

posttomasterbackup

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It is highly recommended that the user export a copy of the affected tables prior to completing the posting process.

Click **Yes** to export a copy of the affected tables. Click **No** to not create the backup and continue with the interface.

If the user clicks **Yes**, then the export Finance and Payroll tables dialog box is displayed.

If the user chose a file ID for the Finance interface that is not file ID C (e.g., 4 or 5), it is the user's responsibility to back up the chosen file ID separately through the Finance system before performing the interface. The backup generated from this tab will only back up Finance file ID C.

In the **Function Type** fields, the **Export** option is preset and cannot be changed.

In the **Export Path** field, perform one of the following functions:

Type the drive and folder name of where to export a copy of the tables. The system creates the export files (e.g., db001007_FH_6_03192002_01(s).rsf for payroll and db001007_FH_08192004_fin.rsf for finance).

Click **Browse**, then select the folder into which to export a copy of the tables.

Click **OK** to select the folder or **Cancel** to close the dialog box without processing.

Click **Execute**. A message displays asking you to verify the path of the export.

Click **Yes** to accept the export path or No to not accept the export path, and return to the Post to Master/Interface to Finance tab.

Click **Cancel** to close the dialog box without exporting tables.

In the archive password dialog box, type a password, and then click **OK**.

The tables are exported, and a message displays indicating that the export process completed successfully. Click **OK**.


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