

View a Summary by Account in Pinnacle

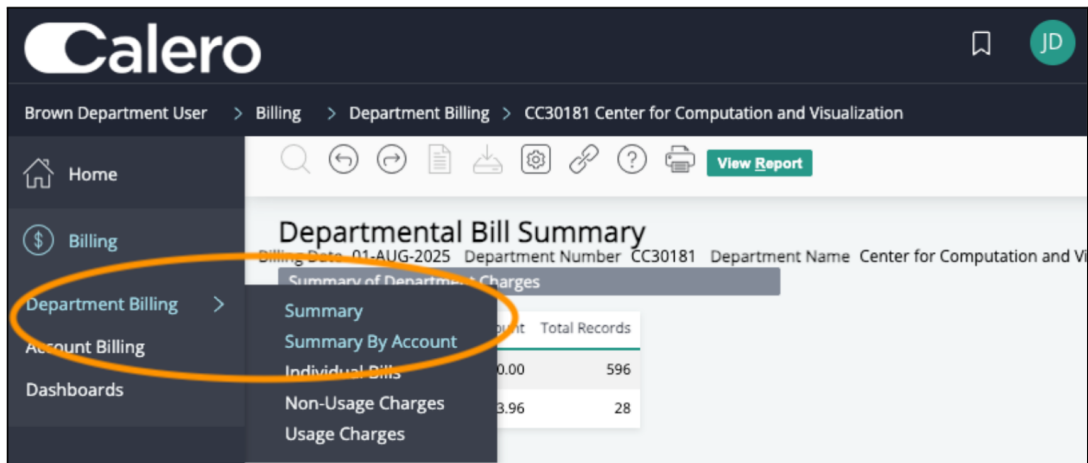
Lilly Cordova - 2025-09-04 - Comments (0) - Pinnacle

In Pinnacle, you can view a summary by account.

Hover over the left-side menu, then hover over Department Billing to view the sub-menu.

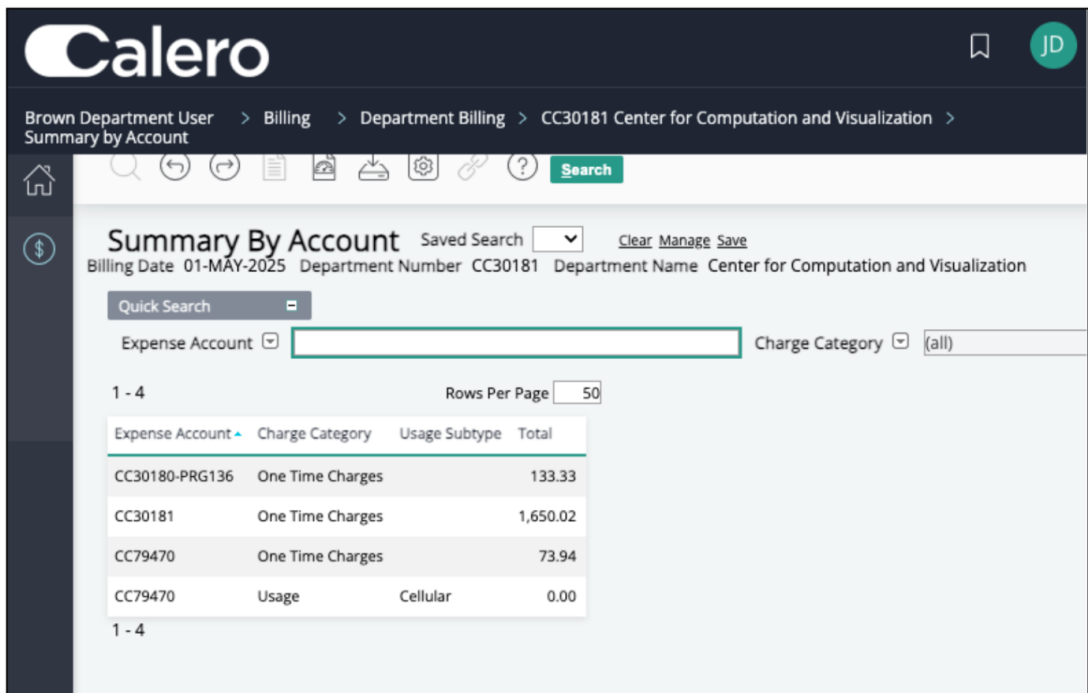
Click on **Summary By Account** to view totals for each expense account.

You can change the sort order by clicking on the top of any column. Breadcrumbs allow you to keep track of where you are and navigate easily.



The screenshot shows the Calero Pinnacle interface. The left sidebar menu is open, and the 'Department Billing' option is highlighted with an orange circle. A sub-menu is displayed, showing 'Summary By Account' as the selected option. The main content area displays the 'Departmental Bill Summary' for the department 'CC30181 Center for Computation and Visualization'.

Summary of Department Charges	Amount	Total Records
Individual Bills	0.00	596
Non-Usage Charges	3.96	28
Usage Charges		



The screenshot shows the 'Summary By Account' page in the Calero Pinnacle interface. The page displays a table of expense accounts and their associated charges. The table has columns for 'Expense Account', 'Charge Category', 'Usage Subtype', and 'Total'. The data is filtered by 'Billing Date 01-MAY-2025' and 'Department Number CC30181'.

Expense Account	Charge Category	Usage Subtype	Total
CC30180-PRG136	One Time Charges		133.33
CC30181	One Time Charges		1,650.02
CC79470	One Time Charges		73.94
CC79470	Usage	Cellular	0.00

Tags

ccv billing

hardware services billing

mail services billing

media services biling

OIT Billing

print services billing

telecom and wireless biling