Learning all there is to know about budget & finance can feel daunting. This Digest is here to help you navigate through your questions and concerns. Don’t miss out on our upcoming training and support sessions. If you have questions or concerns about the survey results or changes, please contact CBO via the Services & Support framework. Please feel free to suggest enhancements to this Digest. Thank you for your participation in the Core Resource Allocation survey last month. There were 104 respondents from 8 different VC areas. 79% of respondents indicated a preference for an annual lump sum allocation.

Core Fund Resource Allocations Survey Results

This is an overview of UC San Diego travel policy and the trip reconciliation procedure, including summarized guidelines and on-demand resources. Faculty and staff will learn about the Concur processes for claiming travel expenses on a Travel Expense Report. This course provides an overview of UC San Diego travel policy and the trip reconciliation procedure, including summarized guidelines and on-demand resources. Faculty and staff will learn about the Concur processes for claiming travel expenses on a Travel Expense Report.

Concur Basics

Concur Request & Expense

Concur: Event and Expense Reimbursements

PPM Contract and Invoice Training

New Oracle Procurement Request Form

Research Administration Activity Dashboard

Internal Controls Office Hours

Campus Budget Office Updates

Tips & Tricks

Travel and Entertainments Processes

Oracle Procurement & Payables eCourse

How do I navigate to your internal controls guide? You can now use the internal controls page to navigate to various resources available to you.

Oracle Financials Cloud & Concur T&E Pro

Oracle Financials Cloud and Concur, prepaying with the Travel & Entertainment Card, and how to take advantage of TripIt Pro. It is recommended that you obtain an overview and checklist of the business travel lifecycle. If you are new or an infrequent user of Concur, you may review the below links:

RECOMMENDATION: Review the knowledge of policies and processes. If you have questions about the survey results or concerns about this change, please contact CBO via the Services & Support framework.

If you would like to learn about the expense reconciliation process in Concur, our Travel and Expense application, review the below links:

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