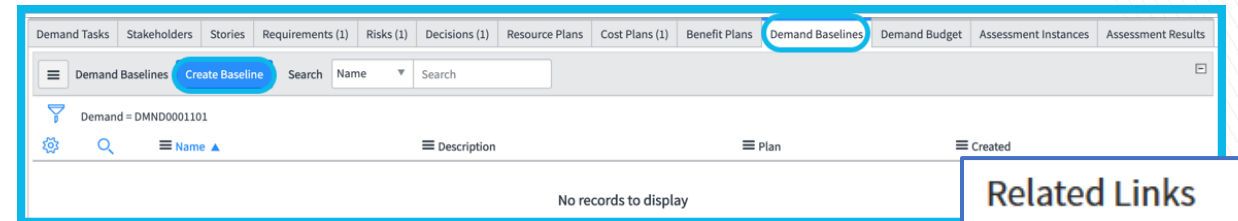# Baselining a Demand

Quick Reference Guide

Baselining a Demand

Baselines can be captured for demand financials. A financial baseline captures a snapshot of all cost plans, benefit plans, budget details, and demand level financials at a given point in time. Demand Baselines can be captured using the related link or the related list.

Create Demand Baseline using Related Link or Related List

1. Once you have opened the demand, scroll to the related links section and click on Create Baseline or continue scrolling down to the related lists section and click on the Baseline tab and Create Baseline.

Baselining a Demand

3. The baseline will now appear in the Baselines related list.

NOTE: Converting a demand to a project automatically creates a financial baseline for both the demand and the converted project. As a demand manager, use the baseline data to track the cost plan, benefit plan, and funding data of the demand at the time of conversion.