Deltek Costpoint®

Version 711 Preprocessor

February 10, 2017

IMPORT MULTI-JOB ALLOCATION PERCENTAGE BASIS

Table of Contents

IMPORT MULTI-JOB ALLOCATION PERCENTAGE BASIS

Use this screen to upload base information when the multi-job **Allocation Method** is **Percentage**, as selected on the Manage Multi-Job Allocation Information screen. Alternatively, you can manually enter this information on the Percentage Base subtask of the Manage Multi-Job Allocation Information screen. The base information details the allocation percentage and the charge point that receive the allocation.

There are two ways to work with input files in Costpoint:

- You can access the input file from the network by using Alternate File Locations.

- You can upload the input file to the Costpoint database; in which case, no further access to network folders is necessary.

If you decide to use the first option, click 🔍 in the **File Location** field to select an alternate file location. If you choose the second option, leave the **File Location** field blank and use the File Upload Manager to upload the input file to the Costpoint database.

Use this screen before creating a multi-job allocation journal entry.

The fields in your input file must be set up in the following order:

1. ALLOC_CD
2. PROJ_ID
3. ACCT_ID
4. ORG_ID
5. APPLY_RES_FL
6. UNITS_AMT
7. DOL_LIMIT_AMT

Location

- Projects
- Cost and Revenue Processing
- Multi-Job Processing

Identification

Use the fields in this block to create a new parameter ID or to retrieve a previously saved parameter ID. A parameter ID represents a set of screen selection parameters. After you have saved a parameter ID and its related parameters, you can retrieve them using **Query**.

You can use the retrieved parameters to produce reports and run processes more efficiently and with greater consistency. The saved parameters are also useful and necessary when you want to run the process as part of a batch job. Many users save a unique set of parameters for each different way they run a report or process. When you select a previously saved parameter ID or parameter description, the associated saved screen selection parameters automatically display as selection defaults. The page setup and print options are also included in the saved parameter ID if there are any. You can change any of the associated selection defaults as necessary.

Parameter ID

Enter, or click Query to select, a parameter ID of up to 15 alphanumeric characters. Choose characters for your parameter ID that help identify the type of selections you made in the screen, such as PERIOD or QUARTERLY.

When you save your record, all the selections made in the screen are stored with the parameter ID. Later, you can retrieve the parameter using Query.

You can use the parameter to run the process more efficiently because you can select the parameter ID with its previously defined screen selections. After the default selections display in the screen, you can override the defaults.

Description

Enter, or click Query to select, a parameter description of up to 30 alphanumeric characters.

Options

Input File Information

Use this group box to identify the location and file name for the data that you would like to upload.

File Location

Enter the location of the input file you are importing. There are two ways to do this:

- In the **File Location** field, enter, or click ⌕ to select, the alternate file location where the input file is located. Alternate file locations are set up on the Manage Alternate File Locations screen.

  or

- From the Global Menu, click **Process » File Upload**. On the File Upload Manager dialog box, click **Browse** and use the dialog box to select the file you want to import. If you select the **Overwrite?** check box, Costpoint will overwrite any file of the same name that already exists in the Costpoint database. Click **Upload** when you are finished. If you use this method, leave the **File Location** field blank. For more information about the File Upload Manager, see the File Upload Manager topic in the Getting Started Guide.

Input File

Enter, or click ⌕ to select, the name of the file to be processed.

Format

Select the file type that has been retrieved. Valid options are:

- Comma-Separated Values
- Fixed-Length format

Import

Click 🔧 to retrieve the file with the allocation data.

Errors that occur during the upload process are inserted into the Z_PJPMJAS_ERROR table. If the upload process fails, you can look at this table to find out what must be corrected.

Input File Layout

> Table Information

Changes to this screen update the PROJ_ALLOC_PCTBASE table.

INPUT FILE LAYOUT

Below is the input file layout for the Import Multi-Job Allocation Percentage Basis screen.

Multi-Job Allocation Percentage Basis Input File (PROJ_ALLOC_PCTBASE)

Column No	Column Name	Costpoint Field Name	Data Type	Data Length	"R" (Required) / "O" (Optional) / "D" (Derived)	Contents
1	ALLOC_CD	Allocation Code	Character	6	R	
2	PROJ_ID	Project	Character	30	O	
3	ACCT_ID	Account ID	Character	15	R	
4	ORG_ID	Organization	Character	20	R	
5	APPLY_RES_FL	Apply Residual Flag (Y/N)	Character	1	R	Y, N
6	UNITS_AMT	Units	Decimal	14,4	R	
7	DOL_LIMIT_AMT	Dollar Limit Amount	Decimal	14,2	R	