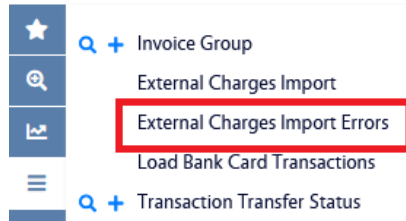


## External Charges Import Errors

An External Charge is a generic way to create a charge on a Work Order Phase. Each line of the import file is checked and each error on that line is recorded in the import error log. Any issues must be corrected in the import file before that line will be accepted.

1. From the menu, under **Finance**, select **External Charge Import Errors**



2. Click the External Charges Import Errors hyperlink.

AiM External Charges Import Errors

Execute Basic Search Reset

Action	Display Order	Sort	Operator	
New Query	<input type="checkbox"/> Date	-	=	<input type="text"/>
View	<input type="checkbox"/> Transaction	-	=	<input type="text"/>
	<input type="checkbox"/> Work Order	-	=	<input type="text"/>
	<input type="checkbox"/> Phase	-	=	<input type="text"/>
	<input type="checkbox"/> Total Cost	-	=	<input type="text"/>
	<input type="checkbox"/> Reason	-	=	<input type="text"/>
	<input type="checkbox"/> Editor	-	=	<input type="text"/>
	<input type="checkbox"/> Edit Date	-	=	<input type="text"/>

3. Enter the criteria needed to find the Purchase Order Invoice and click

Execute

AiM External Charges Import Errors

Search

Action	Date #	Work Order	Phase	Total Cost	Editor	Reason
Export	May 2, 2022	<a href="#">W0001101</a>	001	2,500	0B+50688DAF8ADE2E05302E68F0A2FBE	Error Code: 5003 No shop offset account for [W0001101] - [001]
View	May 2, 2022	<a href="#">W0001101</a>	001	2,500	0B+50688DAF8ADE2E05302E68F0A2FBE	Error Code: 5003 No shop offset account for [W0001101] - [001]
	May 9, 2022	<a href="#">W0001133</a>	001	25,300	0B+50688DAF8ADE2E05302E68F0A2FBE	Error Code: 5058 No markup account defined for [Markup for Work Order: W0001133 Phase: 001]
	May 27, 2022	<a href="#">W0001179</a>	001	10,000	0B+50692CD2DADE2E05302E68F0A2FBE	Field [Subcode] contains an invalid value [57201] on record [Account [101127] Subcode [57201]]
	May 27, 2022	<a href="#">W0001179</a>	001	10,000	0B+50692CD2DADE2E05302E68F0A2FBE	Error Code: 1006 Validation error
	May 27, 2022	<a href="#">W0001133</a>	001	25,300	0B+50692CD2DADE2E05302E68F0A2FBE	Error Code: 5058 No markup account defined for [Markup for Work Order: W0001133 Phase: 001]
	Jul 1, 2022	<a href="#">20171001</a>	001	111.11	IAM-7B3DFFE4A6BD81C78BD61EEB82C	Field [Work Order] contains an invalid value [20171001] on record [Transaction [1013]]
	Jul 1, 2022	<a href="#">20171001</a>	001	111.11	IAM-7B3DFFE4A6BD81C78BD61EEB82C	Field [Phase] contains an invalid value [001] on record [Transaction [1013]]

4. For each error there will be a **Reason** explaining why that record was rejected.

Date	Work Order	Phase	Transaction	Editor	Reason
Oct 17, 2022	<a href="#">W2000034</a>	001	<a href="#">1012</a>	MCDONNE	Error Code: 6640 No valid distribution found for [Actual for Work Order - W2000034 Phase - 001]

5. You will need to correct that issue and re-import that line.