Submitting Documents
As a follow-up to last week’s announcement on How to Select Approvers in Concur as a User

Travel FAQs
quick tip and other helpful answers regarding booking travel in our

Complete your profile now by logging in to Concur >
or with a Balboa Travel agent, the likely cause is missing profile information.

arrangements. If travelers or travel arrangers are unable to

or Canceling an Order with the PO numbers pasted into the description.

from these POs are outstanding. If there is a recharge PO commitment that

the way they are invoiced. You may close your projects even if commitments

STORE or Core Bio Services) are not lifted automatically within Oracle due to

Commitments associated with recharge POs (e.g. those with suppliers such as

assessments) that may change over time on a particular Project or Financial

Two new reports have been added to this panorama:

BI & Financial Reporting
Visit the

Please note that you can also search “Concur” in the UC Learning Center to

tools. In this course, you will learn about Concur processes for prepaying travel

Thursday, May 27, 2021 @ 9:00am - 11:00am
Concur Travel & Expense
new content, include new exercises, and focus on the most key Oracle

Oracle: Buying and Paying for Financial Unit Approvers
Oracle Financials Cloud
viewing and lifting commitments, provide a live tutorial, and host Q&A. This is a

Join the IPPS Team for the next session of Hot Topics! This session will focus

on Commitments as it relates to Concur and Oracle Procurement. Our

on Commitments as it relates to Concur and Oracle Procurement. Our

Wednesday, May 26, 2021 @ 11:00am - 12:00pm
Payment Compass Webinar
Finance Community of Practice.

Friendly reminder that as we head into our first fiscal year-end close, we ask

Unclaimed Payments
Click for the new

SSA Close Guidance Now Available!

employees and affiliates) were loaded into Oracle with missing project data

making the correction in Oracle. There is no corrective action needed from

between 4/29 and 5/17. IPPS has identified the affected invoices and will be

in Oracle for the affected employees and departments.

Departments have 5 business days to make the necessary corrections.

If you have requisitions that were rejected or not submitted (i.e. incomplete),

should be canceled. This will lift commitments associated with these

and Oracle

Blink page.

Guidance on lifting these types of commitments are also provided within the

New Commitments Blink Page

Aging Report can be found in the

University will be able to collect on, please submit a Service & Support ticket

Click to view all

departments.

making the correction in Oracle. There is no corrective action needed from

between 4/29 and 5/17. IPPS has identified the affected invoices and will be

in Oracle for the affected employees and departments.

If you have requisitions that were rejected or not submitted (i.e. incomplete),

should be canceled. This will lift commitments associated with these

and Oracle

Blink page.

Guidance on lifting these types of commitments are also provided within the

New Commitments Blink Page

Aging Report can be found in the

University will be able to collect on, please submit a Service & Support ticket

Click to view all

departments.

making the correction in Oracle. There is no corrective action needed from

between 4/29 and 5/17. IPPS has identified the affected invoices and will be

in Oracle for the affected employees and departments.

If you have requisitions that were rejected or not submitted (i.e. incomplete),

should be canceled. This will lift commitments associated with these

and Oracle

Blink page.

Guidance on lifting these types of commitments are also provided within the

New Commitments Blink Page

Aging Report can be found in the

University will be able to collect on, please submit a Service & Support ticket

Click to view all

departments.