

Mastering m-Fin: Running & Scheduling Reports ^[1]

The purpose of the Mastering m-Fin: Running & Scheduling Reports course is to present the different options for running, saving, and scheduling reports in the CU-Data financial reporting system. During this in-depth demo and discussion, participants will learn how to navigate CU-Data to run reports, re-prompt reports for new values and formats, and schedule reports to run automatically.

Program Level: Basic

Prerequisites: None

Advanced Preparation: N/A

Instructional Method: Group-Internet Based

Instructor: [Kristina Mendez](#) ^[2], [Janet Mabon](#) ^[3]

Recommended CPE Credit: 1.0 Hours

Field of Study: Computer Software and Applications

Course Objectives:

At the end of the course, participants will be able to:

- Navigate the CU-Data system to run financial reports
- Re-prompt reports for new values
- Set reports to run automatically, by schedule or by trigger
- Update scheduled reports to add or remove values

Program Policies ^[4]

NASBA Statement:

The University of Colorado is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org ^[5].



Source URL:<https://www.cu.edu/controller/mastering-m-fin-running-scheduling-reports>

Links

[1] <https://www.cu.edu/controller/mastering-m-fin-running-scheduling-reports>

[2] <https://www.cu.edu/controller/kristina-mendez-cpe-instructor> [3] <https://www.cu.edu/controller/janet-mabon-cpe-instructor> [4] <https://www.cu.edu/controller/cpe-cpas-policies> [5] <http://www.learningmarket.org>