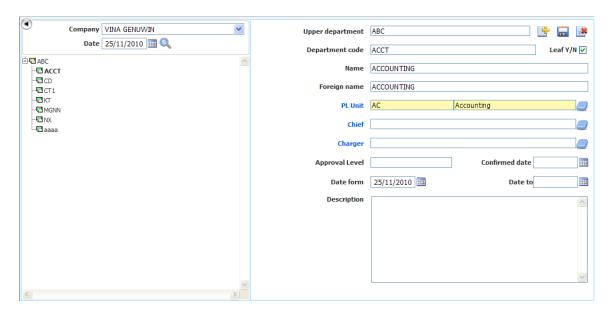
# **BUDGET DEPT ENTRY**

#### 1. Path:

F.M / Budget Management / Budget Dept Entry

## 2. Image:

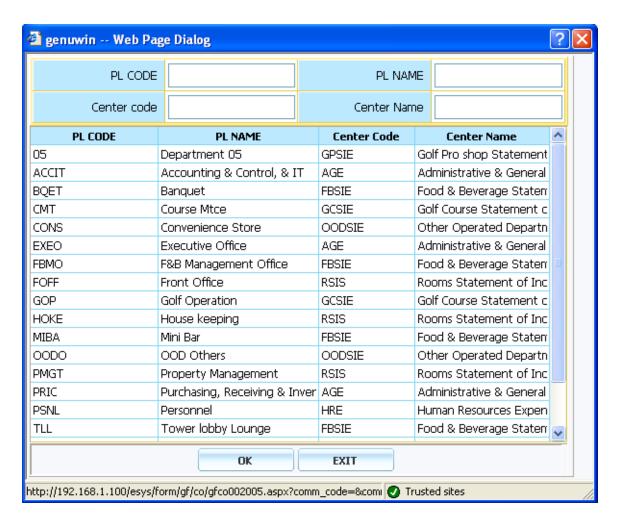


#### 3. Definition:

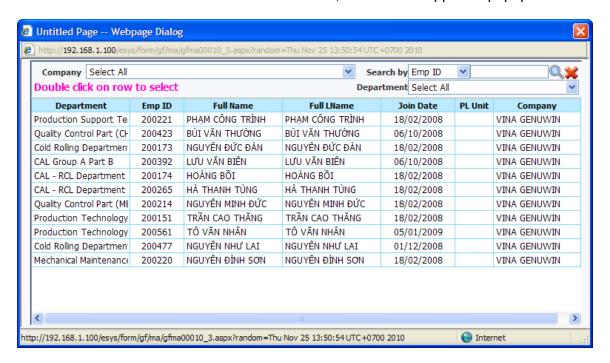
"Budget Dept Entry": form is where user can make a budget to follow income, expense of a project, PL Unit.

### 4. How to use:

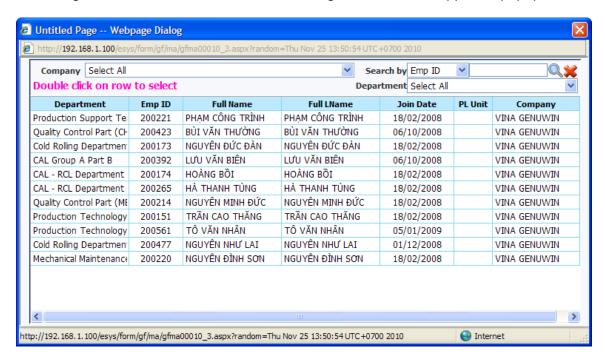
- Button : user press this button to find budget which user made follow: Date, then press button Search.
- Button :: click this button to make new budget.
- User choose Upper department by click mouse on that budget then user inputs data for new budget as:
- User inputs data in department code box, Name box, Foreign name box, Approval Level, Confirmed date, date from, date to, Description.
- Leaf Y/N: user chooses Yes(click at check box) is posting Budget, If user doesn't click here so new budget is summary.
- PL Unit: User can select PL Units of which user wants to manage budget, the form will appear a popup:



Chief: user can click here to choose Chief, the form will appear a popup



- Charger: user can click here to choose Charger, the form will appear a popup



- Button a: After user already input data so press this button to save.
- Button : press this button to delete budget which user want to delete.