April 20th, 2021 - 16th Edition

Budget & Finance Weekly Digest

In the image, there are sections discussing different topics such as

**Tips & Tricks**
- If you enter in multiple chart string allocations on an Expense Report, consider creating a Favorite Allocation.

**Oracle Procurement**
- Purchasing category so you may continue with your order.
- Punchouts with the supplier name and catalog number. We will add a note on the importance of profile setup and management as it relates to Concur.
- Our instructors will be reviewing Oracle Procurement and best practices, provide a live tutorial, and host Q&A.

**Concur**
- Provide an overview of UC San Diego travel policy and procedure, including travel expense and reporting.
- The course provides an introduction to Concur: Event Expense Reports Training Video.

**Procure-to-Pay Panorama**
- Built on Oracle data analytics' power, this dashboard is designed to give you insights into all transactions related to UC San Diego.
- Join Oracle functional leads and the Oracle BI team as we dive into the new versions of Procure-to-Pay Panorama.

**Oracle Financials**
- Available as of today, a Procurement Card Cardholder can submit a Procurement Card Expense Report: Delegation of Authority Request. The Procurement Card Delegation of Authority Request is a ONE-TIME submission of the Procurement Card Delegation of Authority Request. A Concur Delegate to complete and SUBMIT a P-Card Expense Report on your behalf. The Procurement Card Delegation of Authority Request is a ONE-TIME submission. If you have a problem, please refer to your internal Financials Team.

**Financials Cloud**
- Claims Unidentified Receipts
- Aging Report to assist with identifying outstanding receivables by date.

**PPM General Projects**
- Restructure PPM General Projects and Project Personnel Assignments

**Announcements**
- The campus will begin the Fiscal Close process. This message is sent to Preston Thankamala, Assistant Director for Financial Reporting & SALARY PROJECTIONS: Seminar 9.

**Contact us**
- Have questions about this edition? The best way to contact our team is via email at reports.ucsd.edu.