Chart of Accounts for PeopleSoft Financials
(How to find it)

Go online and login to PeopleSoft Financials (not HCM – Human Resources). Click the following navigation path:
Main Menu → Reporting Tools → Query → Query Viewer
On the **Query Viewer** screen, click the link for **Advanced Search**. At "**Query Name**" choose "**Contains**" and enter "**COA**". Click the yellow **Search** button. Scroll down to the Query section at the bottom of the screen. Under the Search Results, look for the Chart of Accounts you're interested in, and then on the right side, click the **HTML** link. The chart will open.

Query Viewer

Enter any information you have and click Search. Leave fields blank for a list of all values.

Query Name	contains ▾	COA
Description	begins with ▾	
Uses Record Name	begins with ▾	
Uses Field Name	begins with ▾	
Access Group Name	begins with ▾	
Folder Name	begins with ▾	
*Query Type =	User ▾	
Owner =	▾	

When using the IN or BETWEEN operators, enter comma separated values without quotes. i.e. JOB,EMPLOYEE,JRNL_LN.

Search   Clear   Basic Search

Search Results

*Folder View — All Folders — ▾

Query				Personalize | Find | View All |		First ◀

Query Name	Description	Owner	Folder	Run to HTML	Run to Excel	Run to XML	Sche
SD_COA_ACCOUNT	All Active Accounts	Public		HTML	Excel	XML	Sche
SD_COA_BUD_REF	All Budget References	Public		HTML	Excel	XML	Sche
SD_COA_CLASS	All Classes	Public		HTML	Excel	XML	Sche
SD_COA_DEPT	All Departments	Public		HTML	Excel	XML	Sche
SD_COA_DEPT_W_ADDRESS	Dept & Location with addresses	Public		HTML	Excel	XML	Sche
SD_COA_EXTENDED	All Extendeds	Public		HTML	Excel	XML	Sche