



finance

Table of Contents

Finance Actual (Midyear) 1

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TSDS > Maintenance > Mid Year > Finance Actual

Update data for the *ActualExtension* complex type as needed.

The *ActualExtension* complex represents the sum of the financial transactions to date relating to a specific account.

Modify a record:



Click **+Add** to add a blank row.

Field	Description
Fund	FUND-CODE (E0316) Code table: C145 Select the fund group and specific fund (when applicable) for actual financial data for budget and payroll. Click  to add or change the code for the field.
Func	FUNCTION-CODE (E0317) Code table: C146 Select the general operational area which groups together related activities. Click  to add or change the code for the field.
Object	OBJECT-CODE (E0318) Code table: C159 Select the account, transaction, or source of funds indicating the major account group to which a transaction is posted or to which the associated monies are related. Click  to add or change the code for the field.
Org	ORGANIZATION-CODE (E0319) Type the code used to identify the campus within the district with which the account is associated, up to three digits.
Fscl Yr	FISCAL-YEAR (E0974) Type the last digit of the current fiscal year for the fund (e.g., the fiscal year is 9 for the 2018-2019 fiscal year).
Pgm	PROGRAM-INTENT-CODE (E0320) Code table: C147 Select the code indicating the cost of instruction and other services directed toward a particular need of a specific set of students, but not the demographic makeup of the students served. Click  to add or change the code for the field.

Field	Description
Amount	BUDGET-AMOUNT (E0321) Type the dollar value associated with budget financial account information rounded to the nearest dollar. This amount comes from the general ledger.
Actual Total	The totals for all pages retrieved is displayed. The value will be automatically updated when an amount in any field is updated.

Click **Save**.

Other functions and features:

	Delete a row. Click  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. Click Save .
Retrieve	Retrieve an account. Discard unsaved changes, and retrieve information since the last time data was saved.



Back Cover