Learning all there is to know about budget & finance can feel daunting. Add loyalty rewards numbers, travel arrangers, emergency contact info, special preferences, and more! Concur requires reward program benefits. Check regularly to make sure your payment cards are current and that no information has changed. Keeping your Travel Profile in Concur updated will streamline the booking process and assure that you're getting your loyalty appropriate for your purchase, refer to our

Did You Know?

Earlier this month, the ability to add a new line to an existing Purchase Order was added to Oracle Procurement. You can

**How to Add a Line to an Existing Purchase Order**

Oracle Budget Data: Smart View Ad Hoc Querying

Oracle Budget Data: Smart View Ad Hoc Tips and Tricks

Oracle Budget: Budgeting Non-Compensation in Smart View

Oracle Budget: Budgeting Salaries and Benefits for Admin Units

Smart View Application:

Oracle Budget: Non-Compensation Expense Planning

Smart View Application:

Oracle Budget: Budgeting Non-Compensation

Reporting Workgroup:

Dashboard Budget and Financial Management

Deans understand the health of their operations. The dashboard is accessible from the categories, Mission, or Project Classification. It is intended to help department fiscal managers, MSOs, DBOs, and Assistant

The new Department Operations Dashboard provides year-to-date overall net financial surplus or loss by Managerial Fund

NEW!

**Topics Covered:**

- **on practice and feedback to gain valuable, practical experience. Intended for fiscal administrators, fund managers and**

- **who will be approving requisitions or invoices. Instruction will involve an introduction to Oracle Procurement as well as hands-**

- **Thursday, February 23 @ 9:00am - 11:00am**

- **sciences.**

- **partnership with UC San Diego Division of Extended Studies and the support from supervisors across campus and health**

- **This program is currently being offered at no cost to you! We encourage you to share this information with your teams,**

- **following dates. Please register using links below:**

- **Join us virtually each week as we dedicate time to training on a specific dashboard or report. The workshop format will include**

- **Reporting Workshop: Dashboard of the Week Series**

- **Fund Management Office Hours**

- **See**

- **Resources**

- **Who will be impacted?**

- **Role request approver groups will be renamed soon to align the group name with the associated financial unit code. When**

- **For role request approvers, you will see the workflow approval level:**

- **Authority for University Sponsored Special Entertainment signed by the Chancellor?) and vice versa. This change was made**

- **only done at the level 4 financial unit.**

- **Role request approver groups will be renamed soon to align the group name with the associated financial unit code. When**

- **For new role requests, when submitters select a "Yes" response for the first question the form will automatically block the**

- **processing.**

- **Oracle & Concur Role Request Form Updates**

- **Click to access the**

- **Thursday, February 16, 2023 @ 1:00pm - 2:00pm**

- **Tuesday, February 14, 2023 @ 10:00am - 11:00am**

- **Anyone who is approving Oracle & Concur role requests in Services & Support**

- **For Concur workflow role requests, when submitters select a "Yes" response to the department head approver question (Does**

- **For new role requests, when submitters select a "Yes" response for the first question the form will automatically block the**

- ** Dumbledore's Army**

- **Blink page and join the**

- **January 31, 2023**

- **UCSDFeedback@labviva.com
The Support Framework is designed to help the Budget & Finance community, including faculty or staff with financial responsibilities, identify their resources based on the following questions:

What can I do on my own?

Where can I get help?

Who can help escalate?

How do I suggest enhancements?

Bookmark or download a copy for quick links to various resources available to you.

Each Tuesday, the Weekly Digest provides important updates related to Budget & Finance, including Oracle Financials Cloud and Concur Travel & Expense. Our goal is to deliver timely information that matters to you. Not sure where to find answers? Get started using our Support Framework.

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