

Instructions for Faculty to View Their Accounts (Faculty Accounts Reporting Reference Guide)

Last Modified – 1/16/26

Go to one.purdue.edu and select the faculty reports icon

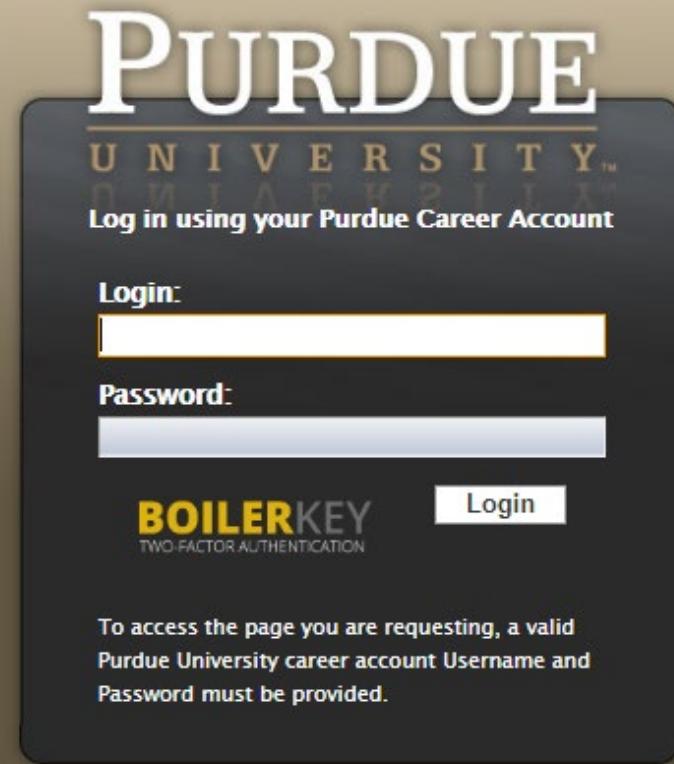
<https://one.purdue.edu/?login=true>



RESEARCH TECHNOLOGIES

- AIMS - Business Account Projections
- Grant Management - Coeus (Lite & Premium)
- Purdue Excellence in Research Administration (PERA)
- Research Account Dashboard (RAD)

Log in with your boilerkey

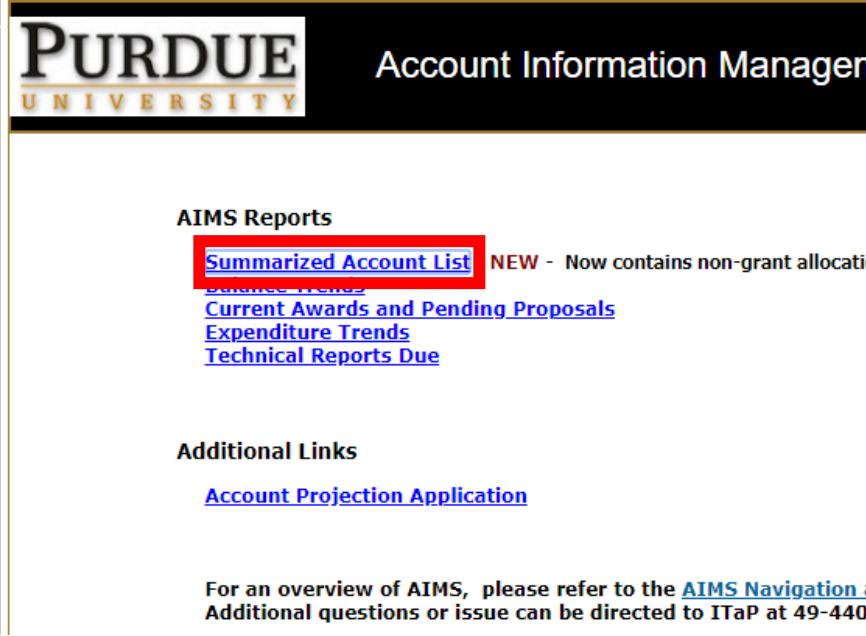
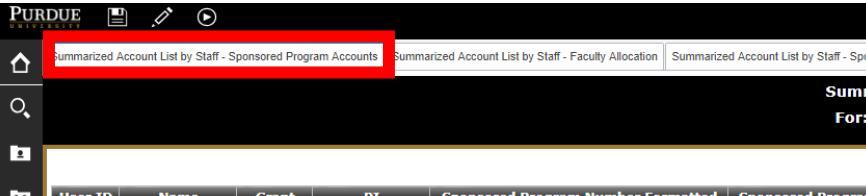
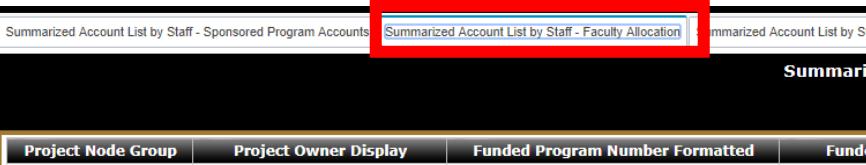


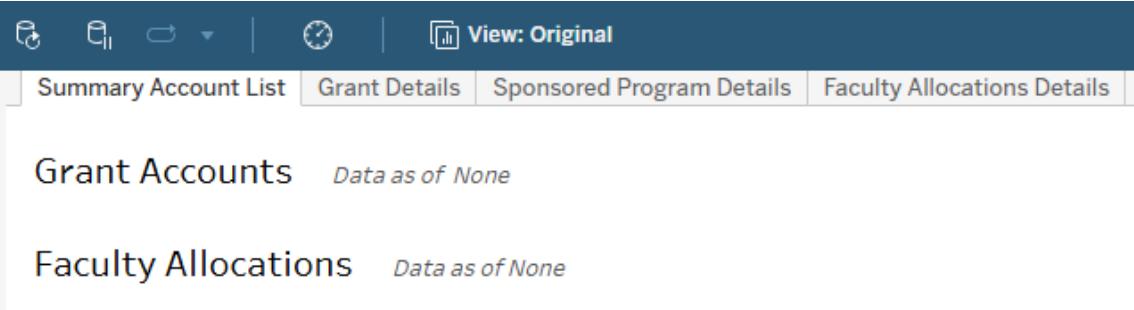
The image shows a login page for Purdue University. At the top, the word "PURDUE" is written in large, white, serif capital letters. Below it, "UNIVERSITY" is written in smaller, white, serif capital letters. A faint, overlapping watermark of the word "PURDUE" is visible in the background. The main text on the page reads "Log in using your Purdue Career Account". Below this, there are two input fields: "Login:" and "Password:", each with a corresponding text input box. To the right of the "Login:" field is a "Login" button. Below the input fields, the "BOILERKEY" logo is displayed, consisting of the word "BOILERKEY" in yellow and "TWO-FACTOR AUTHENTICATION" in smaller white text. A message in white text on a dark background states: "To access the page you are requesting, a valid Purdue University career account Username and Password must be provided." At the bottom of the page, there is a link "Issues with your BoilerKey?".

To view Accounts via **AIMS**
(Account Information
Management System)

AIMS - Faculty Reports

Access a suite of reports designed to help manage your sponsored funds.

<p>Select Summarized account list</p>	 <p>AIMS Reports</p> <p>Summarized Account List NEW - Now contains non-grant allocations</p> <p>Current Awards and Pending Proposals</p> <p>Expenditure Trends</p> <p>Technical Reports Due</p> <p>Additional Links</p> <p>Account Projection Application</p> <p>For an overview of AIMS, please refer to the AIMS Navigation. Additional questions or issue can be directed to ITaP at 49-440</p>
<p>Grants will be located on the default page. If you do not have any active grants in the system, this page will be empty</p>	 <p>Summarized Account List by Staff - Sponsored Program Accounts</p> <p>Summarized Account List by Staff - Faculty Allocation</p> <p>Summarized Account List by Staff - Spon</p>
<p>All other faculty associated accounts are reported on the second tab.</p>	 <p>Summarized Account List by Staff - Sponsored Program Accounts</p> <p>Summarized Account List by Staff - Faculty Allocation</p> <p>Summarized Account List by Staff - Spon</p>

<p>To view Accounts via RAD (Research Account Dashboard)</p>	<p>Research Account Dashboard (RAD)</p> <p>Designed with faculty in mind, the dashboard provides a quick overview of account balance lists for faculty grants and faculty allocation accounts. Faculty logging into the system will be taken straight to access the dashboards by entering the faculty member's alias (must be entered exactly) in the search window at the top of the home page.</p>
<p>RAD Tile goes directly to the Dashboard.</p> <p>Accounts will be located under the appropriate tab</p>	 <p>View: Original</p> <p>Summary Account List Grant Details Sponsored Program Details Faculty Allocations Details</p> <p>Grant Accounts <i>Data as of None</i></p> <p>Faculty Allocations <i>Data as of None</i></p>