



Initialize audit tables

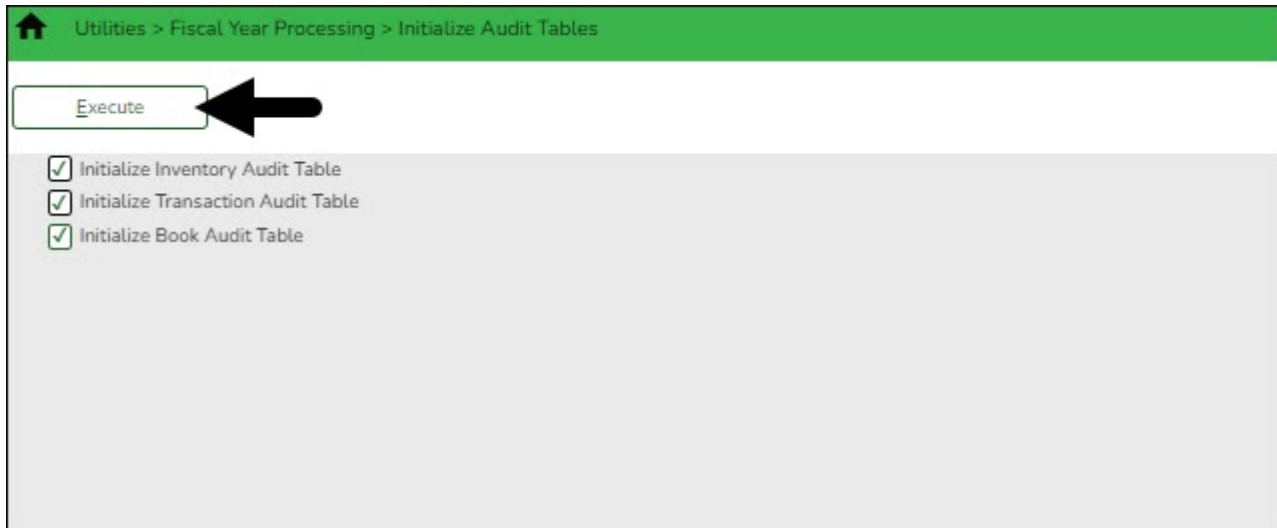
Table of Contents

Initialize audit tables

[Asset Management](#) > [Utilities](#) > [Fiscal Year Processing](#) > [Initialize Audit Tables](#)

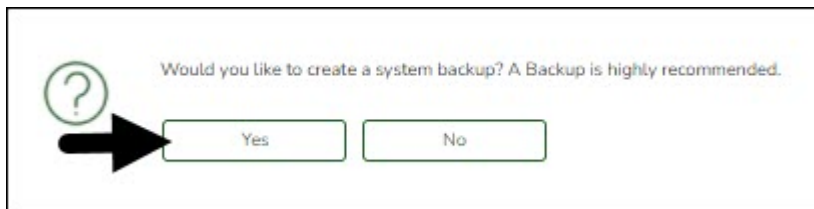
This utility should be run **after** the auditor has completed their review. This process allows you to delete all selected historical audit files based on the file ID.

It is best practice to create a backup of your files prior to running this utility as this process does modify files.

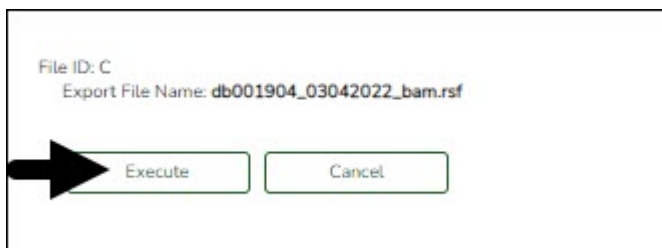


Select all three options on the page.

Click **Execute**. A message is displayed prompting you to create a backup.



Click **Yes**. A pop-up window is displayed with the export file name.



Click **Execute** and save the file in the appropriate location. A message is displayed prompting you to continue with the process. Click **Yes**. A message is displayed indicating that the process was successfully completed. Click **OK**.



Back Cover