

# **Export by File ID - BUD7400**

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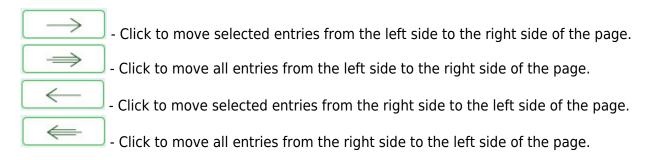
#### **Budget > Utilities > Export by File ID**

This page is used to copy the selected file IDs to a user-designated archive file.

- If the file ID is N (next year), the export includes the budget tables as well as next year requisition and workflow tables.
- If the file ID is anything other than N, the export only includes budget tables.

#### **Export file IDs:**

Use the following buttons to move the selected file IDs from the left side to the right side of the page under **Selected File IDs**.



	Click to execute the process.  A message is displayed indicating that the process was successfully completed.	Click OK
	A message is displayed indicating that the process was successfully completed.	CHCK OIL.

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