



# Mass Change Bank Account Group by Fund - FIN6600



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# Mass Change Bank Account Group by Fund - FIN6600

**Finance > Utilities > Fiscal Year Processing > Mass Change Bank Account Group by Fund**

This page is used to update the fund years for bank account groups in preparation for end-of-year processing. This utility enables you to select multiple funds/years and increment the year by one for each selected fund. This utility only mass changes the fund years for the logged-on file ID.

**Note:** The next year fund/fiscal year must exist in the Finance Account Codes/Fund table, and an account code with class 1XXX related to this fund/fiscal year must exist in the chart of accounts before processing the Mass Change Bank Account Group by Fund utility.

## Mass change bank account groups:

Field	Description
<b>Bank Acct Group</b>	Click  to select the bank account group for which you want to mass change funds. A list of the selected bank account group's associated fund/years is displayed. If you select another bank account group from the drop down, click <b>Refresh Bank Acct Group</b> to refresh the list of fund/years.

All available fund/year codes are displayed on the left side of the page. Select the desired fund/year codes and use the following buttons to move the selected fund/years to the right side of the page.



- Click to move selected entries from the left side to the right side of the page.



- Click to move all entries from the left side to the right side of the page.



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- Click to move all entries from the right side to the left side of the page.

<b>Execute</b>	<p><a href="#">Execute the process.</a></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Click <b>Execute</b> to execute the process.</li> <li>If any errors are encountered, an error report is displayed.</li> <li>If there are no errors, the Change Bank Account Group by Fund Report is displayed. <a href="#">Review the report.</a></li> </ul>
<b>Process</b>	<p><a href="#">Process the changes.</a></p> <ul style="list-style-type: none"> <li>Click <b>Process</b> to proceed and complete the mass change process for items with a Y in the <b>Process</b> column. Items with an N in the <b>Process</b> column cannot be processed; the process is canceled if the <b>Process</b> button is clicked. You are prompted to create a <a href="#">backup</a>. A message is displayed indicating that the process was completed successfully. Click <b>OK</b>.</li> </ul>

**Cancel**

Click to return to the Mass Change Bank Account Group by Fund page without making changes.