Project Financials – Summary

**Project Details**
- Shows the details of the project including department, start & end dates. For research projects, additional details from InfoEd are displayed.

**Project Financials V 2.0 Booklet**
- Accessible at https://www.fin.unsw.edu.au/training/online-support#booklets

**Portfolio Manager**
- The person who owns a portfolio of projects

**Authorised Nominee**
- The person who is nominated to view a portfolio on behalf of the Portfolio Manager

**Portfolio Manager** is the primary user of this report.

**Access**
- https://my.unsw.edu.au/
  - Through myUNSW | My Finance | Project Financials

**REMEMBER!**

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Try to hover your mouse over data, a blue-highlight indicates that you can DRILL-DOWN; a pop-up with explain what data available to you.

Powerful DRILL-DOWN allows you to go 3 to 4 steps deep to interrogate data in your report.
Click on data to:
- View People Cost by Employee, then
- View People Cost by Category

Try to hover your mouse over data, a blue-highlight indicates that you can DRILL-DOWN; a pop-up with explain what data available to you.

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Project Financials – Grants All Year & Collaborator Payments

Provides an overall view of how much fund the project has been allocated, how much has been spent and committed, and how much remains.

Access the “Grants All Year” & “Collaborator Payments” from the Summary page through the links.

Lists collaborators/partners for current projects, their funds and budget, invoiced, remaining quantity and remaining budget.