



Mass Change Bank Account Group by Fund - FIN6600

Table of Contents

Mass Change Bank Account Group by Fund - FIN6600 1

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Finance > Utilities > Fiscal Year Processing > Mass Change Bank Account Group by Fund

This page is used to update the fund years for bank account groups in preparation for end-of-year processing. This utility enables you to select multiple funds/years and increment the year by one for each selected fund. This utility only mass changes the fund years for the logged-on file ID.

Note: The next year fund/fiscal year must exist in the Finance Account Codes/Fund table, and an account code with class 1XXX related to this fund/fiscal year must exist in the chart of accounts before processing the Mass Change Bank Account Group by Fund utility.

Mass change bank account groups:

Field	Description
Bank Acct Group	Click  to select the bank account group for which you want to mass change funds. A list of the selected bank account group's associated fund/years is displayed. If you select another bank account group from the drop down, click Refresh Bank Acct Group to refresh the list of fund/years.

All available fund/year codes are displayed on the left side of the page. Select the desired fund/year codes and use the following buttons to move the selected fund/years to the right side of the page.



- 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.

Execute	Execute the process. ☐ Click Execute to execute the process. - If any errors are encountered, an error report is displayed. - If there are no errors, the Change Bank Account Group by Fund Report is displayed. Review the report.
Process	Process the changes. Click Process to proceed and complete the mass change process for items with a Y in the Process column. Items with an N in the Process column cannot be processed; the process is canceled if the Process button is clicked. You are prompted to create a backup. A message is displayed indicating that the process was completed successfully. Click OK.
Cancel	Click to return to the Mass Change Bank Account Group by Fund page without making changes.



Back Cover