

Make sure the "Primary Tree Flg" is checked when you run reports in the FDW Tree Dashboard.

SETID	Dept Fdescr	Primary Tree Flg
SACST	--Select Value--	Y

This option will insure that your report only has active departments.

Below is an example of a department tree report with the box not checked. This is part of the SAC_DEPT_TREE_RS tree in FDW. Note that D_ADMIN_AND_BUS_AFF is in Level 2 and 3.

D_ADMIN_AND_BUS_AFF - Admin and Business Affairs	D_ADMIN_AND_BUS_AFF - Admin and Business Affairs	49003 - Photocopy	Inactive
	PC_BUDG_PLAN_ADM - Budget Planning and Admin	47900 - Budget Planning and Admin	
	PC_BUS_ADMIN_SVCS - Administrative Services	45500 - Quality Improvement	
		46100 - Administrative Services	

I can search for the department 49003 in the SAC_DEPT_TREE_RS tree in CFS. It is not found.

Here is the department chartfield screen from CFS:

Department

SetID SACST Department 49003

Effective Date Find

*Effective Date 07/01/2011

*Status Inactive

*Description Photocopy

*Short Description Photocopy

Manager ID Manager Name Zip6126

Attributes Budgetary Only