



## Copy Level - BUD6600



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# Copy Level - BUD6600

**Budget > Utilities > Budget Level Processing > Copy Level**

**Copy simulation data from one budget level to another:**

☐ Under **From Level**:

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

☐ Under **To Level**:

<b>Requested</b>	Select to indicate that the data in the selected <b>From Level</b> column will replace the data in this column.
<b>Recommended</b>	Select to indicate that the data in the selected <b>From Level</b> column will replace the data in this column.
<b>Approved</b>	Select to indicate that the data in the selected <b>From Level</b> column will replace the data in this column.

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

<b>Execute</b>	Click to copy the selected <b>From Level</b> simulations to the selected <b>To Level</b> . A Copy Level report is displayed. <a href="#">Review the report</a> .
<b>Process</b>	Click to complete the transfer of the selected simulation. A message is displayed prompting you to perform a <a href="#">backup</a> .
<b>Cancel</b>	Click to return to the Budget Level Processing Copy Level tab.



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