



## **otherhelpfulbudgetresources**

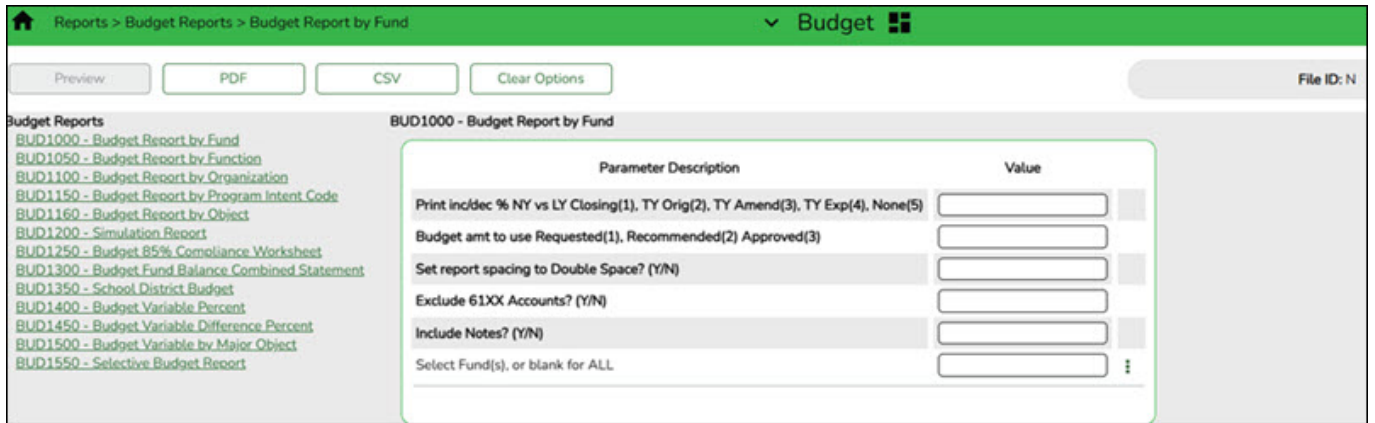


# Table of Contents

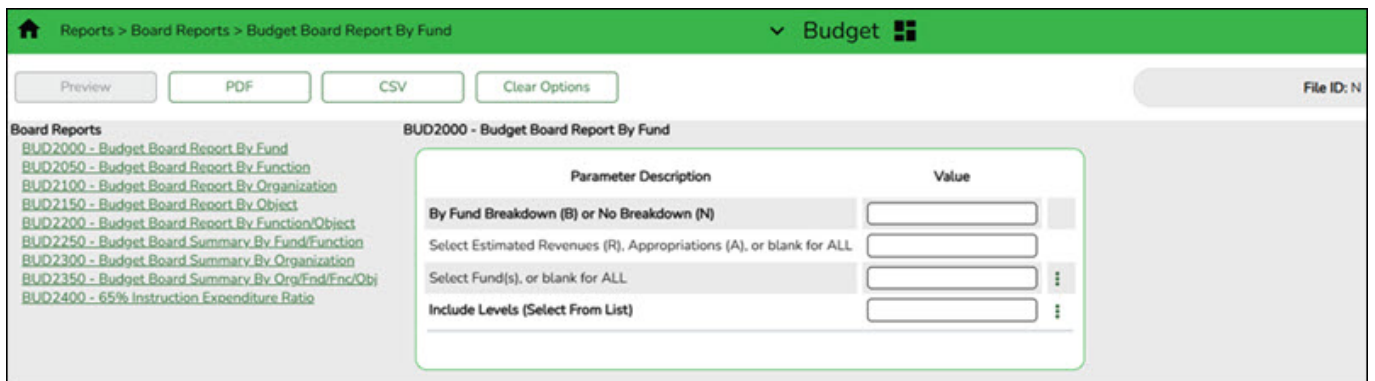


Review the following reports:

[Budget > Reports > Budget Reports](#)



[Budget > Reports > Board Reports](#)



[Budget > Utilities > Mass Delete Zero Balance Accounts](#)

Accounts with a zero amount in the **Current Year Original**, **Current Year Amendment**, and **Current Year Actual** columns are deleted.

Utilities > Mass Delete Zero Balance Accounts Budget

Execute

CY Original, CY Amended and CY Actual amounts must also be zero for an account to be deleted

Fund/Yrs Available:

Select	Fund/ Year
<input type="checkbox"/>	199 / 7
<input type="checkbox"/>	211 / 7
<input type="checkbox"/>	240 / 7
<input type="checkbox"/>	281 / 7
<input type="checkbox"/>	282 / 7
<input type="checkbox"/>	283 / 7
<input type="checkbox"/>	289 / 7
<input type="checkbox"/>	410 / 7
<input type="checkbox"/>	429 / 7
<input type="checkbox"/>	491 / 7
<input type="checkbox"/>	513 / 7
<input type="checkbox"/>	690 / 7
<input type="checkbox"/>	693 / 7
<input type="checkbox"/>	697 / 7
<input type="checkbox"/>	755 / 7

Fund/Yrs To Delete:

Select	Fund/ Year
No Rows	

Date Run: Delete Zero Balance Accounts Report

Cnty Dist: ISD Page: 1 of 1

File ID: N

Fnd-Fnc-Obj-So-Org-Prog	Delete	Description	LY Amount	CY Original	CY Amend	CY Actual	NY Request	NY Recom.	NY Appr.
281-00-5919.00-000-700000	Y	REVENUE	.00	.00	.00	.00	.00	.00	.00
281-00-5929.00-000-700000	Y	FEDERAL FUNDS	.00	.00	.00	.00	.00	.00	.00
282-00-5929.00-000-700000	Y	FEDERAL REVENUE	.00	.00	.00	.00	.00	.00	.00
283-00-5919.00-000-700000	Y	FEDERAL REVENUE	.00	.00	.00	.00	.00	.00	.00
283-00-5929.00-000-700000	Y	FED REV DISTRIBUTED BY TEA	.00	.00	.00	.00	.00	.00	.00

End of Report

[Budget > Utilities > Mass Lock/Unlock Funds](#)


Lock or unlock single or multiple funds/accounts as needed. Remember, locked funds or accounts cannot be manually updated by the user, updated through utilities, or by a NY payroll interface.




**IMPORTANT:** Before performing a final backup, unlock funds and account codes as locked accounts are not moved to Finance.

Utilities > Mass Lock/Unlock Funds Budget

Execute 

Delete	Account Code	Action
	XXX-XX <b>6112</b> XX-XXX-XXXXXX	<input checked="" type="radio"/> Lock <input type="radio"/> Unlock



Date Run: Budget System Mass Lock/Unlock Funds Change Report  
Cnty Dist: ISD Page: 1 of 1  
File ID: N

Fnd-Fnc-Obj,So-Org-Prog	Description	Action
199-11-6112.00-001-711000	SUBSTITUTE TEACHERS	Lock
199-11-6112.00-001-724000	SUB SAL - HS COMP ED TEACHER	Lock
199-11-6112.00-041-711000	SUBSTITUTE TEACHERS	Lock
199-11-6112.00-041-724000	SUB SAL - JH COMP ED TEACHER	Lock
199-11-6112.00-101-711000	SUBSTITUTE TEACHERS	Lock
199-11-6112.00-101-711001	SUBSTITUTE - PRINCIPAL DISCRET	Lock
199-11-6112.00-101-724000	SUB SAL - INTRM COMP ED TEACHE	Lock
199-11-6112.00-102-711000	SUBSTITUTE TEACHERS	Lock
199-11-6112.00-103-711000	SUBSTITUTE TEACHERS	Lock
199-11-6112.71-001-722000	SUB SAL - CAREER TECH HS	Lock
199-11-6112.80-001-723000	SUB SAL - HS SPEC ED TEACHER	Lock
199-11-6112.80-041-723000	SUB SAL - JH SPEC ED TEACHER	Lock
199-11-6112.80-101-723000	SUB SAL - INTRM SPEC ED TEACHE	Lock
199-11-6112.80-102-723000	SUB SALARY SE	Lock
199-33-6112.00-999-799000	SUB - NURSE	Lock
199-41-6112.00-750-799000	SALARY - SUB - ADMIN OFFICE	Lock
211-11-6112.00-101-700000	SAL TITLE IA SUBSTITUTE ELEM	Lock
283-11-6112.00-999-799000	SUBSTITUTE TEACHERS	Lock

End of Report



## Back Cover