



FLORIDA STATE UNIVERSITY
FOUNDATION

Web Reports FAQs

- Why am I not able to log in to the reports?

A password may not include all the required elements or you may be using a browser other than Internet Explorer.

- Which reports is the best for finding out the balance in my fund?

The Balance Sheet or the Year-to-Date Spendable Income Transactions will give you the current cash balance in a fund. A complete list of reports and their purposes are provided in the Web Report Users Guide.

- Where can I go to get reports for gifts and donor information?

There is a separate system for accessing information on gifts received and donor information. To request access for these reports, you need to contact the Data Management department within the Foundation at (850) 645-9721.
