



Spreadsheet Budgeting Using Banner 7

Job Aid: **Sorting and Categorizing Operating Ledger Data**

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Sort

Data are sorted in the following order:

- Fiscal Year
- Fund
- Organization
- Account

Downloaded Operating Ledger Data Categories

Downloaded Banner Column
COA Code
COA Description
Fiscal Year
Commitment Type
Fund Code
Fund Description
Organization Code
Organization Description
Account Code
Account Description
Program Code
Program Description
Activity Code
Activity Description
Location Code
Location Description
Adopted Budget Amount for Period "x"