UNIVERSITY OF ILLINOIS
URBANA-CHAMPAIGN · CHICAGO · SPRINGFIELD

FABweb Batch Uploads – Common Entry Errors

Error Reason	Common Error Listing	Solution
Asset failed to process due to a validation error within *FABweb*	Multiple entries	Each line of data must be unique within the upload template. A duplicated line of data will not be processed.
	Fixed asset a member of a family	Assets with Parent/Child relationships cannot be processed through the upload process. These transactions must be completed manually in *FABweb*.
	Missing TransNum	The formatting issue that needs correction will be provided. Refer to the FABweb Batch Uploads File Requirements spreadsheet for template entry validation rules.
	Do not have correct Chart/Org Permissions	This asset is assigned to another unit, which you do not have *FABweb* Chart/Org permissions to update. Contact the responsible unit to resolve.
Asset is assigned to another user at the time of file processing	Asset is currently in use by another user	This asset is being worked on by another user. Contact the user to resolve. Use the Check Status function in *FABweb* to determine user.
Records within template are not properly formatted	Location code cannot be greater than 6 digits	The formatting issue that needs correction will be provided. Check the FABweb Batch Uploads File Requirements spreadsheet for template entry validation rules.
Banner asset could not be updated	Asset locked within *Banner*	This asset is being worked on by another user. Contact the user to resolve. Use the Check Status function in *FABweb* to determine user.
Alerting of processed records with allowed issues	Processed with Warnings	The file contained unneeded data that was ignored in processing the upload. Review your submitted file and the *FABweb* results to ensure processing occurred as desired. Make updates as needed.