Organization Lock—Quick Reference

Features

- Use to query or change lock status.
- Query results only show those organizations that you can update.
- You cannot lock or unlock your own organization.
- Drill down through an organization to view and update lock status for an individual organization.

Recommended Parameters

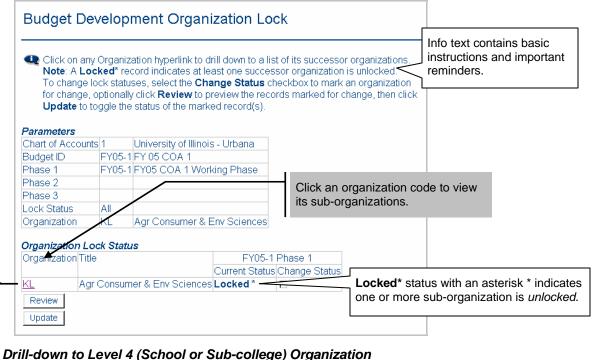
Chart, Budget, and Phase 1 are required. Phase 2 and Phase 3 are not used at the University of Illinois.

Other Criteria

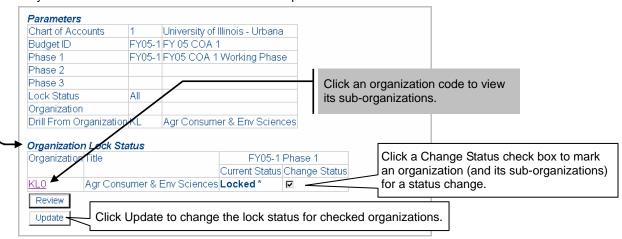
- Current Status: All
- Organization: Enter a roll-up or data entry code, or leave blank to view all the organizations you can lock and unlock

Snapshot

Level 3 (College) Organization Query Results



Only the Parameters and Results are shown in this picture.



Drill-down to Level 5 (Department) Organizations after a Lock Status Change

Only the Parameters and Results are shown in this picture.

