
Our goal is to deliver timely information that matters to you.

We are excited to announce the launch of the Brand New Fiscal Close Bulletin, a limited-edition newsletter issued from May 8 to July to provide you with timely updates and guidance resources. Fiscal Close Bulletin.

Please subscribe to stay up-to-date.

Web Resources

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. The list will jump to the value you are typing.

Quick Tip: Multiple Date Entry

Enter dates in the format MM-DD-YY.

Quick Tip: Creating a Billing Invoice in Project Portfolio Management (PPM)

Invoice with a single invoice. This feature is available for various time periods, including monthly or quarterly.

Quick Tip: Mass Updates

What can I do on my own?

We are excited to announce that the Brand New Fiscal Close Bulletin 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 submit a request?
- Where do I go to find answers?
- Where do I go to submit an enhancement or idea?
- How do I figure out the source of a GL-PPM discrepancy?
- Can’t figure out how to get your direct retro with cap gap to work? See a wire figure for more information.
- Are you looking for quick links to various resources available to you?
- How can I get a link to the official website?
- How can I watch the third edition here?
- What can I do to set up a limited-edition newsletter issued from May to July to provide you with weekly updates and guidance related to Fiscal Close?
- Where can I find answers? Get started using our Support Framework.
- Where do I go to update project personnel, project name, project classification, and reporting category, as well as create new general projects.
- What is the purpose of the Fund Management Office Hours?
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