FIN How-to: Journal Status [1]
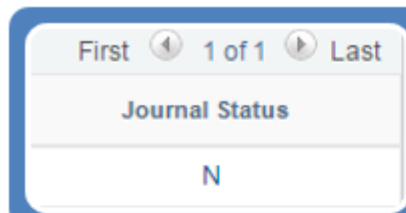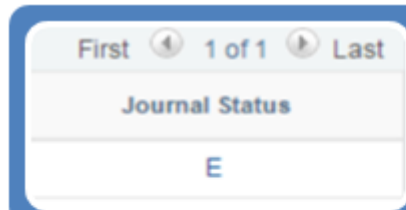
A journal must be edited, and in valid status, in order for it to be submitted. Submitting the journal triggers workflow.

First ◀ 1 of 1 ▶ Last

Journal Status

N

N = Not Edited. If your journal is not edited, you should run the Edit J if you have not already saved your journal, running the Edit Journal journal and assign it a Journal ID.)

First ◀ 1 of 1 ▶ Last

Journal Status
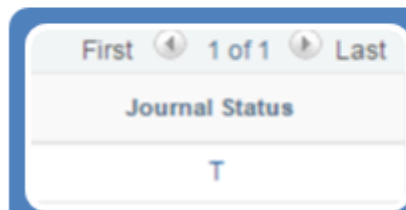
V

V= Valid. The journal is valid, and is ready to be submitted.

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Journal Status

E

E = Error. The journal has errors, such as an invalid Fund/Account c Budget-Only Account on an Actual Journal Entry, or an out-of-balan Interdepartmental Accounts, or debits/credits.

To view the errors, you can either select the "E" itself, or go to the Er

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Journal Status

T

T = Saved Incomplete Status. This means that you have started the box on the header page to "Save incomplete status". At some point, complete your journal, and run the Edit Journal process.

Have a question or feedback?

Questions & Feedback [2]

Feedback or Question *

Your Name

Your Email Address

Submit

Controller

Source URL: https://www.cu.edu/controller/fin-how-journal-status

Links
[1] https://www.cu.edu/controller/fin-how-journal-status [2] https://www.cu.edu/controller/forms/questions-feedback-0