How to Run the Object 3125 Report in Quantum Analytics

Object 3125 is the Expense Object used to record study participant payment (SPP) cash and gift cards payments that have been distributed to participants.

1. Log into Quantum Analytics.

Need access to Quantum Analytics? Complete the Access Request Form.

2. Click Award Detail on the Quantum Analytics Landing Page:
3. Select the Award or click Find my Award:

If Find My Award is selected, enter the Project ID on the next page. Otherwise advance to Step 4.
4. Select the Award and then click Drill to Detail Transactions when prompted.

5. Enter Thru Fiscal Period and Click Apply:

Note: If you’re having trouble finding it, please select an Award, Thru Fy

Find My Award
6. Click the LTD (Life-to-Date) Operating Expenses:

7. Find the Period Selection Area and select a range of periods:

8. Enter the range of periods and click Apply:

9. The results show the amount charged (i.e. distributed) for the period(s) being reconciled.