**Getting Ready for Fiscal Close**

**Limited Edition Newsletter Launch: The Fiscal Close Bundle**
We are excited to announce the launch of the **Budget & Finance Fiscal Close Bundle**, a limited-edition newsletter issued three times per year to help you with timely updates and get you ready for Fiscal Close. [Click to access the Fiscal Close Bundle.]

**Fiscal Close updates will be posted on the **Budget & Finance Newsletters** page.**

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**Training & Support**

**Upcoming Release: PADUA 2.0**

**Learning on June 1: Project and Award Data Update Application (PADUA) 2.0 will be live for campus users. This initial release will allow the following Project elements to be updated:**
- Project Name
- Project Classification
- Reporting Category
- Project Personnel
- Task Categories
- Project Status
- Task Status

Only authorized users will be able to edit or add general projects. Please refer to the **Oracle Role Request Form** for quick links to various resources available to you.

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**Tips & Tricks**

**Quick Tip: Sharing with UC Staff**

Sharing 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. Your options will jump as you type.

**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. Your options will jump as you type.

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**BI & Financial Reporting**

**Quick Tip: Naming Your Event**

When creating a new event in the Cognos Event Calendar, make sure to include the start and end time of the event in the name. For example, use “Event Name: [Start Time] - [End Time].” This will help users quickly identify the duration of the event.

**BI & Financial Reporting**

**The Support Framework**

**Budget & Finance, including Oracle Financials Cloud and Concur Travel & Expense.**

**Have finance-related questions? Call the UC San Diego Finance Help Line! Knowledgeable agents are standing by to assist you and answer your questions. Please attend the Fund Management Office Hours on June 2 to observe a live demonstration of PADUA 2.0.**

**Where do I go to find answers? Get started using our**

**Support Framework**

[Bookmark the official website](https://www.ucsdknowledge.org) for quick links to various resources available to you.

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**For more information**, please complete this [form](https://www.ucsdknowledge.org).