



## Project Detail - BUD2100



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## Budget > Tables > Account Codes > Project Detail

This tab is used to establish and manage the project detail code. This two-character code comprises of the fifth and sixth characters of the program code, and it identifies the program project. It is a local-use field.


### Set up a project detail code:

☐ Click **+Add** to add a row.

Field	Description
<b>Project Detail Code</b>	Type the project detail code for the account. The field can be a maximum of two characters.
<b>Project Detail Description</b>	Type the project detail description. The field can be a maximum of 30 characters.

☐ Click **Save**.

### Other functions and features:

<b>Retrieve</b>	The <b>Retrieve</b> button is also used to retrieve information from the last save. If you click <b>Retrieve</b> , any unsaved changes are lost.
<b>Print</b>	<p>Click to print the report. The following Account Code Table options are displayed:</p> <p><b>Current Tab Page</b> - prints only the tab page currently open.  <b>Selected Account Code Tables</b> - displays the following Account Code Table Selection options:  Fund/Fiscal Yr  Function  Object  Sub-Object  Organization\ Program Intent  Educational Span  Project Detail  <b>All Account Code Tables</b> - prints all the Account Codes tab pages.  Select an option, and then click <b>OK</b> to view a copy of the report. Otherwise, click <b>Cancel</b> to return to the tab.</p> <p><a href="#">Review the report.</a></p>
	<p>Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.</p> <p>Click <b>Save</b>.</p>