

We are currently updating our site; thank you for your patience.

## BPO2

### 'PLEASE NOTE THAT THE CURRENT DATE IS NOT WITHIN AN OPEN FINANCIAL PERIOD.'

When trying to open a [Maintain screen](#), to **add** or **edit** data the following error message may pop up:

#### Input Processing



Please note that the current date is not within an open financial period.

The screenshot shows a software application window titled "BPO: Version 2.5.0.4 - Example Company v2.5.0.0". The main window displays a table of data with columns: DocNo, SourceType, State, ProjectRef, ProjectDesc, CallReference, CallDesc, CustomerCode, CustomerName, DeptCode, DeptName, Reference, and ReferenceDesc. A modal dialog box titled "Input Processing" is overlaid on the table, containing a warning icon and the text: "Please note that the current date is not within an open financial period." with an "OK" button.

DocNo	SourceType	State	ProjectRef	ProjectDesc	CallReference	CallDesc	CustomerCode	CustomerName	DeptCode	DeptName	Reference	ReferenceDesc
PQ00000243	WKOR	PR									WO0000201	Toner for delivery
PQ00000244	WKOR	PO									WO0000217	Machine Rental Des
PQ00000291	WKOR	PR	PRJ0000083	New mach							WO0000248	New machine install
PQ00000319	WKOR	PR	PRJ0000087	SP240 New							WO0000267	SP240-1 - Machine I
PQ00000331	WKOR	N									WO0000277	3MS - 3 Month Servi
PQ00000445	WKOR	N									WO0000371	WS - Weekly Servis
PQ00000519	WKOR	N									WO0000431	staple unit for renta
PQ00000520	WKOR	N									WO0000432	Prints arent stapled
PQ00000524	WKOR	N									WO0000434	SP1912_NDS_1 - M
PQ00000551	WKOR	N	PRJ0000090	Sprint SP19...	CN0000121	check.le...	HOP001	Hope Works (Pty) Ltd			WO0000464	check levels
PQ00000556	WKOR	N	PRJ0000098	Site Inspect...			HOP001	Hope Works (Pty) Ltd			WO0000475	1818-1-1 - Check ne
PQ00000565	WKOR	PR	PRJ0000100	Machine ins...							WO0000479	repair machine
PQ00000612	WKOR	N									WO0000518	AirMaint - Air freshn
PQ00000640	WKOR	N			CN0000044	1 black t...	OFF001	Office Supplies Unlimited			WO0000191	1 black toner for col
PQ00000641	WKOR	N			CN0000044	1 black t...	OFF001	Office Supplies Unlimited			WO0000191	1 black toner for col
PQ00000642	WKOR	N	PRJ0000027	Hope Works...			HOP001	Hope Works (Pty) Ltd			WO0000114	WS - Weekly Servis

This is because the financial period that contains the selected data is closed.  
For a detailed handling of this topic refer to [Finance - Set Current Financial Period](#).

**Fix**

- i. Click on **OK** to remove the error message.
- ii. Click on **Back** return to the previous screen.
- iii. Select the **Finance/HR** ribbon tab.
- iv. Select **Financial Periods**.
- v. Follow the process to [open the financial period](#) that you wish to work in.

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