

(OBSOLETE) Fund Close 1XXX-4XXX - FIN6500

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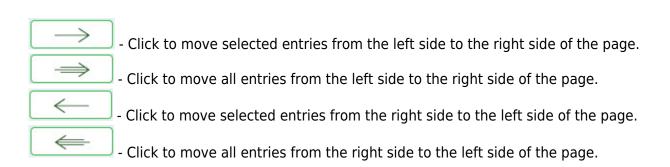
Finance > Utilities > Fiscal Year Processing > Fund Close 1XXX-4XXX

(OBSOLETE) This page is used to close balance sheet accounts (classes 1, 2, 3 and 4). If your records still show deferred checks, this procedure does not allow closing those funds. An error message is displayed to warn of this situation.

Close funds 1XXX-4XXX:

The field is set to 999999 by default, but you can type another journal voucher number. This is a required field. If a duplicate journal voucher number other than 999999 is entered, an error message is displayed.
The current system date is displayed by default, but it can be modified. If it is modified, all new transactions default to the last transaction date that was entered.

Under **Fund/Yrs Available**, select the file IDs to move to the **Fund/Yrs to Close** column using the following buttons:



Execute Click to execute the process. A message is displayed prompting you create a backup.

Click **Yes** to perform a system backup. Otherwise, click **No** to not perform a system backup. and continue the process.

The **Export File Name** field is display only.

Click **Execute** to continue the export. Otherwise, click **Cancel** to close the page without completing the task.

A message is displayed indicating that you are about to export tables and confirming that you want to continue. Click **Yes** to continue the export. Otherwise, click **No** to cancel the export.

Type a password for the exported file, and then click **OK**. The File Download page is displayed.

Click **Save** to save the file. A Save As dialog box is displayed.

In the **Save in** field, click \checkmark to navigate to the appropriate folder.

In the **File name** field, the file name is set to dbcccddd mmddyyyy fin.rsf, where cccddd is the county-district number and mmddyyyy is the current date. You can type a different name for the file.

Click **Save**. Otherwise, click **Cancel** to close the Save As dialog box without saving the file.

Process Click to continue the process and accept the changes. A message is displayed indicating that the process was completed successfully. Click **OK**.

Cancel

Click to return to the Fund Close 5XXX-8XXX page without making changes.



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