to unlock these features.

Please remember to access your reports using bah.ucsd.edu. The following reports have been sunset due to duplication and why different reports might show different amounts.

We also use WalkMe to add additional validation to your transactions, announcements, and reminders.

In next week's Fund Management Office Hours on Thursdays @ 11:00am - 12:00pm, Thiveos will give a short presentation about entering PPM Budgets, and the rest of the time will be available for Q&A.

*Oracle: Buying and Paying for PO Requisitioners*

This course includes hands-on instruction on the use of Oracle Procurement & Payables. It focuses on topics such as shopping for and purchasing goods and services, how to pay for them, and how to manage payments. This course is ideal for current and prospective requisitioners as it explains requisitioning workflows and the requisition page. The current step is the last step in blue which does not have a pending approval of your financial unit. Refer to our Requisition Status in Oracle Procurement.

*Oracle: Reassign Requisitions in Oracle Procurement*

You can reassign a requisition to allow someone else to complete and submit the requisition, process change orders, or cancel the PO. Refer to our Reassign Requisitions in Oracle Procurement KBA.

Errors KBA

Concur document, refer to our How to Resolve COA/POETAF Failed Validation Errors in Concur KBA.

*Assign a Shopping Cart or Requisition in Oracle Procurement KBA*

If you encounter errors related to the COA/POETAF information entered in your requisition, process change orders, or cancel the PO. Refer to our Assign a Shopping Cart or Requisition in Oracle Procurement KBA.

*Resolving COA/POETAF Failed Validation Errors in Concur*

Errors KBA

Concur document, refer to our How to Resolve COA/POETAF Failed Validation Errors in Concur KBA.

*Concur Processes for Both Procurement Card and T&E Card*

Current and prospective cardholders will learn about updates to the card (including the use of TripIt Pro when booking travel). Faculty and staff will learn about Concur reconciliation procedure, including summarized guidelines, resources, and information about online tools. Faculty and staff who travel or book business travel can further their understanding of preauthorization, booking travel via Concur, prepaying with the Travel & Entertainment Card, and how to take advantage of TripIt Pro. It is recommended that you also attend the UC San Diego Travel: Reporting Expenses course before your trip takes place.

*Oracle: Reporting Expenses (including trip report)*

Faculty and staff will learn about Concur reconciliation procedure, including summarized guidelines, resources, and information about online tools. Faculty and staff who travel or book business travel can further their understanding of preauthorization, booking travel via Concur, prepaying with the Travel & Entertainment Card, and how to take advantage of TripIt Pro. It is recommended that you also attend the UC San Diego Travel: Reporting Expenses course before your trip takes place.

*UC San Diego Travel: Reporting Expenses* and Concur processes for both Procurement Card and T&E Card.

*UC San Diego Financial Accounting Program*

This program intends to establish consistent foundational knowledge across the institution's financial accounting program that offers training at a basic to intermediate level. The application period for Fall 2021 is September 6 - 17. This program is open to UC San Diego staff members in finance and accounting roles. This program intends to establish consistent foundational knowledge across the institution's financial accounting program that offers training at a basic to intermediate level. The application period for Fall 2021 is September 6 - 17. This program is open to UC San Diego staff members in finance and accounting roles. This program intends to establish consistent foundational knowledge across the institution's financial accounting program that offers training at a basic to intermediate level. The application period for Fall 2021 is September 6 - 17. This program is open to UC San Diego staff members in finance and accounting roles.

*UCSanDio Financial Accounting Program - OpenHouse*

This event is open to all and will provide information about the UC San Diego financial accounting program that offers training at a basic to intermediate level. The event includes a brief overview, followed by Questions & Answers. Thursday, September 2, from 2:00pm - 2:30pm.

*Introduction to Oracle Procurement & Payables eCourse*

This course introduces the core concepts of Oracle Procurement & Payables. This course includes hands-on instruction on the use of Oracle Procurement & Payables. This course includes hands-on instruction on the use of Oracle Procurement & Payables.

*Oracle: Buying and Paying for PO Requisitioners*

This course includes hands-on instruction on the use of Oracle Procurement & Payables. This course includes hands-on instruction on the use of Oracle Procurement & Payables.

*Oracle: Reassign Requisitions in Oracle Procurement*

You can reassign a requisition to allow someone else to complete and submit the requisition, process change orders, or cancel the PO. Refer to our Reassign Requisitions in Oracle Procurement KBA.

*Assign a Shopping Cart or Requisition in Oracle Procurement KBA*

If you encounter errors related to the COA/POETAF information entered in your requisition, process change orders, or cancel the PO. Refer to our Assign a Shopping Cart or Requisition in Oracle Procurement KBA.

*Errors KBA*