

OBJECT CODES

OBJECT CODES, OBJECT CLASSES, OBJECT TYPE AND BUDGET CONTROL GROUPS

DEFINITIONS AND LOOKUPS

OBJECT CODE

An object code is a five-digit number used to identify a category used to classify budgets, expenses, or revenue when posted to the general ledger.

The object code serves as the most detailed method to describe how the funds are budgeted, spent, or where the source of the revenue comes from.

OBJECT CODE LOOKUP

The easiest search method is to use the object code search in Quali.

- First identify a general category by selecting a group of object codes, such as those starting with the same first digits.
- Next search using the *wildcard for the specific object codes in that group.
- Refine your search criteria as needed to narrow down the results.
- Notice the example above is searching for all object codes that start with 15 by entering 15* in the object code field.
- Object codes reset each fiscal year to capture any changes.

The screenshot shows the 'Financial Main Menu' on the left and the 'Object Code Lookup' form on the right. The menu includes 'Capital Asset Management' and 'Chart of Accounts' sections. The 'Object Code Lookup' form has the following fields:


* Fiscal Year:	2017
Chart Code:	SC - Southern California
Object Code:	15*
Object Code Name:	
Object Code Short Name:	
Level Code:	
Object Type Code:	
Object Sub-Type (Equipment) Code:	
Historical Financial Object Code:	
Budget Aggregation Code:	
Budget Control Group (BCG):	
Active Indicator:	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Both

Buttons: search, clear, cancel

OBJECT CODES

OBJECT CLASS

If you roll up all object codes into a larger group by the first two digits of the object code, you are rolling them up into the Object Class. The object class does not have a separate definition or lookup in Quali. However, you will see it used for subtotaling on the Account Status report in Business Intelligence. Most object codes in the same object class are variations on a more generic category. For example, most of the object codes starting with 15 contain the word “supplies” in the definition.

-  [SPA Available Balance Object Class Definition](#)

Sponsored accounts use a different set of object class definitions by using their own alpha codes together with object codes and object code masks. You can look these definitions up under the Sponsored Projects Accounting section on the Financial Maintenance tab.

OBJECT TYPE

Object Type is the same as Account Type. Use the object type that matches the account type where the transaction is posted. See the object type lookup on the Financial Maintenance menu.

Object Type Lookup

<u>Object Type Code</u>	<u>Object Type Name</u>
<u>AS</u>	ASSET
<u>EX</u>	EXPENSE
<u>FB</u>	FUND BALANCE
<u>IN</u>	INCOME
<u>LI</u>	LIABILITY

BUDGET CONTROL GROUP (BCG)

Budget Control Groups roll up similar object classes into a larger group that indicates an even more generic classification than the object class. They are used to help simplify budgeting and spending in unrestricted accounts. They are used as a method to enforce business rules for budgets and expenditures in unrestricted accounts.

You can find the budget control groups under the **Financial Maintenance tab/ Financial Processing**.

OBJECT CODES

Financial Processing

- 😊 [Account Campaign Type](#)
- 😊 [Balance Sheet Code](#)
- 😊 [Budget Change Category](#)
- 😊 [Budget Change Object Exception](#)
- 😊 [Budget Control Group](#)
- 😊 [Budget IDC Study Type](#)

Budget Control Group Lookup

Budget Control Group	Budget Control Group Description
1	Compensation
2	Current Expense
3	Student Aid
4	Interdepartmental Income
5	Indirect Costs
6	Capital Expenditures
7	Fringe Benefit Expense
8	Plant Expenditures
20	Various Income Asset & Liabilities

SEARCHING FOR OBJECT CODES BY BUDGET CONTROL GROUP

Using the object code lookup you can enter the BCG in the search criteria to see object codes that belong to the same BCG. You will note, however, that this search returns too many records to appear in one search. You will not be able to see all object codes in one search if you wanted to capture all of them.

In this case, it would be helpful to use the **Business Intelligence report** called the Object Code Inquiry. This report will return all object codes requested and is not limited in the way the Kualu search is. You must have access to use Business Intelligence.



LookUp Reports

- Chart of Accounts
- Object Code Inquiry
- Organization Inquiry