



Reports by Agency

- Travel Expenditures by Agency
 - Report Name in STMS:
 - *Completed Travel by Agency Detail*
 - *Completed Travel by Agency Summary*
- Quarterly Travel Report by Department
 - Report Name in STMS:
 - *Agency Travel FQ Matrix*
- Monthly Travel Report by Agency
 - Report Name in STMS:
 - *Monthly Travel Report*
 - *Monthly Travel Report per Agency*
- Annual Travel Expense by Agency
 - Report Name in STMS:
 - *Annual Travel Report FY*
 - *Annual Travel Report FY Matrix*
- Senior Management Quarterly Expenditures by Agency
 - Report Name in STMS:
 - *Quarterly Leadership Travel Report*

Approvers and Agency Administrator User Reports

- Approvers List by Agency
 - Report Name in STMS:
 - *Approvers*
- Completed Travel Forms by Agency
 - Report Name in STMS:
 - *Completed Travel by Agency Detail*
 - *Completed Travel by Agency Summary*
 - Authorization
 - Report Name in STMS:
 - *Authorizations per Agency*
 - *Authorization per Agency Matrix*
 - Advance
 - Report Name in STMS:
 - *Advances per Agency Detail*
 - *Advances per Agency Matrix Summary*
 - Reimbursement/Reimbursement with General Authorization
 - Report Name in STMS:
 - *Reimbursement Matrix*

- *Reimbursements per Agency Detail*
 - *Reimbursements per Agency Summary*
- Trip Forms Report by Status
 - Canceled Trip Forms
 - Report Name in STMS:
 - *Cancelled Travel by Agency*
 - *Cancelled Travel by Agency Matrix*
- Proxy Traveler Report
 - Report Name in STMS:
 - *Proxy Traveler Report*
- Users without a Contact
 - Report Name in STMS:
 - *User Accounts without FLAIR Contacts*
- All Users Report
 - Report Name in STMS:
 - *All System Users*
 - *Users OLO Report*

Fiscal Auditor Reports

- Expenditures by Budget Year
 - Report Name in STMS:
 - *Expense Analysis Detail by Employee*
- Voucher Summary Report
 - Report Name in STMS:
 - *Voucher Audit Summary*
- Travel History Report by Employee
 - Report Name in STMS:
 - *Employee Annual Expense Report*
 - *Expense Analysis Detail by Employee*

Traveler (Employee) User Reports

- Annual Expense Report
 - Report Name in STMS:
 - *Annual Travel Report FY*
 - *Annual Travel Report FY Matrix*
- Expense Analysis Detail by Employee
 - Report Name in STMS:
 - *Expense Analysis Detail by Employee*