## FIN How-to: Looking up Fund-Account Combo Errors ${ }_{\text {(1) }}$

Do you want to know if a certain account code is allowable with the fund you're using? Perhaps you got an error on a Journal Entry line or in a requisition in CU Marketplace. You can check for incompatible combinations in the Finance System.

## Watch the video

## Read the Procedures

1. Log into the Finance System.
2. Use the Search bar at the top of your homepage to look up "Fund-Acct Combo Edit".
3. From the search results page, click on the Fund-Acct Combo Edit link to open it. Note: You might want to set this as a Favorite.
4. On the Find an Existing Value tab, enter your search criteria. You can also look up an Account by entering all or part of the Account Description.
5. Click Search.
6. Select the appropriate Account value from the list of results.
7. If your search produced only one result, you'll already be on the Fund Account Combo Edit page.
8. On the results page, if a Fund Code is listed with a checkmark in the Valid box, then it's OK for you to use it with that Account.
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Have a question or feedback?

## Questions \& Feedback ${ }^{[2]}$

Feedback or Question *

## Your Name

## Your Email Address

This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.

Submit

## Groups audience:

Controller
Source URL:https://www.cu.edu/controller/fin-how-looking-fund-account-combo-errors

## Links

[1] https://www.cu.edu/controller/fin-how-looking-fund-account-combo-errors
[2] https://www.cu.edu/controller/forms/questions-feedback-0

