




Deltek

# Deltek Costpoint®

## 8.2

Import CSSR Budgets  
Preprocessor

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## Import CSSR Budgets

Use this screen to upload budgets for use on the C/SSR report. To ensure correct budget figures, use this screen before creating the C/SSR tables.

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.

**Note:** 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.

**Note:** The input file layout may contain fields that are available only in Costpoint Advanced. These fields are excluded from the import process and may be left blank or null when you create the input file.

### Display the Import CSSR Budgets Screen

You access the Import CSSR Budgets screen from the Projects domain.

Click **Projects » Budgeting and ETC » Cost Schedule Status Report » Import CSSR Budgets**.


### Contents of the Import CSSR Budgets Screen


Use the fields and options to configure the Import CSSR Budgets screen.

#### 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, if there are any, are also included in the saved parameter ID. You can change any of the associated selection defaults as necessary.

| Field        | Description   |
|--------------|---|
| Parameter ID | Enter, or click  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 on the screen, such as PERIOD or QUARTERLY. |

| Field              | Description  |
|--------------------|--|
|                    | <p>When you save your record, all the selections made on the screen are stored with the parameter ID. Later, you can retrieve the parameter using <b>Query</b>.</p> <p>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 on the screen, you can override the defaults.</p> |
| <b>Description</b> | Enter, or click  to select, a parameter description of up to 30 alphanumeric characters.  |

### Options

Use this group box to select the file that you want to upload. The file must be in fixed-length format and carry a ".dat" suffix. After successfully completing the upload, you can review or modify this file on the Manage CSSR Budgets screen.

| Field                | Description  |
|----------------------|--|
| <b>File Location</b> | <p>Enter the location of the input file you are importing. There are two ways to do this:</p> <ul style="list-style-type: none"> <li>In the <b>File Location</b> 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.</li> <li>or</li> <li>From the Global Menu, click <b>Process » File Upload</b>. On the File Upload Manager dialog box, click <b>Browse</b> and use the dialog box to select the file you want to import. If you select the <b>Overwrite?</b> check box, Costpoint will overwrite any file of the same name that already exists in the Costpoint database. Click <b>Upload</b> when you are finished. If you use this method, leave the <b>File Location</b> field blank.</li> </ul> <div style="border: 1px solid blue; padding: 5px; margin-top: 10px;"> <p><b>Attention:</b> For more information about the File Upload Manager, see the File Upload Manager topic in the Getting Started Guide.</p> </div> |
| <b>File Name</b>     | Enter, or click  to select, the name of the file you want to import.  |
| <b>Process</b>       | Click  to start the upload process. If errors in the upload file are found, the process produces an error report upon completion and creates a file with a suffix of ".err" in the same directory from which the budget file was uploaded. Uploads that execute without error do not produce a report. Rows with no errors successfully upload; therefore, a file is not entirely rejected because of one row.  |

## Table Information for the Import CSSR Budgets Screen

Changes to the Import CSSR Budgets screen update the PROJ\_CSSR\_BUD table.

## Import CSSR Budgets Input File Layout

Below is the input file layout for the Import CSSR Budgets screen.

Numbers should be right-justified, alphas (like PROJ\_ID and FY\_CD) should be left-justified, and any remaining unfilled positions must contain spaces.

**Note:** The input file layout may contain fields that are available only in Costpoint Advanced. These fields are excluded from the import process and may be left blank or null when you create the input file.

### CSSR Budgets Input File (PROJ\_CSSR\_BUD)

| Column No | Column Name       | Costpoint Field Name           | Data Type | Data Length | "R" (Required) / "O" (Optional) / "D" (Derived) | Position |
|-----------|-------------------|--------------------------------|-----------|-------------|---|----------|
| 1         | PROJ_ID           | Project                        | Character | 30          | R   | 1-30     |
| 2         | FY_CD             | Fiscal Year                    | Character | 6           | R   | 31-36    |
| 3         | PD_NO             | Period Number                  | Number    | 2           | R   | 37-38    |
| 4         | SUB_PD_NO         | Subperiod Number               | Number    | 2           | R   | 39-40    |
| 5         | SCHEDULED_AMT     | Scheduled Amount               | Decimal   | 14          | R   | 41-54    |
| 6         | PERFORMED_AMT     | Performed Amount               | Decimal   | 14          | R   | 55-68    |
| 7         | SCHEDULED_COM_AMT | Scheduled Cost Of Money Amount | Decimal   | 14          | O   | 69-82    |
| 8         | PERFORMED_COM_AMT | Performed Cost Of Money Amount | Decimal   | 14          | O   | 83-96    |
| 9         | SCHEDULED_GA_AMT  | Scheduled G&A Amount           | Decimal   | 14          | O   | 97-110   |
| 10        | PERFORMED_GA_AMT  | Performed G&A Amount           | Decimal   | 14          | O   | 111-124  |

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