



Approved - BUD6600

Table of Contents

Approved - BUD6600	1
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Budget > Utilities > Budget Level Processing > Approved

This tab is used to transfer results of a budget simulation to the Approved tab of the Budget Data Maintenance page. The **Next Yr Approved** column is updated by the results of the simulation that was processed. Simulations created by all users with access to the Mass Increase/Decrease Account Codes > Approved tab are displayed. Users can process only their simulations unless simulations were copied from one user to another.

Note: Simulations are based on the user profile of the logged-on user. Payroll accounts can be included in the simulation even though the user may not have access to 61XX.

Image

The screenshot shows the 'Approved' tab of the 'Budget Level Processing' utility. The top navigation bar includes 'Utilities > Budget Level Processing' and a session timer 'SessionTimer: 40 min and 40 sec'. The 'Approved' tab is selected. The main area displays a table of simulations with columns: Select, Simulation Name, Simulation Description, Base Column, Round, and User ID. A row for 'PRIOR' is shown with 'PRIOR YEAR' in the Simulation Description and 'This Yr Amend Budget' in the Base Column. The 'Execute' button is highlighted with a red box. Below the table is a sub-grid showing a single row: Seq Nbr (001), Account Code (XXX-XX-XXXXXX-XX-XXX-X-XX-X-XX), Operator (No Change), and Percent / Amount (0.00).

Select	Simulation Name	Simulation Description	Base Column	Round	User ID
<input checked="" type="checkbox"/>	PRIOR	PRIOR YEAR	This Yr Amend Budget	Y	LIZM

Seq Nbr	Account Code	Operator	Percent / Amount
001	XXX-XX-XXXXXX-XX-XXX-X-XX-X-XX	No Change	0.00

Transfer approved simulation data:

All simulations created and processed by all users with access to the Mass Increase/Decrease Account Codes > Approved tab are displayed in the grid area at the top of the tab. Simulation sequence

numbers are displayed in the detail area at the bottom of the tab.

Note: Users can only execute simulations that they created. If a user executes a simulation from another user, the error message "User ID: XXXXXX does not match login User ID" is displayed.

Field	Description
Approved Cutoff Date	The date for which updates to accounts are no longer accepted is displayed. If the LEA uses cutoff dates, no data can be transferred after the displayed cutoff date. If the LEA does not use cutoff dates, simulation data can be transferred at any time up to final budget approval.

In the upper grid, select the simulation to transfer to the **Next Yr Approved** column on the Approved tab of the Budget Maintenance page. The sequence numbers associated with the simulation are displayed in the detail grid at the bottom of the tab. If multiple sequences display, they are processed in the order listed.

Execute	<p>Click to transfer the values resulting from the selected simulation results to the Next Yr Approved column on the Budget Maintenance > Approved tab. A Budget Level Processing report is displayed. Review the report.</p> <p>Review the report using the following buttons:</p> <p>Click  to go to the first page of the report. Click  to go back one page. Click  to go forward one page. Click  to go to the last page of the report.</p> <p>The report can be viewed and saved in various file formats.</p> <p>Click  to save and print the report in PDF format. Click  to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included. Click  to close the report window. Some reports may have a Close Report, Exit, or Cancel button instead.</p>
Process	<p>Click to complete the transfer of the selected simulation. A message is displayed prompting you to perform a backup.</p>
Cancel	Click to return to the Budget Level Processing Approved tab.



Back Cover