

Export Finance Tables - FIN7100

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Finance > Utilities > Export Finance Tables

This utility is used to export a copy of all current finance tables, requisition tables, and accounts receivable tables prior to running major functions; vendor-related and user profile tables are not copied. The tables for the logged-on file ID are exported to a user-designated archive file.

Export finance tables:

Field	Description
Export Filename	The export file name is displayed and has the format dbcccddd_mmddyyyy_fin.rsf, where cccddd is the county-district number and mmddyyyy is the current date.
Enter the Password to be used for the Archive	Type the password to be used to retrieve the data.

❑ Click **Execute** to execute the process. A dialog box is displayed with a preset File name, save the file on your computer or network.

A message is displayed indicating that the process was completed successfully.


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