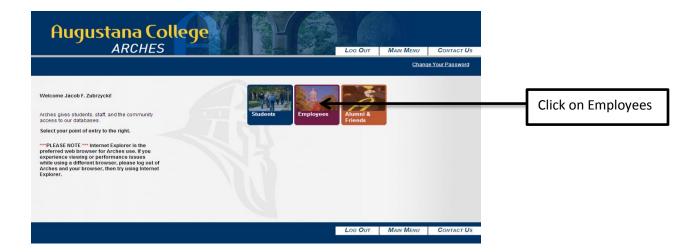
Arches (WebAdvisor) Guide for PDF and Advising Funding



Go to Campus.augustana.edu and choose the "Arches" tab located on the top of the screen. Once here click on the Log In button.

Aug	ustana College ARCHES					Next enter your User ID and Password
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		Log In				
	Click here for help logging in					
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Arches (WebAdvisor) Guide for PDF and Advising Funding

Augustana ARCH	College	Log OUT	MAIN MENU	Employees Menu	Contact Us	
Employees - Emplo	YEES MENU			Welcome Ja	acob F. Zubrzycki!	
The following links ma	y display confidential information.					
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	Lo	OUT MAIN MENU	EMPLOYEES MENU	HELP	CONTACT US

In order to view your **Funds Available** in **PDF and Advising** you will need to **Enter** the **Function 105** and **YOUR OWN Department number**. Then make sure the Sort by section is the same as above, making sure to sort by (fund and department). Then click on submit.

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GL Account	U/P	GL Description	Budgeted	Requisitioned	Encumbered	Actual	Funds Available			
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11-105-07064-30000 11-105-07064-62019	U/P	Fund Carryover UR • • • • • • • • • • • • • • • • • • •	0.00 0.00	0.00 0.00	<u>0.00</u> <u>0.00</u>	<u>0.00</u> 28.24	0.00 28.24-			
	U/P	Commond : Fund Carryover UR	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00	0.00 28.24 62.06-	0.00 28.24- 62.06			
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This Funds Available number represents what you have left to spend out of your PDF AND ADVISING budgets.

Explanation of Accounts above:

The **30000** Account = Rollover Money (Unspent \$ from last year

The **91500** Account = Current Fiscal Year Funds

The **62019** Account= the Expense Account or what you have already spent