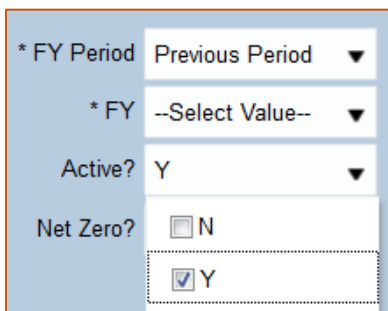## Commitments: The *Active?* Prompt

- *Cost Detail* reports include commitments *only* for the *Current Period* and *Previous Period.*

  - ✓ For FY Periods prior to *Previous Period*, there are no commitments.

- Costs for all FY Periods and the Commitments for the *Current Period* are *Active.*

- *Previous Period* Commitments are **not** *Active,* i.e., *Active? = N*

- If you want to include the commitments for *Previous Period*, then you do not need to select a value for the prompt *Active?*

TIP: If you are running a *Cost Details* report for multiple months and **do not** want to include the commitments for *Previous Period* select **Y** *and* leave **N** unchecked.

* FY Period	Previous Period ▼
* FY	--Select Value-- ▼
Active?	Y ▼
Net Zero?	☐ N
	☑ Y

ITD/YTD

- ITD (Inception to Date) and YTD (Fiscal Year to Date) are concepts for summary reports.

- Because of this **there is no option for ITD vs YTD in the Cost Detail reports.**