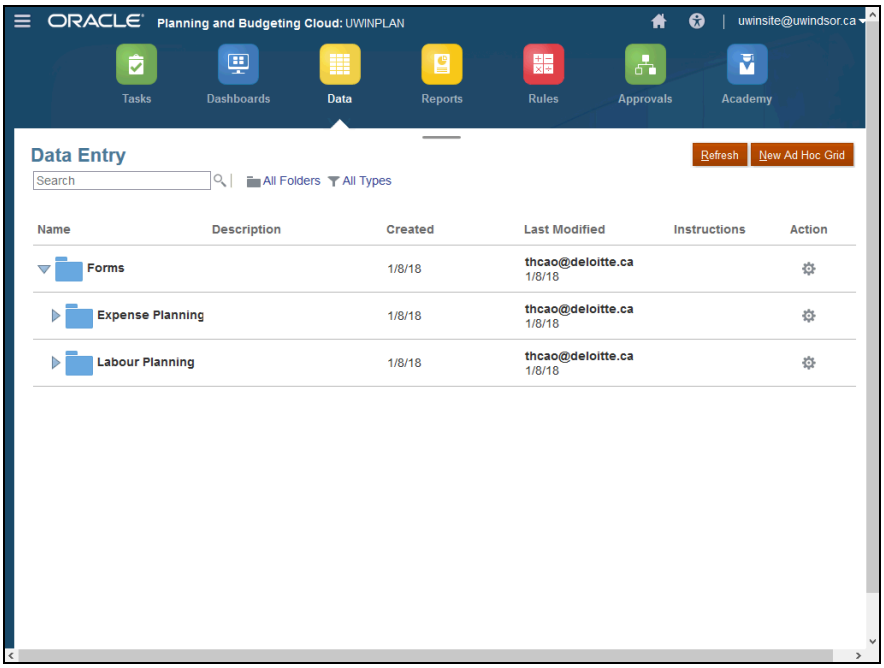
OPEX Budget Planning 05:
Check income statement variance and aggregate totals

Created on 2/28/2018

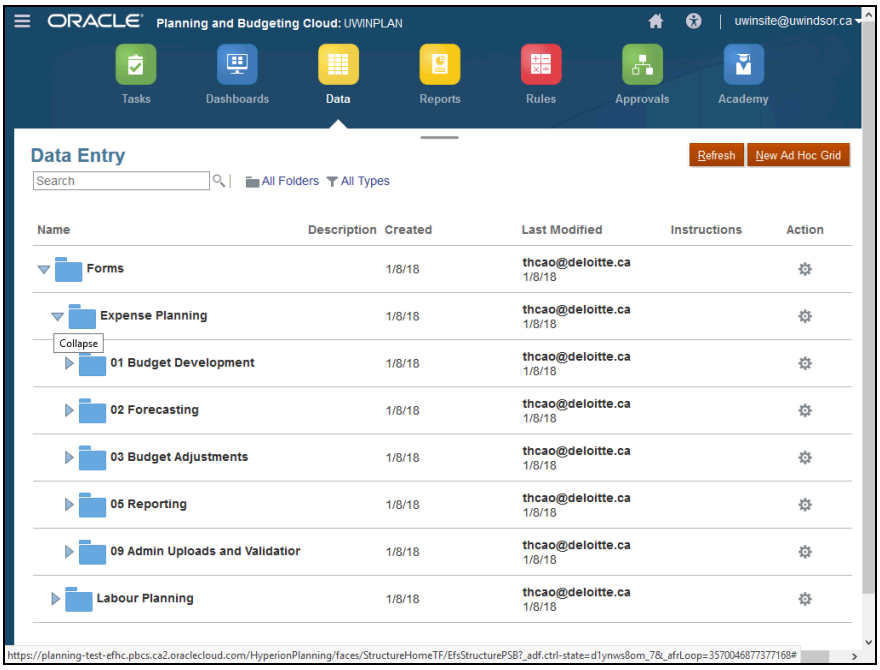
OPEX Budget Planning 05: Check income statement variance and aggregate totals

Procedure

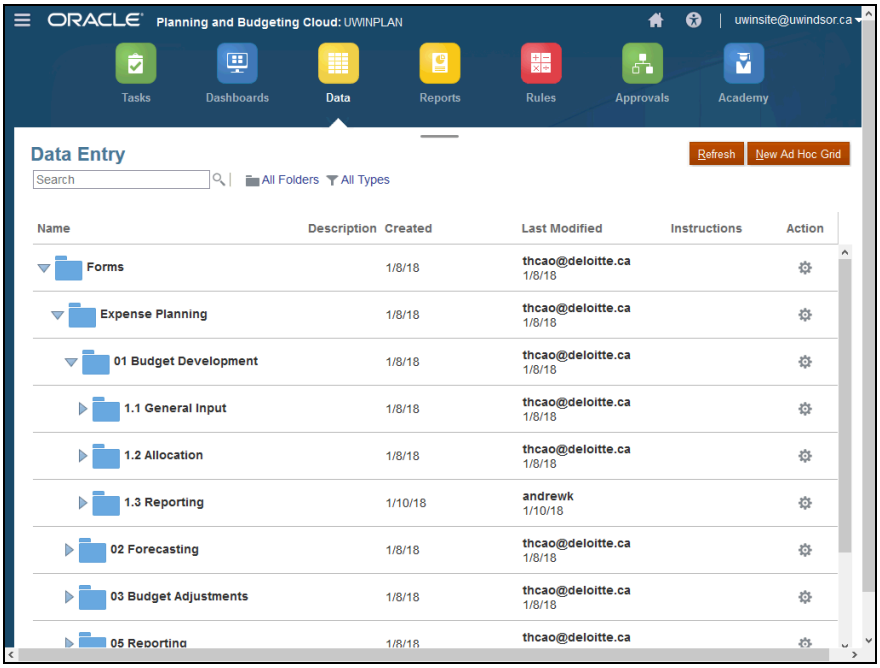
This User Guide outlines the steps required to check income statement variance and aggregate totals.



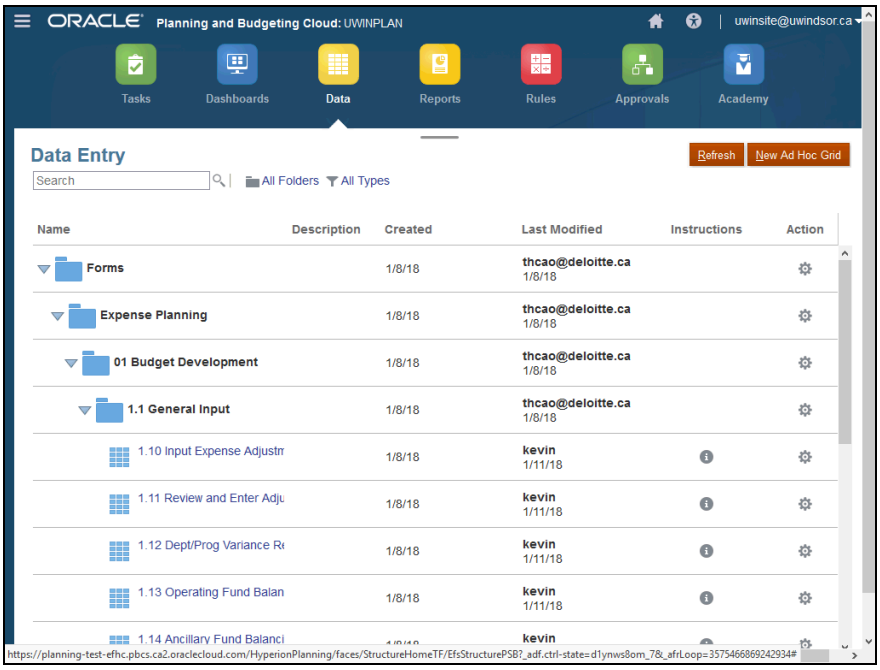
Step	Action
1.	Click the **Expense Planning Expand** link. 



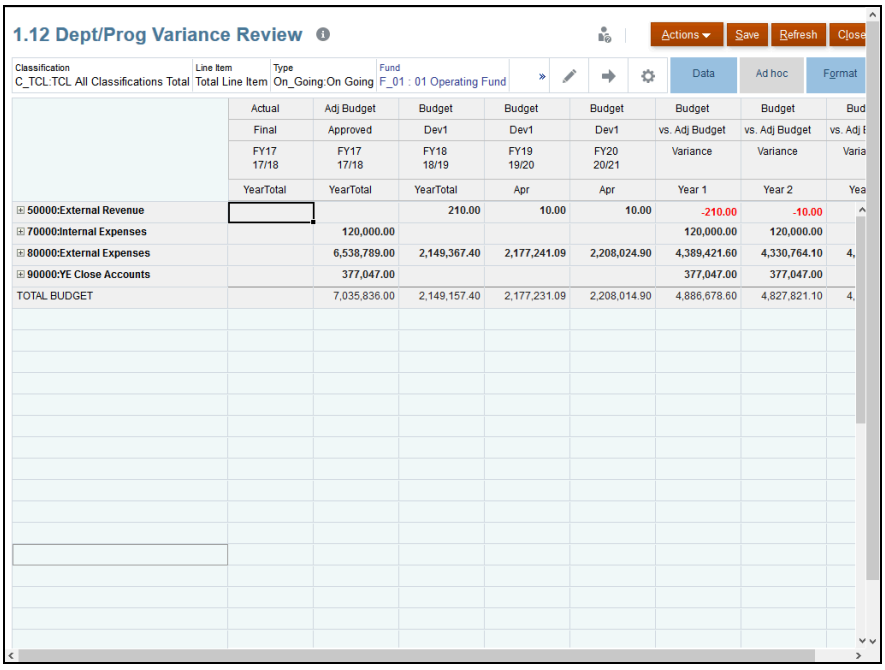
Step	Action
2.	Click the **01 Budget Development Expand** link.



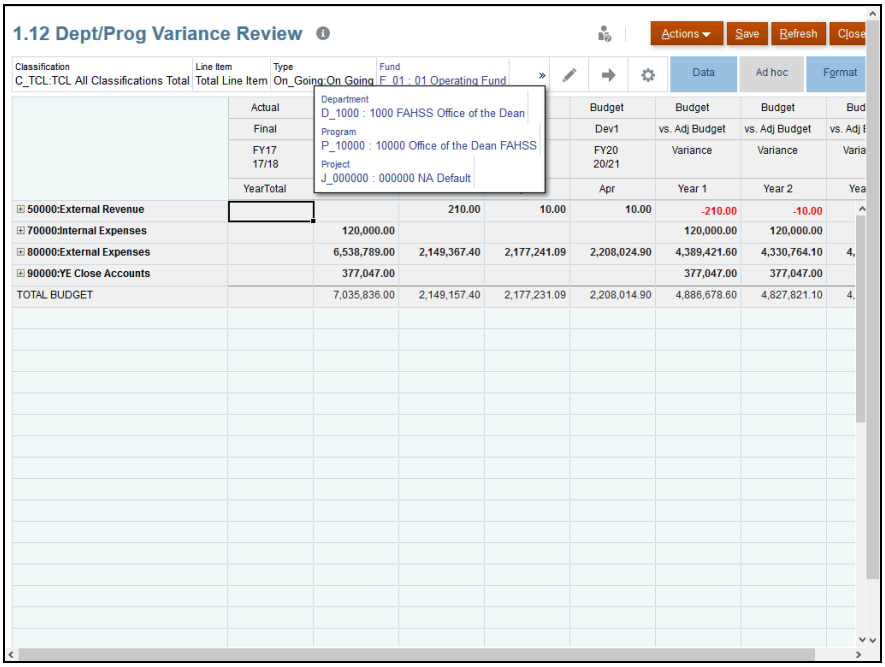
Step	Action
3.	Click the **1.1.General Input Expand** link.



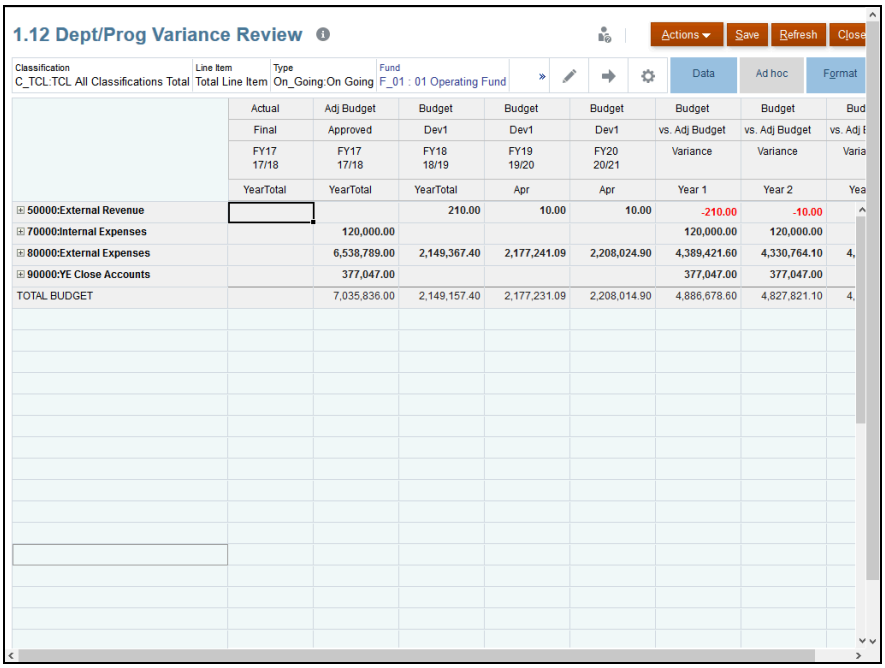
Step	Action
4.	Click the **1.12 Dept/Prog Variance Review** link. *This selection is now called "**Review variance in Dept/Prog/Proj".*** 1.12 Dept/Prog Variance Re



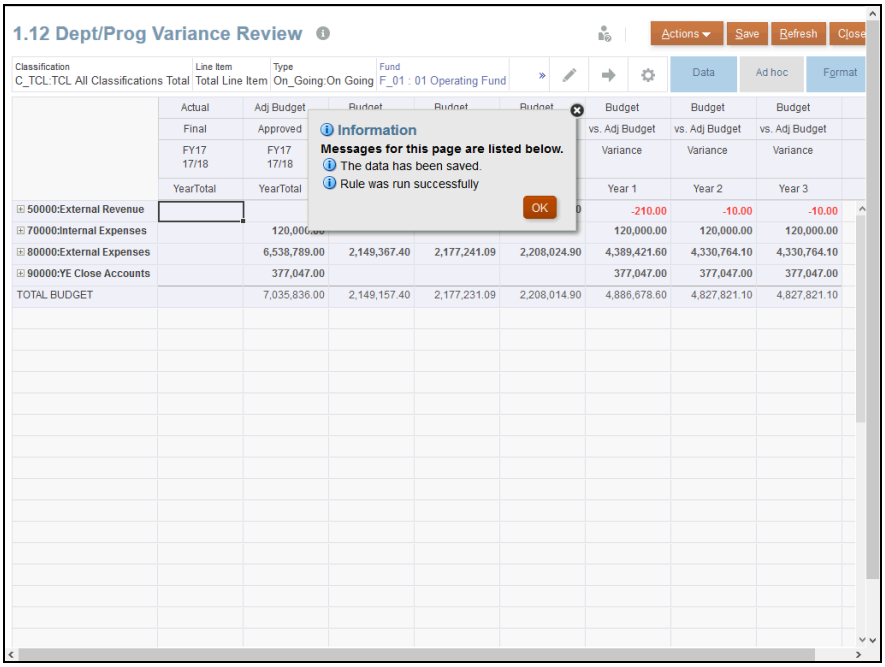
Step	Action
5.	Click the **POV Expand** button. »



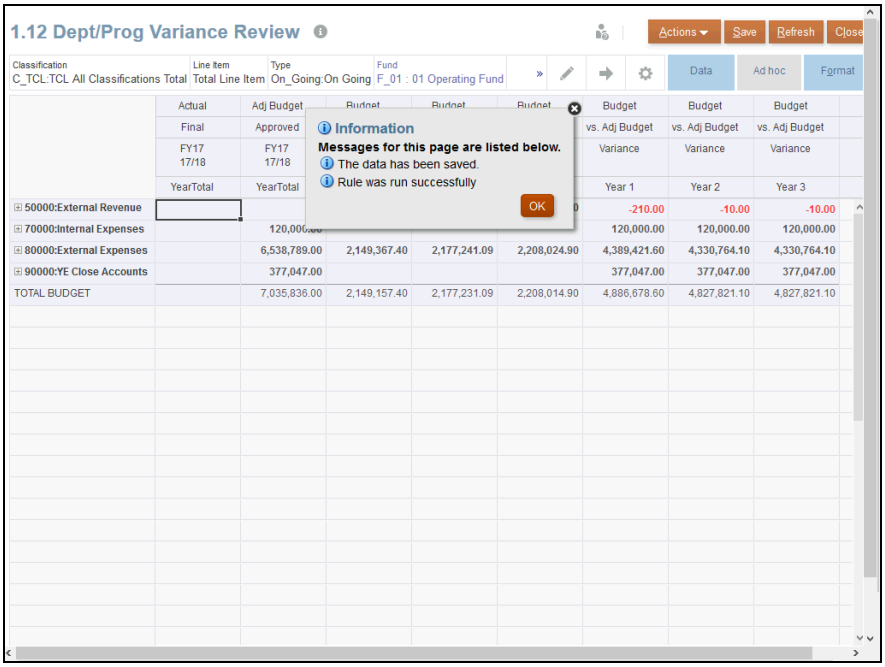
Step	Action
6.	Validate / Modify the account details as required.



Step	Action
7.	Click the **Save** button to aggregate up the department tree so consolidated data is available at the faculty level. Save



Step	Action
8.	Click the **OK** button. 



Step	Action
9.	**End of Procedure.**