FIN How-to: Looking up Fund-Account Combo Errors [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

CAPTCHA

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

Submit

Controller

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