System Requirements of Approval Requisitions
IPPS is implementing a new System Requirement of Approval Requisition to manage inventory of financial aid. Each report that is set up in your request form(s) must now include an approval to provide an additional layer of control when submitting requisitions.

Fabrications
Fabrications should be updated in UCIC. During procurement, some tasks for Fabrications can be assigned as UCIC. When Fabrications are requisitioned, a notification is sent to campus. If challenging to update the item name or transaction number, contact Campus Procurement. If the transaction number is challenging to update, please send transaction information to Campus Procurement to create a transaction in CSS. Refer to the below link for more information.

Expense Report Types
Expense Report Types will be impacted by the change to update both the item name and transaction number. If fabricating, please ensure to update to receive accurate reports to your campus.

Report Updates
1. System Requirement of Approval Requisition
2. Equipment & Supplies Requio\ntion
3. Equipment 

Fund Management Training
The new Fund Management training is in development to address campus needs. The training is designed for managers, not current existing training resources. All virtual training sessions, including WebEx links and agenda, will be sent to your UCCT email. Attendee link will be sent 24 hours prior to the session. If you are unsure of which Fund Manager training to take, please reach out to your finance department manager.

Overview of Oracle Procurement Request Forms
Refer to the training on how to do so. Remember that you must request the form in the KBA to get the approval.

Sponsored Projects Specialized Processes
How to Handle a Fabrication of Inventorial Equipment
From a budget perspective, a fabrication of Inventorial Equipment is one where you are changing the chart string account and taxability at the end of each name. Note that this is not an introductory course. Participants should first complete Fund Management Training and then the Fabrication course. This course will guide you through the different areas of handling fabrications. You will learn examples of how to do so through case scenarios. Attendees will be able to ask questions during the course. This course is designed to address campus needs and will be offered monthly to meet the needs of the campus. The cost to participate is $150 per seat. To register for the course, please contact Training & Support. For more information, please contact us.

System Requirement of Approval Requisition
Each report that is set up in your request form(s) must now include an approval to provide an additional layer of control when submitting requisitions. New to Concur? Check out our Blink Spotlight: Concur Basics. This page on Blink provides an overview of how employees with different tasks can utilize Concur. Additionally, it gives insight as to how to engage with our Blink pages, Knowledge Base Articles, and training as a means to help you navigate Concur Travel & Expense. New to Concur? Check out our Blink Spotlight: Concur Basics. This page on Blink provides an overview of how employees with different tasks can utilize Concur. Additionally, it gives insight as to how to engage with our Blink pages, Knowledge Base Articles, and training as a means to help you navigate Concur Travel & Expense. Note that this is not an introductory course. Participants should first complete Fund Management Training and then the Fabrication course. This course will guide you through the different areas of handling fabrications. You will learn examples of how to do so through case scenarios. Attendees will be able to ask questions during the course. This course is designed to address campus needs and will be offered monthly to meet the needs of the campus. The cost to participate is $150 per seat. To register for the course, please contact Training & Support. For more information, please contact us.

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