We are excited to announce the launch of The Fiscal Close Bulletin, a limited edition newsletter issued May 8 to July 2023 to provide timely updates and guidance relevant to Fiscal Close.

Support Framework: The Fiscal Close Bulletin


**Fiscal Close Bulletin**

**Not sure where to find answers? Get started using our Support Framework.**

Click to access the Event Calendar, Award Updates, Task Updates, Reporting Category, Project Classification, Project Name, Project Personnel, Finding Category, and Hot Topics.

Support Framework: A resource designed to help the Budget & Finance community (including faculty or staff with financial responsibilities, such as budget officers, departmental administrators, and students) find resources and strategies, including where to find answers.

**Where do I go to submit an enhancement or idea?**

If you have an idea about how to improve a Budget & Finance process or enhance how services are delivered, please complete the Oracle Role Request Form here.

**Where can I find information on Oracle Financials Cloud and Concur Travel & Expense?**

We encourage individual troubleshooting and self-help whenever possible. If you are unable to find the answer you need, please contact the Oracle Role Request Form.

**What can I do if I am having trouble processing a payment?**

This week we will answer some questions about processing nonPO payments, and checking invoice status. This course will be especially valuable for individuals responsible for processing nonPO payments and checking invoice status. This course includes hands-on instruction on the use of Oracle Procurement & Payables. It focuses on topics such as: 

- Purchasing
- Processing Non-PO Payments
- Invoicing
- Reconciliation
- Accessing Budgets
- Tracking Spending
- Process Integration
- User Training
- Online Help
- Invitations
- Purchase Orders
- Invoices
- Budgets
- Reconciliation
- Oracle Financials Cloud
- Concur Travel & Expense

This course is a required prerequisite for registration.

**Where can I find resources on my own?**

For more information watch the UC San Diego Budget & Finance YouTube channel.

**Where can I find more help?**

Visit www.ucsd.edu/finance to find a consolidated view of Office Hours, Instructor-Led Training sessions, and Hot Topics.

**How do I use PADUA 2.0?**

This launch also allows users to create new General Projects. To do so, simply click on the **New General Project** button located on the General Projects tab. The list will jump to the value you are typing. When using a prompt on a Cognos report that is a dropdown menu, don’t scroll! Simply open the menu and start typing the first letters or numbers of the value you are looking for. Type as you normally would, without pauses between each letter and number.

**Quick Tip: Searching with Dropdown Menus**

When using a prompt on a Cognos report that is a dropdown menu, don’t scroll! Simply open the menu and start typing the first letters or numbers of the value you are looking for. Type as you normally would, without pauses between each letter and number.

**What if I can’t figure out the source of a GL-PPM discrepancy?**

This week we will have open Q&A. Bring your questions and struggles. Nothing a fund manager can’t figure out! When using a prompt on a Cognos report that is a dropdown menu, don’t scroll! Simply open the menu and start typing the first letters or numbers of the value you are looking for. Type as you normally would, without pauses between each letter and number.

**How do I use PADUA 2.0?**

Please refer to the official website for more details.

**Will the PADUA 2.0 Demo still be available after the class on June 2?**

No. However, we will provide you with a detailed demonstration of PADUA 2.0 during the class.

**When will the PADUA 2.0 Demo be available?**

The PADUA 2.0 Demo will be available after the class on June 2. The demo will be available for approximately one week after the class.

**Can I have access to the PADUA 2.0 Demo on the Fiscal Close Bulletin page?**

No. However, we will provide you with a detailed demonstration of PADUA 2.0 during the class.

**How can I access the PADUA 2.0 demo?**

The PADUA 2.0 demo will be available for approximately one week after the class. We will provide you with a detailed demonstration of PADUA 2.0 during the class.

**What can I do if I have a question about how to use the Fiscal Close Bulletin?**

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