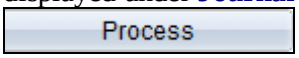
Resolving Journal Edit Errors

Step	Action
1.	After running the **Edit Journal** process, if the **Journal Status** is "E", you have errors involving the Combo Edit Rules. You should be aware of the following rules: **Combo Edit Rules Made Easy:** Combination Edit rules (Combo Edit rules or Edit Journal rules) are set up to allow only certain chartfields to be used together. If the combination is outside the range of possibilities, the journal will fail the Edit Journal process. 1. Account 1280 requires the use of a 5 digit sub-class code. 2. Orgs beginning with a 5, for example **5**43215, requires the use of a 7 digit Project. 3. Orgs beginning with a 4, for example **4**32154, requires the use of a Fund Code 12 or 20. (You can find a list of those orgs which require a 12 by visiting http://smu.edu/controller/dept_fss/ - Under "Search" click on the "Designated Fund 12 Orgs" link.) 4. Orgs beginning with a 2, for example **2**15432, usually calls for a Fund Code of 10. More detailed information may be obtained by contacting the Controller's Office.
2.	Click the **E** link to retrieve more information about the error.
3.	You are now on the Errors Tab. Review the **Line #** and **Message Text** field. The message text field indicates that there is a Combination Rule has been violated. (Part of the account, fund, or org.) Click the appropriate **Line #** link.
4.	Resolve the error by typing the correct account-fund-org combination.
5.	Run the Edit Journal by clicking the **Process** button. Correct any remaining errors. Continue running the Edit Journal process until the **Status** is **Valid.** A **'V'** will be displayed under **Journal Status** in the lower part of the page. 
6.	Your journal is saved with the corrected data. Click the **OK** button.
7.	The **Journal Status** now indicates **'V'** for valid. All journal errors have been resolved.
8.	**End of Procedure.**