

# Appropriation Overview

## Overview


The Materiel Management/Inventory Control Point module Appropriation process provides the ability to view, create, edit, or delete a record for funding and appropriation information.

## Navigation

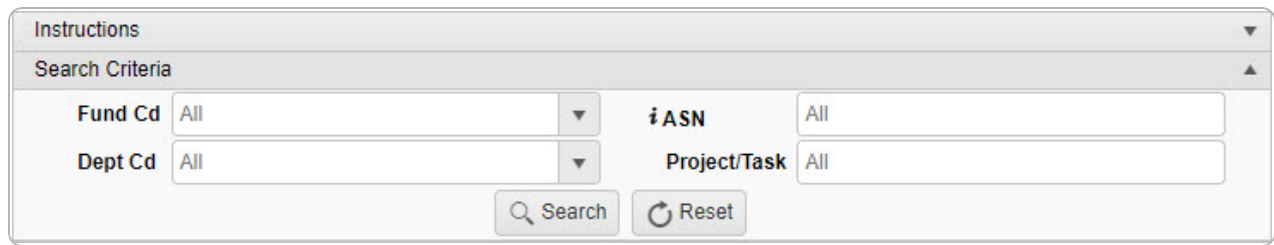
MASTER DATA MGMT > Appropriation > Appropriation page

## Procedures

### Search for an Appropriation

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting  at any point of this procedure returns all fields to the default "All" setting.

1. In the Search Criteria box, narrow the results by entering one or more of the following optional fields.



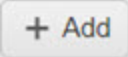
2. Select . The Search Results appear.



Fund Cd	ASN	Infr Sys Cd	Dept Cd	Program Yr	Basic Symbol	Subhead	Svcs Activity Cd	Project/Task	Cost Center	Object Class	Sub Object Class	Major Command Code And Description
68	AY	097	0143	ABC123	A1							


# Add an Appropriation

## Navigation



MASTER DATA MGMT > Appropriation >  > Add Appropriations pop-up window

## Procedures

### Add an Appropriation



Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select . The **Add Appropriations** pop-up window displays.

2. Use  to select the Intrl Sys Cd.
3. Use  to select the Major Command.
4. Enter the FUND CD in the field provided. *This is a 2 alphanumeric character field.*



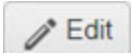
## Help Reference Guide

5. Use  to select the Dept Cd.
6. Enter the Basic Symbol, using  to assist with the entry. *This is a 4 alphanumeric character field.*
7. Enter the SVCG ACTIVITY CD in the field provided. *This is a 2-6 alphanumeric character field.*
8. Use  to select the Type Fund Cd.
9. Select . *The new Appropriations record is saved, and appears in the Appropriations grid.*



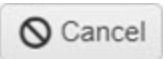
# Update an Appropriation

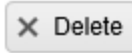
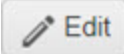
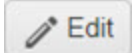
## Navigation

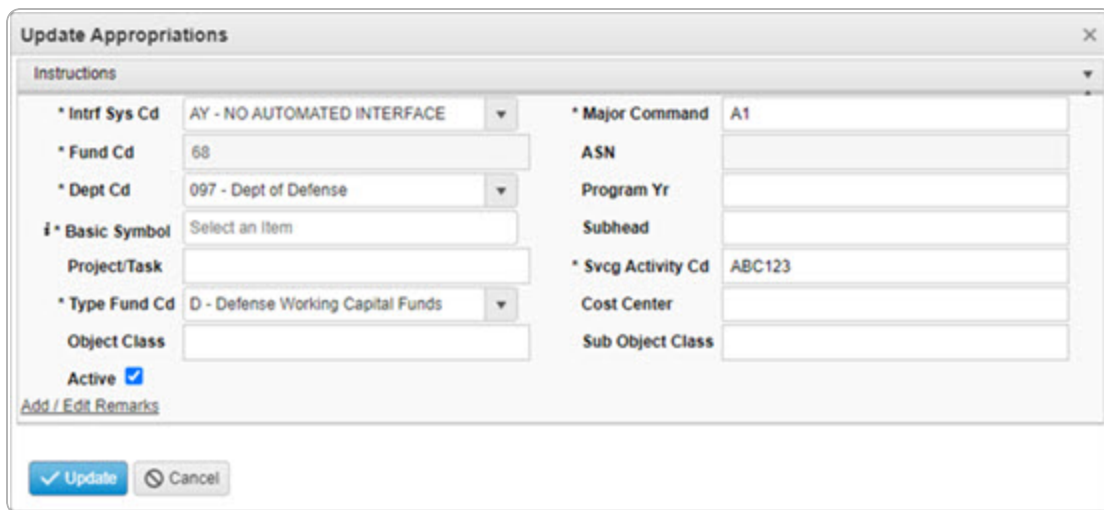
MASTER DATA MGMT > Appropriation >  (desired record) >  > Update Appropriations pop-up window

## Procedures

### Update an Appropriation

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

- Click  to select the desired entry. *The Appropriations row is highlighted, and  and  become available.*
- Select . *The **Update Appropriations** pop-up window appears.*



- Update the Intrf Sys Cd, using  to select the desired code.



## Help Reference Guide

4. Update the Major Command, using  to select the desired code.
5. Update the FUND CD, entering the revised code in the field provided. *This is a 2 alpha-numeric character field.*
6. Update the Dept Cd, using  to select the desired code.
7. Update the Basic Symbol, using  to assist with the revised entry. *This is a 4 alpha-numeric character field.*
8. Update the SVCG ACTIVITY CD, entering the revised code in the field provided. *This is a 2-6 alphanumeric character field.*
9. Update the Type Fund Cd, using  to select the desired code.
10. Select . *The revised Appropriations record is saved, and appears in the Appropriations grid.*





## Delete an Appropriation

### Navigation

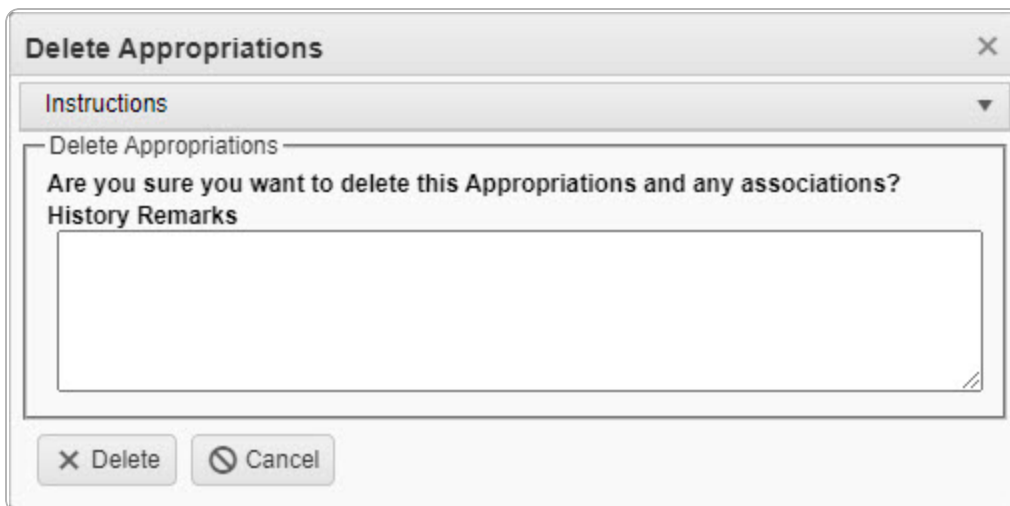
MASTER DATA MGMT > Appropriation >  (desired record) >  > Delete Appropriations pop-up window

### Procedures

#### Delete an Appropriation

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

- Click  to select the desired entry. *The Appropriations row is highlighted, and  and  become available.*
- Select . *The **Delete Appropriations** pop-up window appears.*



- Select . *The Appropriations record is removed from the Results grid.*

