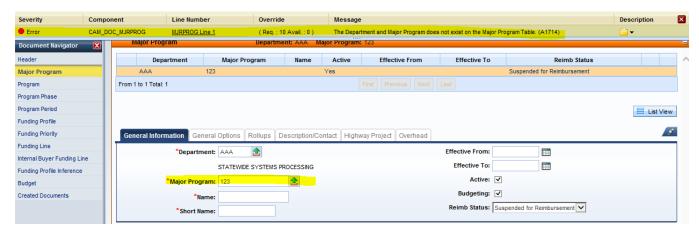# Cost Accounting Setup Document versus a Cost Accounting Modification Document

When to use Cost Accounting Setup (CAS) Documents

A CAS document must be used when establishing a new Major Program that is not already in AFIS. CAS documents are the only documents in AFIS which can create a new Major Program. It is recommended that CAS documents only be used whenever a new Major Program structure needs to be created. While CAS documents can be used to add new elements to an existing Major Program structure (E.g. a new Program, new Program Period (PPC), new Funding Profile, Funding Priorities and Funding Lines), CAS documents can't modify any cost structure elements which already exist in AFIS.
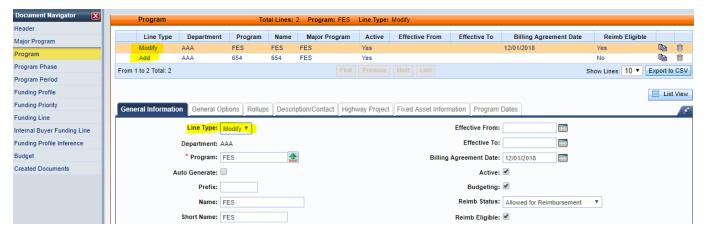
When to use Cost Accounting Modification (CAM) Documents

CAM documents must be used when modifying any cost structure elements which have already been established in AFIS. CAM documents can also add new elements to an existing Major Program structure. The only thing a CAM document can't do is create a new Major Program. When attempting to use a CAM to create a brand new Major Program in AFIS you will receive the following error: *The Department and Major Program does not exist on the Major Program Table.*

CAM documents have some important additional functionalities which do not exist in CAS documents: Line Type and Load Details buttons.
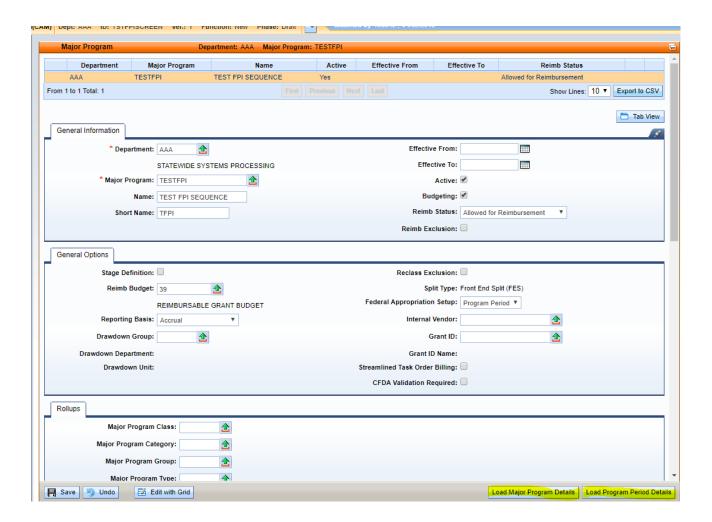
Line Type: The Line Type feature allows the user to specify whether the line exists to add a new element to the structure or to modify an element of a cost structure which already exists in AFIS. The Line Type feature is available in all components of the CAM document except for Major Program. (Remember! CAM documents can't add Major Programs)
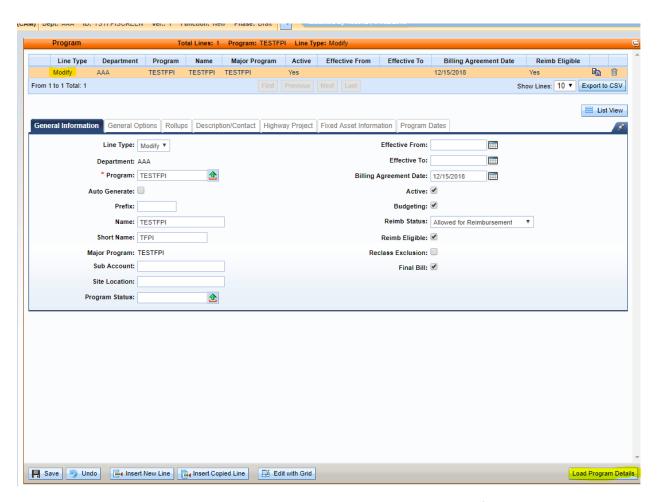
Load Details: CAM documents also have the ability to load current cost structure information in AFIS directly into the CAM through use of the Load Details buttons. The Load Details buttons can save user time and reduce the likelihood of errors by reducing manual data entry.

Load Major Program and Load Program Period Details buttons are located on the bottom right hand corner of the Major Program level of the CAM document and become active after selecting an existing Major Program.

The use of Load Program Period Details button is required when modifying an existing PPC.

The Load Program Detail, Load Program Phase Detail and Load Funding Profile Details buttons are located on the bottom right hand corner of their respective component of the CAM document. The Load Program Detail, Load Program Phase Detail and Load Funding Profile Detail buttons become active after selecting an existing section of a cost structure on a line with a line type of "Modify".

CAM documents should always be used when making any additions or modifications to an existing Major Program structure due to the limitations of CAS documents and the additional functionalities of CAM documents which can save time/reduce errors.

Once a CAS or CAM document is finalized it cannot be modified. If additional changes to a cost structure are needed, a new CAM must be created.