



# Perform next year Budget data maintenance



# Table of Contents

**Perform next year Budget data maintenance** ..... i



Update next year Budget data.

***Budget > Maintenance > Budget Data***

Update amounts and descriptions or add/delete accounts using Budget Data maintenance pages.

***Budget > Maintenance > Budget Quick - Entry***

Use the Budget Quick - Entry pages if you only need to update amounts. These pages are ideal for principals, directors to update amounts.