If you are unable to resolve alerts, review our KBA on Resolving Alerts in Concur for specific information as to how to resolve them. For an in-depth look at alerts, quick tip and other helpful answers regarding booking travel in our Concur Travel & Expense system, or with a Balboa Travel agent, the likely cause is missing profile information. Concur requires a completed profile in order for you to make travel or expense claims. Once your profile is complete, you will receive an email from Concur inviting you to set up your profile. If you have any questions about your profile, please contact your organization’s travel or finance department. If you do not receive the email within 48 hours, please contact Concur Support.

If you need help with submitting documents to the University, visit our KBA on Submitting Documents for guidance on how to submit documents to the University. If you have any questions about submitting documents, please contact your organization’s accounts payable department.

If you are unable to resolve alerts or have any other questions about your Concur account, please contact Concur Support. You can reach them by phone at 1-800-266-2609 or by email at support@concur.com.

Budget & Finance Weekly Digest

May 25, 2021 - 21st Edition

Budget & Finance Support promotes training, tools, and communications to take full advantage of the financial management system. This week, we will focus on improving your Concur Travel & Expense system and Oracle Financials Cloud experience.

First, let’s talk about Resolving Alerts in Concur. If you are unable to resolve alerts, review our KBA on Resolving Alerts in Concur for specific information as to how to resolve them. For an in-depth look at alerts, quick tip and other helpful answers regarding booking travel in our Concur Travel & Expense system, or with a Balboa Travel agent, the likely cause is missing profile information. Concur requires a completed profile in order for you to make travel or expense claims. Once your profile is complete, you will receive an email from Concur inviting you to set up your profile. If you have any questions about your profile, please contact your organization’s travel or finance department. If you do not receive the email within 48 hours, please contact Concur Support.

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Next, let’s discuss Fiscal Closing Overview. As we approach our first fiscal year-end close, we ask you to review the University’s Fiscal Closing Plan and the Fiscal Closing Overview document. This document provides a summary of the tasks and responsibilities associated with fiscal closing. The fiscal closing plan outlines the tasks and responsibilities associated with fiscal closing. The Fiscal Closing Plan includes a detailed description of the tasks and responsibilities associated with fiscal closing. The document is available on the University’s intranet.

Finally, let’s talk about Oracle: Buying and Paying for Financial Unit Approvers. Oracle: Buying and Paying for Financial Unit Approvers is a course that provides training on how to use Oracle Financials Cloud and Concur Travel & Expense. The course focuses on the specific tasks and responsibilities associated with purchasing and paying for goods and services. The course is available online and includes a quiz to reinforce concepts.

Instructors will be reviewing Oracle Procurement and Concur best practices in the course. The course is designed for fiscal administrators, fund managers and financial managers who want to improve their understanding of Oracle Financials Cloud and Concur Travel & Expense. The course is available online and includes a quiz to reinforce concepts.

Join the IPPS Team for the next session of Hot Topics! This session will focus on Viewing and Lifting Commitments for Concur. The session will be held on Wednesday, May 26, 2021 @ 11:00am - 12:00pm. Hot Topics: Commitments includes information on viewing and lifting commitments, provide a live tutorial, and host Q&A. This is a great Hot Topics to attend as we approach fiscal deadlines. We hope to see you there!

Friendly reminder that as we head into our first fiscal year-end close, we ask you to review the University’s Fiscal Closing Plan and the Fiscal Closing Overview document. This document provides a summary of the tasks and responsibilities associated with fiscal closing. The fiscal closing plan outlines the tasks and responsibilities associated with fiscal closing. The document is available on the University’s intranet.

Fiscal Closing Plan

The Fiscal Closing Plan is a document that outlines the tasks and responsibilities associated with fiscal closing. The plan includes a detailed description of the tasks and responsibilities associated with fiscal closing. The plan is available on the University’s intranet.

More Information on Fiscal Closing

For more information on fiscal closing, please visit the UC Learning Center. The UC Learning Center is a comprehensive online resource that provides training and support for the University’s financial management system. The Learning Center includes a variety of resources, including courses, webinars, and support resources.

For more information on Oracle Financials Cloud and Concur Travel & Expense, please visit the University’s intranet. The intranet is a comprehensive online resource that provides training and support for the University’s financial management system. The intranet includes a variety of resources, including courses, webinars, and support resources.

We hope you find this edition of the Budget & Finance Weekly Digest valuable. Please feel free to contact us with any questions or feedback. We are always looking for ways to improve our service to the University community.