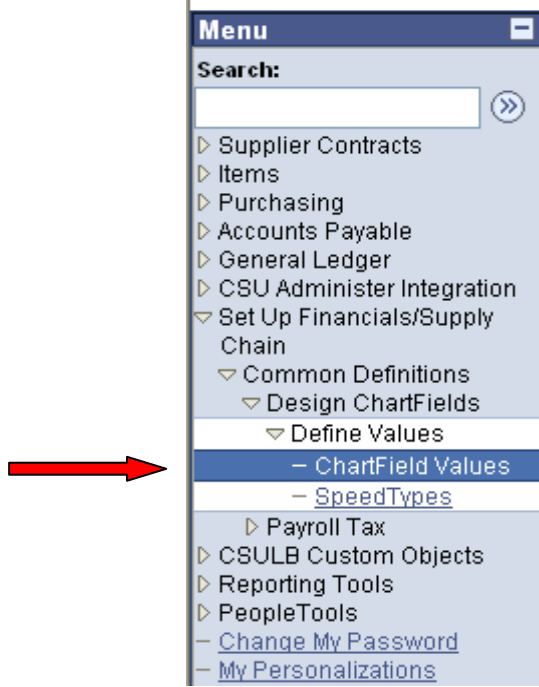


1. **Purpose: To look up a ChartField in PeopleSoft and review available information.**

Navigate to [Set Up Financials/Supply Chain](#) ▶ [Common Definitions](#) ▶ [Design Chartfields](#) ▶ [Define Values](#) ▶ [Chartfield Values](#)



- You may select [One of the following](#) to view the ChartFields:
 - Account

ChartField Values

You do not have security privileges to access the ChartFields that are not hyperlinks.

- [Account](#)
- Alternate Account
- Operating Unit
- [Fund Code](#)
- [Department](#)
- [Program Code](#)
- [Class Field](#)
- Budget Reference
- Product
- [Project](#)
- Book Code
- Adjustment Type
- [Scenario](#)
- [Statistics Code](#)

Quick Reference Guide

2. Select the "Account" hyperlink. Then select "Find an existing value" and enter the following information:
 - **SetID (LBCMP)**
 - **Account (660)**

Account

Enter any information you have and click Search. Leave fields blank for a list of all values

Find an Existing Value

SetID: = LBCMP

Account: begins with 660

Description: begins with

Account Type: begins with

Case Sensitive

Search
Clear
[Basic Search](#) [Save Search Criteria](#)

Click on the Search button.

Click on an Account Hyperlink.

660003

Search Results

View All First 1-100 of 192 Last

SetID	Account	Description	Account Type	Control Flag	Book Code	Balance Sheet Indicator
LBCMP	660001	Postage and Freight	E	N	(blank)	(blank)
LBCMP	660002	Printing	E	N	(blank)	(blank)
LBCMP	660003	Supplies and Services	E	N	(blank)	(blank)
LBCMP	660004	Interest on Interfund Loans	E	N	(blank)	(blank)
LBCMP	660006	Interest on Bonds and Notes	E	N	(blank)	(blank)
LBCMP	660007	Principal on Bonds and Notes	E	N	(blank)	(blank)

View the panels/tabs for description, effective date, and status.

Account CSU Account Attributes

SetID: LBCMP **Account:** 660003

Effective Date Find | View All First 1 of 1 Last

Effective Date: 01/01/1900	Status: Active	Attributes	
Description: Supplies and Services	<input type="checkbox"/> Control Account	<input type="checkbox"/> Commitment Control Override	
Short Description: Supp & Ser	<input type="checkbox"/> Statistical Account	<input type="checkbox"/> Budgetary Only	
Monetary Account Type: Expenses	UOM:	Book Code:	
Balance Sheet Indicator:		<input checked="" type="checkbox"/> Allow Book Code Override	
VAT Account Flag: Non-VAT Related		Physical Nature:	VAT Default
<input type="checkbox"/> OpenItem Account			
Edit Record:	Edit Field:		
Prompt Table:	Description of OpenItem:		
Reconcile Tolerance:	Reconcile Currency: USD		

Performance Measurement

General Ledger Account
 Performance Measurement Acct
 ABM Account

Save
Return to Search
Previous in List
Next in List
Notify

The same procedure is used to inquire on any of the available ChartField hyperlinks.