Create New Accounts by Fund - FIN6100

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Finance > Utilities > Fiscal Year Processing > Create New Accounts by Fund

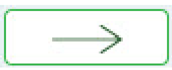
This utility creates new accounts from an existing fund/fiscal year combination. Before an account class can be created in this utility, the fund must be created using either the Mass Change Account Codes utility or by adding the fund/fiscal year to the Fund tab in the Account Code table.

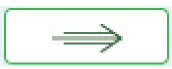
These new accounts may carry over balance sheet account balances (accounts 1XXX-3XXX) from the previous fiscal year if selected. When processed for previously created balance sheet accounts, the account balance is updated. If the account already has a balance, the program adds another entry for the amount being transferred. The balancing entry for the fund, if needed, will be to the account whose object is the actual fund balance object code from the Fund tab in the Account Code table in file ID C. If a budgetary fund balance amount is transferred, the amount may need to be moved. When carrying totals forward and the next and current accounting periods exist in the file ID copied from (i.e., transactions exist in the current and next accounting periods for the file ID copied from), the next accounting period amounts are transferred to the file ID copied to regardless of which accounting period is chosen for posting.

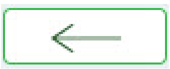
Create new accounts by fund:

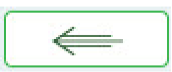
Field	Description
New File ID	The current file ID to which you are logged on is displayed.
Current Accounting Period	Selected by default if **Current Accounting Period Close** is not selected on the Tables > District Finance Options > Accounting Periods tab.
Next Accounting Period	Selected by default if **Current Accounting Period Close** is selected on the Tables > District Finance Options > Accounting Periods tab.
JV Number	The field is set to 999999, but you can type another alphanumeric journal voucher number. If a duplicate journal voucher number other than 999999 is entered, an error message is displayed. This is a required field.
Transaction Date	The current system date is displayed by default, but it can be modified. If it is modified, all new transactions default to the last transaction date that was entered.

All available from funds are displayed on the left side of the page. Select the funds under **From Fiscal Year** to move under **To Fiscal Year**.

 - Click to move selected entries from the left side to the right side of the page.

 - Click to move all entries from the left side to the right side of the page.

 - Click to move selected entries from the right side to the left side of the page.

 - Click to move all entries from the right side to the left side of the page.

1-8	Select the class(es) to include with each fund/year. Select the class field in the header to select or clear the class for all of the selected funds.

<table>
<tr><td>Carry Forward Totals</td><td colspan="2">Select for each fund/year to carry current fund totals forward to the new fund/year. Only the totals for account classes 1, 2, and 3 are carried forward. Totals for account classes 4, 5, 6, 7, and 8 are set to zero. Select the Carry Forward Totals field in the header to select or clear the Carry Forward Totals field for all of the selected funds.</td></tr>
<tr><td>Execute</td><td>Click to execute the process. The Create New Accounts by Fund report is displayed. Review the report. {page>general:printreport}} Process|Click to process the changes. A message is displayed prompting you to create a backup. A message is displayed indicating that the process was succussful. Click OK. ====Other functions and features:==== ^ | Delete a row.</td><td>Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. ++</td></tr>
</table>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