GL.030.006 - RUNNING BUILD COMBINATION DATA PROCESS

Purpose	• To identify the purpose of the Build Combination Data Process. • To identify when the Build Combination Data Process runs. • To run the Build Combination Data Process.
Description	The Build Combination Data Process populates the COMBO_DATA_TBL with all possible values based on existing Combo Edit Rules. Users can either wait for this process to run each night after 6 p.m. or users can run this process manually. For changes to take effect immediately, users can run this process after adding or inactivating ChartField values related to existing Combo Edit Rules for all applicable Ledger groups. Any ChartField changes made only apply for those Combo Edit Rules attached to each Ledger if this process runs for that Ledger Group. Currently, each Ledger Group contains only one Ledger. Therefore, it is recommended that users run this process for the Actuals, Capital and GAAP Ledger Groups.
Security Role	BOR_GL_CHARTFIELDS
Dependencies/ Constraints	• Combo Edit Rules were created. • ChartField values were added and/or inactivated.
Additional Information	None

Procedure

Below are step by step instructions on how to run the Build Combination Data Process.

Step	Action
1.	Click the **NavBar** icon.
2.	Click the **Navigator** icon.
3.	Click the **Set Up Financials/Supply Chain** link.
4.	Click the **Common Definitions** link.
5.	Click the **Design ChartFields** link.
6.	Click the **Combination Editing** link.
7.	Click the **Build Combination Data** link.
8.	Click the **Add a New Value** tab.
9.	Enter a Run Control ID in the **Run Control ID** field.
10.	Click the **Add** button.
11.	Click the **Process Frequency** drop down menu.
12.	Click the **Always** list item.
13.	Enter a Ledger Group in the **Ledger Group** field.
14.	Click the **Build Option** drop down menu.
15.	Click the **Build Data Table** list item.
16.	Click the **Update** button.
17.	Click the horizontal scrollbar.
18.	Click the **Use Active Values Only** checkbox.
19.	Click the **Use Wildcard in Combination** checkbox.
20.	Click the **Run** button. ***Note:*** *The Run Control criteria is saved for future use.*
21.	Click the **Server Name** dropdown button to activate the menu.
22.	Click the **Select** checkbox.
23.	Click the **OK** button.
24.	Click the **Process Monitor** link. The system navigates to the Process Monitor page and defaults to the Process List tab.
25.	Click the **Refresh** button until the Run Status is Success.