



## **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.

### Initialize audit tables:

[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:

 <a href="#">Delete a row.</a> 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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