TeamWorks Financials

Report Manager Webinar

Presenters

Mo Moghazy

Greg Downs

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Who Should Attend?

- Anyone who utilizes reports from the Mobius/Luminist/View Direct system.

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What's Changing?

- The Mobius/Luminist/ViewDirect system will be retired by the end of this year.

- The TeamWorks Report Manager will become the Report Repository for financials reports in mid-November 2019.

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Overview

This demonstration will provide an overview on how to:

- Access Report Manager using **Tiles, NavBar, Recent Places** or **My Favorites** functionalities

- Review Report Manager features

- Review, Print, and/or Save reports.

- Report file format (CSV/Text vs. PDF)

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Mobius vs Report Manager

	Mobius	Report Manager
Report Groups	Financials & Check Copy	Financials & Check Copy
User Accounts	One Account per Report Group; multiple users share one Recipient ID	Report Group access is assigned to each individual User's ID in TW
Batch Reports	Mobius Only	Report Manager Only
Ad-Hoc Reports	Run Type is optional – users can run and retrieve on-line in TW or send to Mobius	Run Type is restricted to on-line retrieval only – but will work the same as today.
Text Files	Download as .TXT	Download as .CSV

Live Demo

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How to request Report Manager access

- The online security form has been updated to include the new roles

- As of October 1st Agency Security Officers can submit security requests for access to Report Manager.

- All security requests should be submitted by **October 31, 2019**.

- For more information, please visit SAO website at https://sao.georgia.gov/teamworks-report-manager

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Contact Us

SAO TeamWorks Financials

Customers Service Center

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Thank you!

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