Import Assumptions

The Import Assumptions is a window used to import line item details into the specified CompanyDB, BudgetID and BudgetAcctNum/s on the Accounts Detail tab of the Budgeting Dashboard, Basic Budget Entry, Custom Budget Entry, Custom Reports and Custom Reports with Line Item Details.

This utility supports both single line entry per account, or multi-line entry.

Standard functionalities available are Row Lock, Lookup, Autofit Columns, Row to Row Calculations, Expand/Reduce Column Width, Exclude Row Function, Simple Spread Method, Apply Number Formatting and Expanded Spread Method.

The Lookup function (clicking on the magnifying glass) gives access to numerous data sets. For example see How Do I Add Assets and Related Projections from Great Plains Accounting Software?

In order for the Cell Math Functions to be available, the Defer period calculations box at the bottom left of the screen needs to be unchecked.

☑ Apply Number Formatting ☐ Defer period calculations

*Note about Spread Methods:
The amounts and prorated amounts will not preview in the grid, (even if you click Calculate now). Though the amounts will not preview on screen, the amounts will properly record according to the respective spread schedules when they are processed for each account.

Data can be copied from Excel and pasted into this window.

Start by specifying the target CompanyDB and BudgetID into which you wish to import budget assumptions.
The BudgetAcctNum, and Assumption fields are required.

The screen starts with 100 rows in the data entry grid.
If you intend to import more than 100 rows, please check the count of rows in excel first, and then manually add the necessary rows to the grid.

To add rows:
1. In the white number box, type in the number of rows you wish to add
2. Click on the " + Insert Rows" button.

If you are not using spreads, feel free to click the Show/Hide spread columns to hide the columns.

Import Budget Assumptions

Destination: Budget

CompanyDB TWO ⌄   BudgetID FY17 ⌄

Source: Assumptions to be copied to budget accounts

← Show / Hide Spread Columns   ▦ Autofit Columns   ▦ Calculate Now   ✚ Insert Rows   500   💾 Save Assumptions

RowID	Locked	*BudgetAcctNum	*Assumption	Lookup	fx1	Exclude	Jan	Feb	Mar
1	Show / Hide Spread Columns			🔍	▾	☐			
2	☐			🔍	▾	☐			
3	☐			🔍	▾	☐			
4	☐			🔍	▾	☐			
5	☐			🔍	▾	☐			
6	☐			🔍	▾	☐			

Once finished click Save Assumptions to complete the import.
The import process verifies that each account specified exists as it imports.
This can be slow when working with thousands of records.
This account verification ensures data integrity and prevents later reconciliation problems.

If the system detects an invalid account number it will process all the good records, and then report the problem records in a pop-up error log, and the system will retain the invalid records on screen for your convenience and later attempts to re-import.

Import Budget Assumptions

Destination: Budget

CompanyDB: TWO   BudgetID: FY17

Source: Assumptions to be copied to budget accounts

Show / Hide Spread Columns   Autofit Columns   Calculate Now   Insert Rows 500   Save Assumptions

RowID	Locked	*BudgetAcctNum	*Assumption	Lookup	fx1	Exclude	P00	P01	P02	P03
1	☐	100-51999-00	this is a typo	🔍	▼	☐		500	500	500
2	☐			🔍	▼	☐				
3	☐									
4	☐									
5	☐									
6	☐									
7	☐									
8	☐									
9	☐									
10	☐									

Message

⚠ Bulk assumption entry completed; please check the log if all
assumptions were added successfully
Successful Imports:0 Failed Imports:1

OK

Log

1 - error - Account Number does not exist in budget - 100-51999-00

The following "Right-Click" menu is available:

Copy..	Ctrl+C
Copy (include headers)..	Ctrl+K
Paste..	Ctrl+V
AutoStyle Columns	
Delete..	Shift+Del
Insert 1 above..	Ctrl+I
Insert 1 below..	Ctrl+Shift+I
Insert 5 above..	Ctrl+NumPad5
Insert 5 below..	Ctrl+Shift+NumPad5
Find and Replace BudgetAcctNum	
Select all BudgetAcctNum	Ctrl+B

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