


Project Summary Statement Settings

A project summary report supports the balance of the designated and restricted net asset accounts. In order to produce this report, go to Reports, Statements and at the bottom of the list you will see Project Summary. Select the Project Groups you want to include by highlighting them. (Hold down the Ctrl key while you select the groups). There is no need to choose individual projects.

 **Statements > Project Summary :: Configure Report**

Fiscal Period Ended

Report as of month ending: during fiscal year ending:

Project Group

x

Project

x

**** Report Options**

Include Inactive Projects

**** Report Subtitle**

Report Subtitle:

To select multiple items on controls that allow it, use ctrl-click.
** Changes to these options are saved when the report is previewed.