

Initialize Audit Tables - BAM6200

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Asset Management > Utilities > Fiscal Year Processing > Initialize Audit Tables

This utility is used to delete all selected historical audit files based on the file ID. After processing is completed, all existing audit tables selected are deleted.

Note: The initialize audit tables process modifies files, so it is recommended that you create a backup of your files before running this process.

Modify a record:

Select a student

The following receiving options selected on the Options > Purchasing Options page in District Administration determine how information is displayed as well as if certain requisition items can be received on this page.

- If **Use Blind Receiving** is selected, order quantities are not shown on this page.
- If **Allow Partial Receiving** is not selected, only complete requisition items can be received.
- If **Allow Receiving Overage** is not selected, only the original item quantity ordered or less can be received.

Field	Description
Campus ID	
Pass/Fail	

Click **Save**.

**NOTE:

Other functions and features:

	Delete a row. Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.


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