Setting Up the Budget Detail Page

Overview

This quick reference guide describes the procedure for setting up the Budget Detail page to reorder the project budget columns to reflect those columns used in Finance 8.9, as shown opposite.

Navigation

Grants > Awards > Project Budgets

1. On the Project Budgets page, select any Project (by clicking ) and click .

2. Scroll to the right of the page and click the Customize link.

3. On the Personalize Column and Sort Order page, scroll to the bottom of the page and click the Copy Settings link.

4. On the Copy Settings page, click .

5. In the Search Results, select the only option for Setting Name, UM_GMBUD.

6. Click to return to the Personalize Column and Sort Order page.

7. Click to return to the Budget Detail page which is now customized to reflect the 8.9 column order.