



## Delete unused funds



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**Log on to file ID C.**

Finance > Tables > Account Codes

Delete the funds that are no longer needed.

Delete	Fund / Fisd year	Fund Type	Fund Description	Budget Fund Balance Obi Sobi	Actual Fund Balance Obi Sobi	Interfund Due From Obi Sobi	Interfund Due To Obi Sobi
<input type="checkbox"/>	199 / 0	G - General operating	GENERAL OPERATING	3700.00	3600.00	1261.00	2177.99
<input checked="" type="checkbox"/>	199 / 9	G - General operating	GENERAL OPERATING	3700.00	3600.00	1261.00	2177.99
<input type="checkbox"/>	211 / 0	S - Special revenue	TITLE I, PART A--IMPROVING BAS	3700.00	3600.00	1262.00	2177.99
<input checked="" type="checkbox"/>	211 / 9	S - Special revenue	TITLE I, PART A--IMPROVING BAS	3700.00	3600.00	1262.00	2177.99
<input type="checkbox"/>	224 / 0	S - Special revenue	IDEA-B FORMULA	3700.00	3600.00	1262.00	2177.99
<input checked="" type="checkbox"/>	224 / 9	S - Special revenue	IDEA-B FORMULA	3700.00	3600.00	1262.00	2177.99
<input type="checkbox"/>	225 / 0	S - Special revenue	IDEA-B PRE-SCHOOL	3700.00	3600.00	1262.00	2177.99

Select the funds to be deleted. Rows marked for deletion are highlighted red.

**TIP** - Reference the pagination information at the bottom of the grid to view the number of pages with data and begin deleting rows from the last page.

Click **Save**. A message is displayed prompting you to continue.



Click **OK** to continue. A message is displayed indicating that the rows were successfully deleted.



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