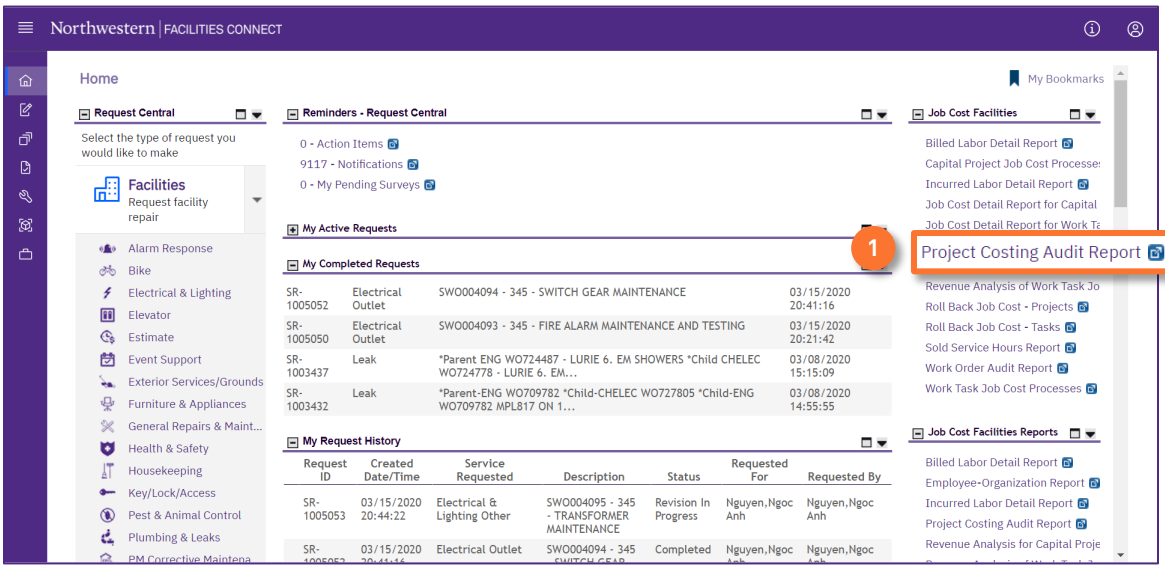
PROJECT COSTING AUDIT REPORT

Provides guidance on how to run Project Costing Audit Report

DIRECTIONS:

1 From the **Facilities Connect Home Screen**:

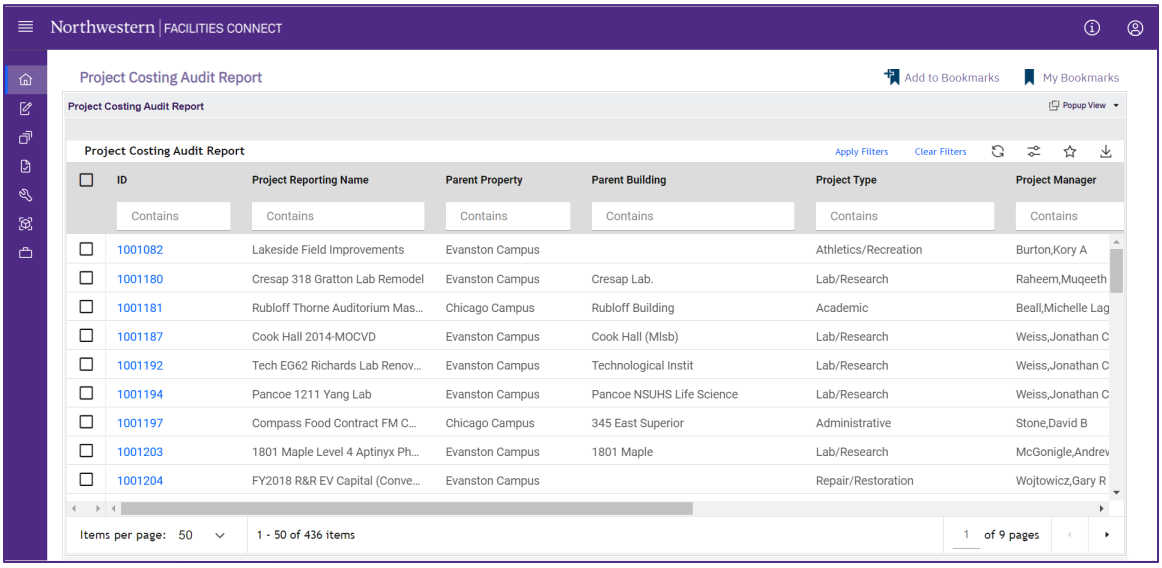
1. Click on **Project Costing Audit Report**



2 Upon clicking, the Project Costing Audit Report for Capital Projects will open. This report allows you to review:

Crosswalk NUFin Chartstring -> FC ID

Budget Information



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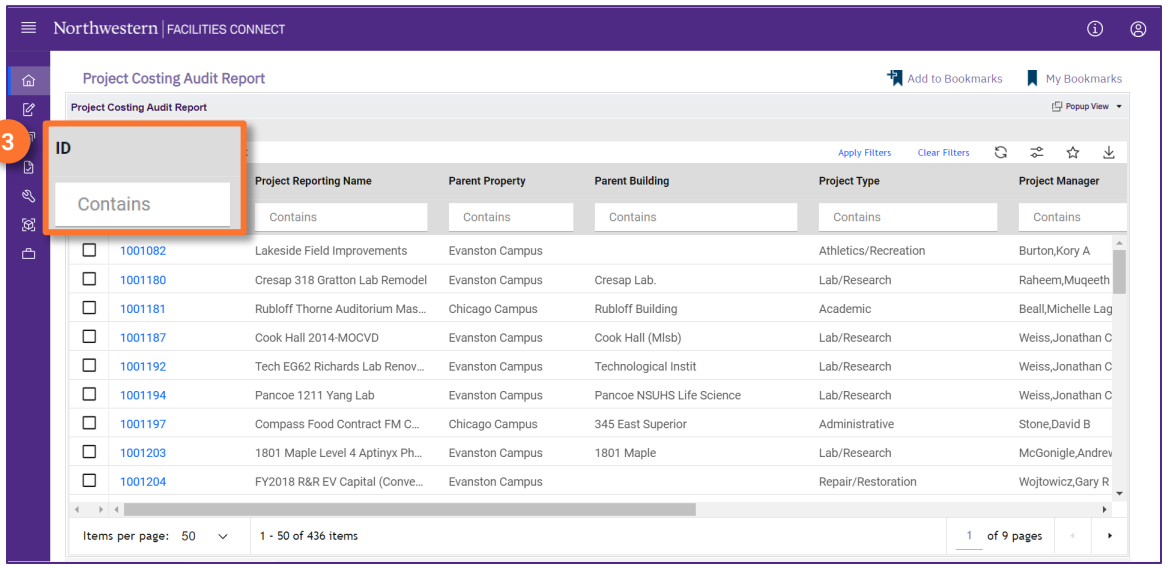
DIRECTIONS:

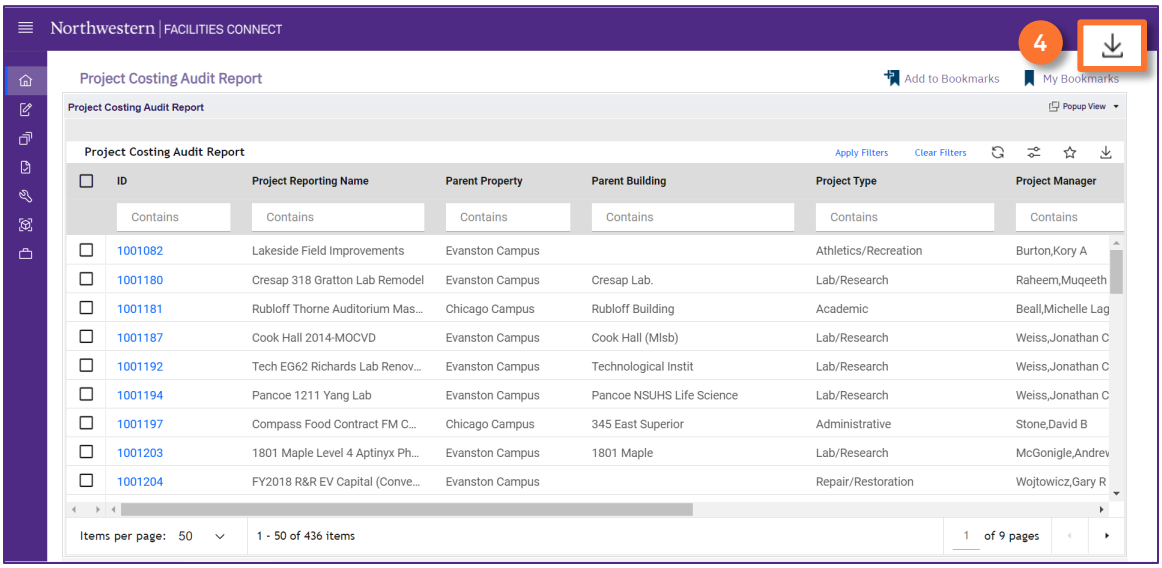
3 To pull up **Project information**,

3 Enter the Project ID in the **Project ID Contains** text box and press **Enter**.



4 To **Export** report to Excel,

4 Click on **Export** icon



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