

Editing Data

Versions	
	<p>Creating a new version</p> <p>Copying Versions Copy to a New Version Append to an Existing Version ✓ Replace Entire Project</p> <p>Importing and Exporting Capwrk.xls CPMS Extract File</p> <p>Security</p>
Project Listing	
	<p>Copying Projects Copy to a New Version Append to an Existing Version ✓ Replace Entire Project</p> <p>Deleting Projects</p> <p>Adding Projects to Groups... to a Flexible Group to a BIN Crosswalk</p>

Ad Hoc Exports

Creating and Retrieving Ad Hoc Exports	
	<p>Creating Ad Hoc Export Templates Project Detail Project Summary Saving Renaming and Deleting Permissions</p> <p>Retrieving a Saved Export Template</p>

Flexible Groups

Flexible Group Maintenance	
	<p>List Maintenance and Sorting</p> <p>Editing Flexible Groups</p> <p>Adding and Removing Projects from Groups</p> <p>List Security</p> <p>Reports</p>

BIN Masking

How to use BIN Masking	
	<p>BIN Lists and BINs</p> <ul style="list-style-type: none"> What is a Budget Item Number (BIN) Where BINs come from Available BIN Lists BIN Crosswalk (Projects in BINs) <ul style="list-style-type: none"> ✓ A project cannot exist in more than one BIN within a list Project Count with/without BIN Masking BIN Variance report