



Due To Fund - FIN2700

Table of Contents

Due To Fund - FIN2700 1

Due To Fund - FIN2700

Finance > Tables > Credit Card Code > Due To Fund

This page is used to determine the new fiscal year for any new entries that are created using existing credit card transactions.

Fund/fiscal years can be deleted on the Utilities > Fiscal Year Processing > Delete Funds page even if they exist as an offset for credit card and warehouse transactions. It is important to set up this table to crosswalk the deleted fund/fiscal year in order to prevent errors from occurring after funds change fiscal years during the end-of-year process.

Retrieve a starting fund:

Field		Description
Starting Credit Card Code		Type the starting credit card code from which you want to retrieve data. Click Retrieve . A list of credit card codes equal to and greater than the entered starting credit card code is displayed.
Field	Description	
Campus ID		
Pass/Fail		

Click **Save**.


**NOTE:


Add a fund:

Fund


Other functions and features:

Print [Print data.](#)**Review the report using the following buttons:**


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.

The report can be viewed and saved in various file formats.

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 **X** to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.

**Delete a row.**

Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.

You cannot delete or modify a credit card code that is in use by a credit card transaction.

Click **Save**.



Back Cover