



# Period 913 Journal Entry Header

This is the initial entry screen (This is the only chance to put in the correct date!)

**Create/Update Journal Entries**

[Find an Existing Value](#) | [Add a New Value](#)

Business Unit: UMN01

Journal ID: NEXT

Journal Date: 06/30/2011

[Find an Existing Value](#) | [Add a New Value](#)

When you click the 'Add' button, the following error message should appear:

Journal Date 2011-06-30 is not within the open period: fiscal year 2011 period 10 to fiscal year 2011 period 11. (5010,2)

The fiscal year and accounting period for this journal fall outside of the range of open periods for the Business Unit / Ledger Group combination. The journal can be saved but cannot be posted unless the period is opened.

Click 'OK' to clear this message.

This is what your header screen should look like for a Period 913, FY2011 journal:

Header | [Lines](#) | [Totals](#) | [Errors](#) | [Approval](#)

Unit: UMN01    Journal ID: NEXT    **Date: 06/30/2011**

Long Description: Justification: 5Ws  236 char left

\*Ledger Group: ACTUALS      Auto Generate Lines

Ledger:     **Adjusting Entry: Adjusting Entry**

\*Source: ONN     Fiscal Year: 2011

Reference Number:     **Period: 913**

SJE Type:

Journal Class: 10006     ADB Date: 06/30/2011

Transaction Code: GENERAL      Save Journal Incomplete Status

[Currency Defaults: USD / CRRNT / 1](#)     Autobalance on 0 Amount Line

[Reversal: Do Not Generate Reversal](#)    [Commitment Control](#)

  

[Header](#) | [Lines](#) | [Totals](#) | [Errors](#) | [Approval](#)

(Note: the Source could also be ONS, if the journal contains lines with sponsored funds).