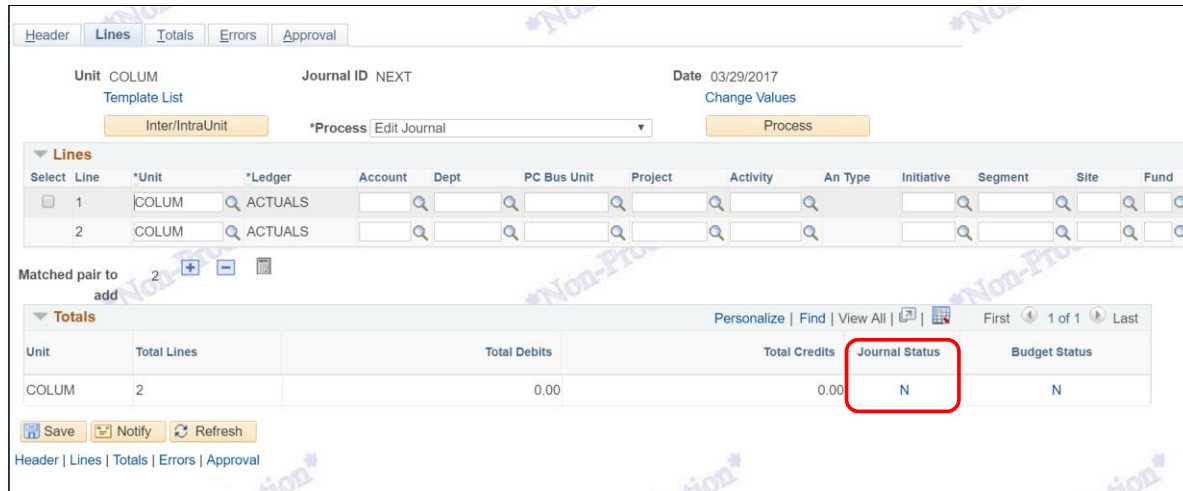


Journal processing involves edit checking, budget checking, routing a journal for approval, and posting a journal to the General Ledger. These processing options are within the **Process** menu towards the top of the journal lines page.

After running a process the Journal Status and the Budget Status will change. The table below shows the translate long name for each Journal Status letter (N, E, P etc).



Journal Status	Description	Short Description
I	Posting Incomplete	Post Incom
N	No Status – Needs to be Edited	Edit Req'd
Z	Upgrade Journal – Can't Unpost	Cant Unpst
D	Deleted	Deleted
E	Journal Has Errors	Errors
U	Unposted	Unposted
T	Journal Entry Incomplete	Incomplete
M	Valid SJE Model – Do Not Post	SJE Model
P	Posted to Ledger(s)	Posted
V	Valid Journal – Edits Complete	Valid

Getting Help

Please contact the Finance Service Center

<http://finance.columbia.edu/content/finance-service-center>

You can log an incident or request a service via Service Now

<https://columbia.service-now.com>