



**TOWSON
UNIVERSITY**

STRATUS

Chart of Accounts Shorthand Alias

STRATUS COA-Shorthand Alias

- **Simplify** Data entry
- Assure **Accuracy** of Chart of Account string, imperative for reporting.
- Used when **entering various financial transactions** in STRATUS.



STRATUS COA-Shorthand Alias

Key Flexfield

Hide Segments

Alias 18930-Financial Services ▼

Source 1020 ▼ State-Support-Admin & Finance

CostCenter 18930 ▼ Financial Services

Account ▼

Initiative 00000 ▼ Default

Objective 000 ▼ UO Default

FutureUse 000000 ▼ Future

Interfund 0000 ▼ Default

Search Reset | OK Cancel

- STRATUS **Alias** is a Cost Center *short cut value like PeopleSoft Speedtype*.
- **Defaults in the correct STRATUS COA segment value combination** for that cost center.
- **NOTE on Grants:** You can enter your 7-digit ProjectID or Cost Center and it will bring in the correct COA Segment Value Combination.
- Used on journals, invoices, Travel, Pcard and misc. expenses as well as purchase requisitions

Take Note

STRATUS COA-Shorthand Alias

- This box will appear anytime you search for a Chart of Account segment.
- Enter Cost center or Grant ProjectID followed by a % in the Alias box and HIT ENTER.
- System will populate the correct COA string for that cost center or Grant ProjectID, minus the natural Account which needs to be entered separately.

Accounts

Alias

Source

CostCenter

Account

Initiative 00000 Default Initiative

Objective 000 UO Default

FutureUse 000000 Future

Interfund 0000 Default Interfund

Search Reset | OK Cancel

STRATUS COA-Shorthand Alias

E18

ORACLE Create Journal

* Required **At least one is required

If any rows on the worksheet have an Insert failed status, none of the rows are loaded

Data Access Set	TOWSON US
Journal	PEACH-Test Shorthand Alias
Description	Test shorthand alias
*Ledger	TOWSON US
*Accounting Date	4/8/2022
Adjusting Period	
Worksheet Status	

Journal Lines

Changed	Row Status	*Source [..]	Initiative [..]

Accounts

OK Cancel

STRATUS COA-Shorthand Alias

Accounts

Alias 18930%

Source

CostCenter

Account

Initiative

Objective

FutureUse

Interfund

Search Reset | OK Cancel

Accounts

Alias 18930-Financial Services

Source 1020 State-Support-Admin & Finance

CostCenter 18930 Financial Services

Account

Initiative 00000 Default Initiative

Objective 000 UO Default

FutureUse 000000 Future

Interfund 0000 Default Interfund

Search Reset | OK Cancel

*Source [..]	*CostCenter [..]	*Account [..]	*Initiative [..]	*Objective [..]	*FutureUse [..]	*Interfund [..]	*Current
1020	18930	609003	00000	000	000000	0000	