



Copy the current year budget

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Budget > Utilities > Copy Current to New File ID

Copy the current year data to another file ID (2018-2019 to file ID 9) for historical purposes.

Image

Utilities > Copy Current To New File ID

New File ID: 0

Execute

Select	Fund / Year	Fund Description
☐	199 / 0	LOCAL MAINTENANCE
☐	204 / 0	TITLE IV-DRUG FREE SCHOOLS ACT
☐	211 / 0	TITLE I, PART A
☐	224 / 0	IDEA PART B, FORMULA
☐	225 / 0	IDEA PART B, PRESCHOOL
☐	226 / 0	EVALUATION CAPACITY AWARD
☐	240 / 0	NAT BREAKFAST & LUNCH PROGRAM
☐	243 / 0	TECHNICAL PREPARATION
☐	244 / 0	PERKINS VOC & TECHNOLOGY ED
☐	255 / 0	TITLE II PART A-TPTR
☐	270 / 0	TITLE V RLI
☐	279 / 0	TITLE II,PART D-ARRA
☐	286 / 0	DOJ GRANT
☐	288 / 0	TEXAS HURRICANE HOMELESS YOUTH
☐	289 / 0	TITLE IV, PART A, SUBPART 1
☐	410 / 0	INSTRUCTIONAL MATERIALS ALLOT
☐	429 / 0	RURAL SCHOOL TECHNOLOGY
☐	460 / 0	ELEMENTARY ADMINISTRATION
☐	461 / 0	DISTRICT 12/22 4A UIL
☐	462 / 0	ELEMENTARY LIBRARY
☐	463 / 0	ELEMENTARY PICTURES
☐	464 / 0	JH LIBRARY
☐	465 / 0	JH YEARBOOK
☐	466 / 0	JH ADMINISTRATION
☐	467 / 0	ELEM AR
☐	468 / 0	MUSIC-ELEMENTARY
☐	469 / 0	HS ADMINISTRATION
☐	480 / 0	LOCALLY FUNDED SPECIAL REVENUE
☐	481 / 0	HURRICANE HARVEY GRANTS/DONATI
☐	482 / 0	HURRICANE HARVEY RECOVERY

Select All Unselect All

Field	Description
New File ID	Click to select the one-character file ID. This field represents the file ID to which you can move or copy funds.
Select All	Click to select all Select check boxes for all funds.

Click **Execute** to copy the selected funds to the new file ID. A message is displayed indicating that you are about to copy data from the current file ID to a new file ID and prompts you want to continue.

If you click **Yes**, a message is displayed indicating that the process was successfully completed. Click **OK**.

Log on to the next year file ID and perform an inquiry in Budget file ID 9 to verify that all fund data was copied.

After verifying the fund data, log on to file ID N before continuing with the Budget process.



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