Sonoma County Office of Education

Escape - Budget Development Workshop for 2023/2024

This session is for Escape Finance Users for Budget Development for the next fiscal year.

Users will learn to create Budget Models for 2023/2024 Adopted Budget.

The workshop will provide a checklist for Budget Development:

- Create Original Budget Models
- Review Contributions
- Load Salary Records from HR
- Load Vacancies
- Importing from Excel
- Modifying Budget Items

Budget Reports:

- Budget05 - Budget Salary Projections by Account
- Budget06 - Budget Salary Projections by Employee
- Budget102 - Budget History with 3 years
- Pos02 - Staffing Report by Account
- Pos03 - Position Assignments - date Range

This class is for Sonoma County employees only.

When	Thursday March 30, 2023 9:00 am - 12:00 pm
Location	Hybrid - Redwood C and Zoom Link Documentation will be sent to participants prior to date
Presenter	SCOE IT Business Systems Support Analysts
Cost	Free
Audience	Escape Finance Users in Position Control and Budget Development
Registration	http://scoe.org/pub/htdocs/class.html?class_id=10336 Tracy Lehmann, (707) 524-8410, tlehmann@scoe.org
Questions	Tracy Lehmann, (707) 524-8410, tlehmann@scoe.org