUND	DEST_ORGN	DEST_PROG	DEST_ACTV	DEST_LOCN	USER_ID
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
						<input type="button" value="Search"/>
						<input type="button" value="Reset"/>
F	115034	802000	610000	999999	999999	COA
CHART F	DEST_FUND	DEST_ORGN	DEST_PROG	DEST_ACTV	DEST_LOCN	USER_ID
F						

Figure 4: Crosswalk tool, FOAPAL (Chart F) output from an old (Chart D) index search

It is very helpful for users to hover their mouse cursors over these FOAPAL outputs. Doing so will give users the name of the corresponding FOAPAL element.

Again, users are highly encouraged to visit <http://go.udayton.edu/coa> for training resources on FOAPAL codes, as the Crosswalk tool is designed as a transition tool, and the first step only. Remaining FOAPAL data needs to be verified through Chart of Account resources found there.