Approvals: Report Parameter Do's and Don'ts   11/09/16

If you notice your reports taking longer than expected to run, try following these tips to help them finish faster:

DON'T: Select "Object" or "OBJ-CUM" as the parameter for the salary and revexp detail reports (A7, A8, and B03). If you do, it will become a runaway report that will affect system performance. Instead, select OBJ-K088 as the highest level for analysis (OBJ-K056 for salary detail).

NO   Object | Object |

YES   Object | "OBJ-5225" |

DO: Set your cref parameter to just your school or center crefs instead of CREF-All Center References.

CREF | "CREF-58" |

Likewise, select your school or center org or org parent (e.g. ORG-58XX) instead of running your report for All Organizations.

Organization | "ORG-5808" |

Lastly, you can run a report for all fund groups (CX0012-Operating Budget), but it's preferred that you limit your selection to either an individual fund or fund parent.

Fund | "FUND-000000" |