

Select Budget Report Levels

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Select Budget Report Levels

- 1. Select **Requested**, **Recommended**, and/or **Approved** to include these budget levels in the report. You may select one, two, or all three levels in any combination.
- 2. Click **OK** to accept the selection and return to the report parameters, or click **Cancel** to return to the report parameters without selecting a budget level.
- 3. The **Value** field for the **Include Levels** report parameter displays a Y for each selected level.



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