



**OBI Financial
Reporting
Authority Model**

OBI Financial Reporting Authority

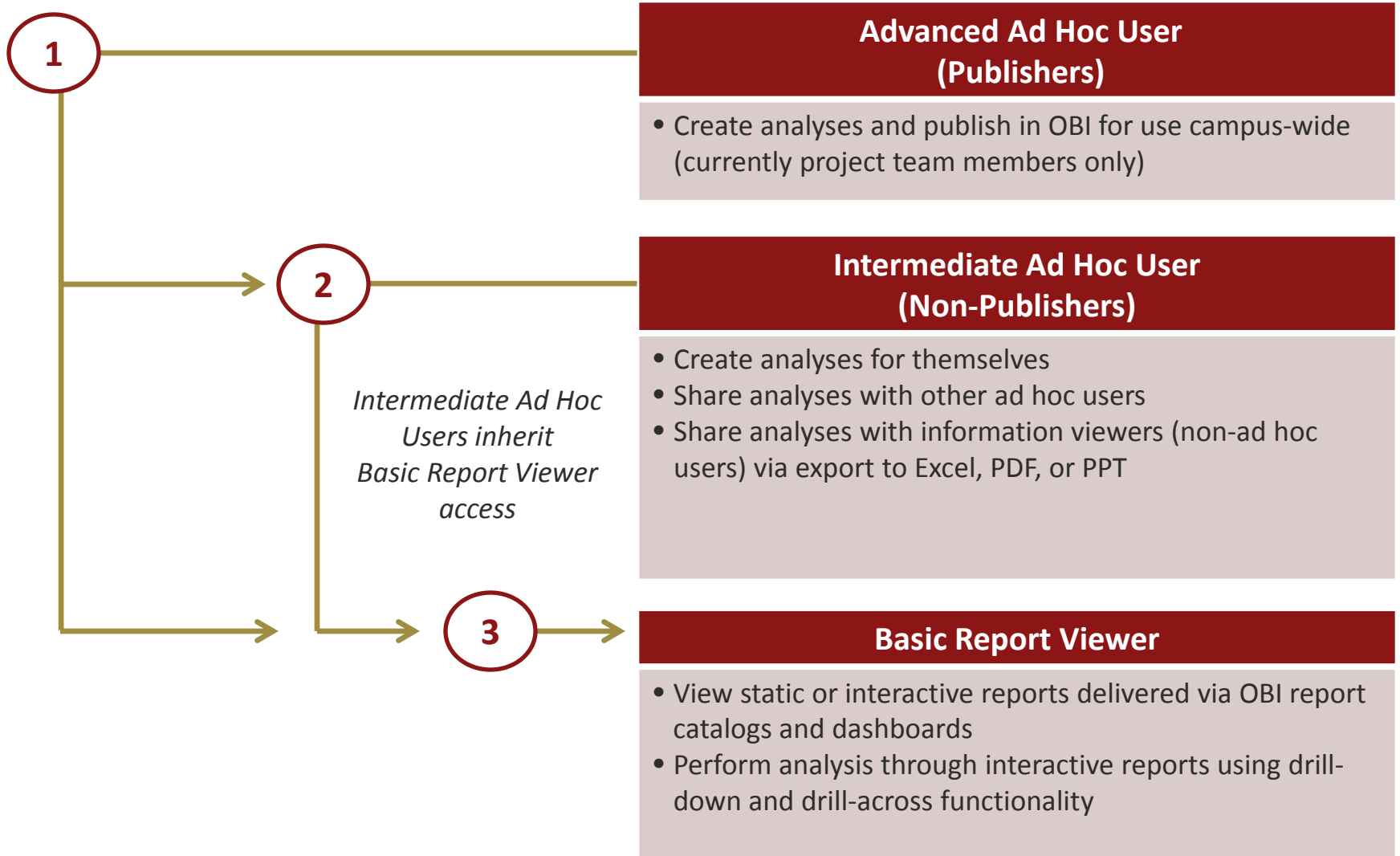
Grant Enterprise Reporting Authority:

1. Assign Business Function	2. Assign a Privilege A	3. Define Organization Scope	4. Define Limits for PTA or Principal Owner Scope	5. Define Limits for Data Access B	6. Define Limits for Subject Areas C
Financial Reporting	Intermediate Ad Hoc User ¹ OR Basic Report Viewer	Assign parent or specific child organization	Options include: <ul style="list-style-type: none"> • all projects and awards • specific projects² • specific awards² • specific principal owner³ 	Options include: <ul style="list-style-type: none"> • Salary Data ⁴ • Timecard Data ⁵ • Basic Data 	Options include: <ul style="list-style-type: none"> • Payroll and Labor Management • Payments and Expenditures

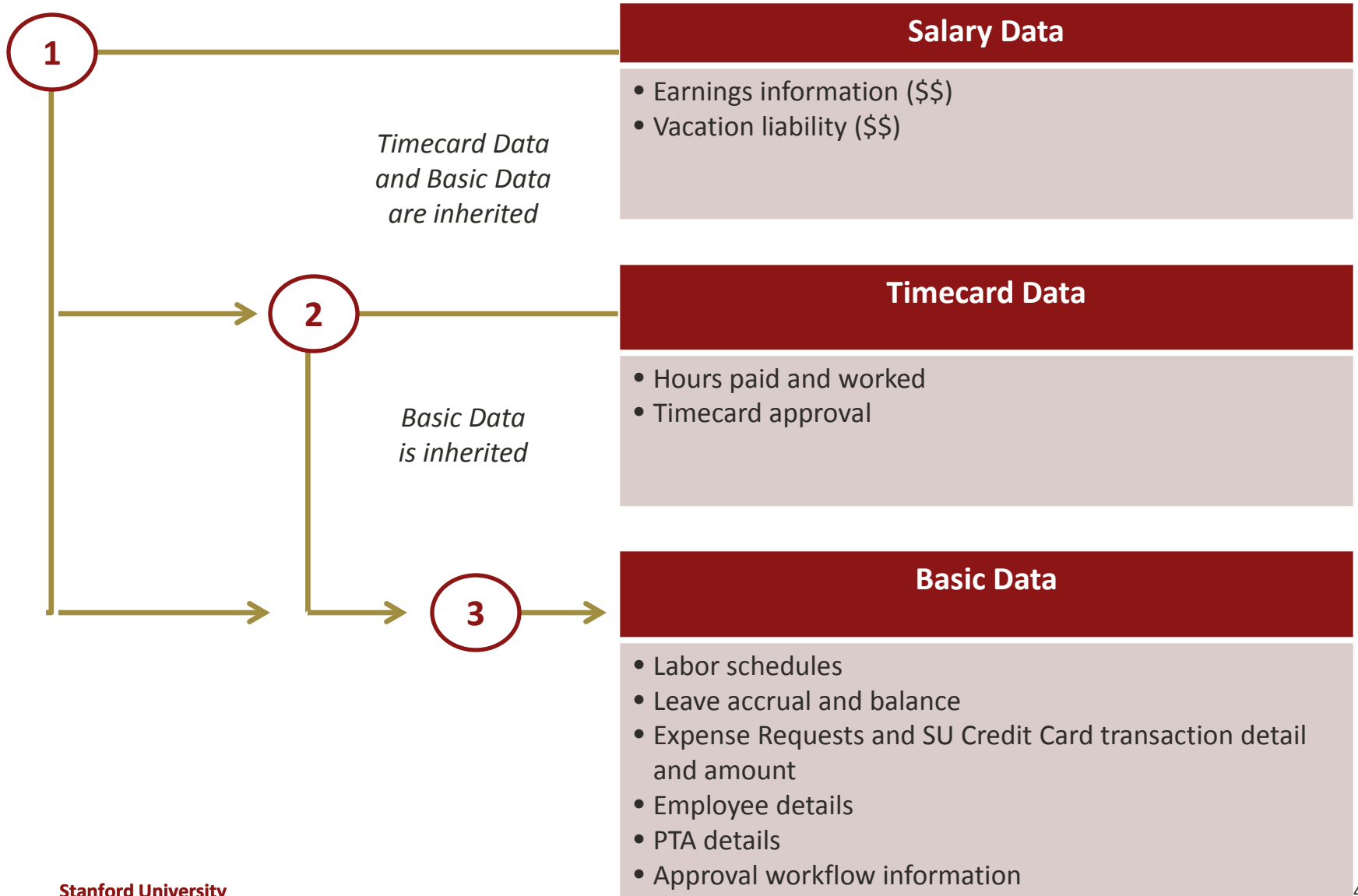
Notes:

1. Intermediate Ad Hoc users inherit Basic Report Viewer access.
2. If you define organizational scope at the school/business unit level (e.g., Law School), specific project and award options are not available.
3. The grantee will be able to see all accounts owned by the principal owner regardless of the organization scope defined.
4. Timecard Data and Basic Data limits are inherited when you receive Salary Data.
5. Basic Data limit is inherited when you receive Timecard Data.

A OBI Tool Access: Three Privileges



B Data Access: Three Limits



C Subject Areas Limits

Subject Area	Description
Payroll and Labor Management	Payroll and labor adjustments, labor schedules, labor schedule vs. actual, timecard and leave balances
Payments and Expenditures	Expense Requests system transaction details (e.g., expense reports, Stanford Travel Card transactions, advances, and petty cash replenishments) and Stanford Purchasing Card transaction details. Future releases will include Consolidated Expenditure Reporting and Procure-to-Pay Detail Reporting

Available Resources

Step-by-step instructions for granting authority are available on the OBI Financial Reporting web site:

- [Identify OBI Financial Reporting Authority Assignments within an Organization](#)
- [Grant Authority for OBI Financial Reporting Based on Organization, Project and/or Award, or Principal Owner](#)



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