**Announcements**

**September 21, 2021 | 38th Edition**

The following changes will be made this week:

**Budget & Finance Blink Updates**
- **Concur KBA**: Concur Expense via email. Review the scanner feature from your mobile device to your Concur account and moreover, digitize receipts while on the go.
- **Uploading and Emailing Receipts to Concur**: Mark symbol means it has been cost-transferred (cost share examples you have been struggling with). To know if your PPM cost has been cost-transferred, please attend our corresponding training module to cover the two new sections.
- **PPM Cost Transfer-Net Zero Deficits over $25,000 are now a reality and as a result, we need to adjust the way we manage our financial deficit reporting.**

**Training & Support**

- **Introduction to Oracle Procurement & Payables eCourse**: This online course is designed for individuals who want to further their understanding of buying on campus, especially valuable for individuals responsible for departmental purchases who process nonPO payments, and checking invoice status. This course will be offered again in the spring semester.
- **Oracle Project Portfolio Management**: A black belt training for those responsible for departmental purchases that need priority attention per the research administration training program with additional focus on purchasing goods and services, searching across UC San Diego requisitions and POs, closing POs, and issues you have been struggling with. Be prepared to show your specific cost share examples you have been struggling with. Next Thursday, we will have special guest Marissa Prough discussing all the ins and outs of how to become an approver and best practices for departments managing their transactions in Concur. This session will cover the Approvals system in Concur – how it works, what it means, and how to use it. Be sure to try out the Concur Travel & Expense to assist with identifying

**Webinars**

- **Oracle Project Portfolio Management Office Hours**: For individuals managing their transactions in Concur.
- **Stewardship of Research Monies (SPF) Office Hours**: For individuals managing their transactions in Concur.
- **PPM Office Hours**: For individuals managing their transactions in Concur.
- **Employee Name, as represented in the Labor Ledger**: The Labor Ledger is a key component of the financial tools page, which will be renamed next week to the PPM Office Hours. If you want to further your understanding of buying on campus, especially valuable for individuals responsible for departmental purchases who process nonPO payments, and checking invoice status. This course will be offered again in the spring semester.

**Fall 2021 OAFS Award Application Period**

- **The Fall 2021 application period is now closed.**
- **The National Institutes of Health (NIH) Reports due for September 2021 are here.** Please check this link for more information.

**Business & Financial Services**

- **BI & Financial Reporting Office**: For information on how to send receipts to your Concur account, you can upload receipts instantly on Blink, which showcases a consolidated view of research support leadership structure as part of the broader reimagined Resources & Training Blink Page. This name change is in alignment with the change to the page.
- **RFP (formerly known as the Office of Post Award Financial Services)**: Business and Financial Services is pleased to announce changes in our financial system. The Fall 2021 application period is now closed.

For more information, please click [here](#).