

Project Budget Plan

Report Module Guide: Project Budget Report (RAB Report)

Module Location

Project > Reports > Project Budget Plan

Module Objective

The **Project Budget Report** module is used to display a list of all **Project Budget (RAB)** documents that have been created for each project. This module acts as a report center for viewing and re-accessing the details of approved budgets.

1. Main View (Project Budget List)

The main page of this module is a list of all RAB documents in the system.

View and Usage Explanation

- **View:** This page displays a list of all RAB documents, which can be searched by **Project Code**.
- **How to Use:**
 1. Use the **Project Code** filter to search for the RAB of a specific project.
 2. Click the [**Search**] button.

3. After the list appears, click on the relevant row to open and view the details of that project's budget.

Tips & Important Notes

- This report is a recapitulation of the data created in the **Project Budget (RAB)** module.
- Use this module as a quick access point to review the approved budget for each project.
- This is an important reference report for **Project Managers and Project Controllers**.

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