

Copy Level - BUD6600

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Budget > Utilities > Budget Level Processing > Copy Level

Copy simulation data from one budget level to another:

❑ Under **From Level**:

Field	Description
Requested	Select to copy the **Requested** column level. If selected, the data replaces the data in the selected **To Level**.
Recommended	Select to copy the **Recommended** column level. If selected, the data replaces the data in the selected **To Level**.
Approved	Select to copy the **Approved** column level. If selected, the data replaces the data in the selected **To Level**.

❑ Under **To Level**:

Requested	Select to indicate that the data in the selected **From Level** column will replace the data in this column.
Recommended	Select to indicate that the data in the selected **From Level** column will replace the data in this column.
Approved	Select to indicate that the data in the selected **From Level** column will replace the data in this column.

Note: You cannot copy the same **From Level** column to the same **To Level** column.

❑ Click **Execute** to copy the selected **From Level** simulations to the selected **To Level**. A Copy Level report is displayed. Review the report.

❑ Click **Process** to complete the transfer of the selected simulation. A message is displayed prompting you to perform a backup.

❑ Click **Cancel** to return to the Budget Level Processing Copy Level tab.


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