



Update an Appropriation — Mass Update

Navigation

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Procedures

Update an Appropriation — Mass Update

Reset

Selecting **Reset** at any point of this procedure returns all fields to the default setting. **Bold** numbered steps are required.

1. Select Appropriation. The **Appropriation Mass Update** page appears.

Update

*Fund Cd/ASN From

*Fund Cd/ASN To

*Update Type

- A. Update the Fund Cd/ASN From, using to select the desired code.
- B. Update the Fund Cd/ASN To, using to select the desired code.
- C. Update the Update Type, using to select the desired type.

2. Select **Submit**. The **Batch Submission** page appears.

