Available Expenses for Travel in Concur

Resolving COA/POETAF Failed Validation Errors in Concur

Assign a Shopping Cart or Requisition in Oracle Procurement KBA

You can reassign a requisition to allow someone else to complete and submit it pending the approval of your financial unit. Refer to our KBA on Requisition Status in Oracle Procurement for instructions on how to do so.

Additional Sponsored Projects Reports

The following reports have been sunset due to duplication of existing tools and were removed from Oracle Financials: Sponsored Projects AR Aging and Award Trial Balance Report are now redundant with the Accounts Payable Aging Report and the General Ledger Trial Balance Report. The remaining sponsored projects reports that are available on bah.ucsd.edu are:

- APAR Aging
- GL Trial Balance
- AR Aging
- Payables
- Accounts Payable Aging

Streamline your processes for reporting travel expenses and how to submit a Travel Expense Report. You will learn about common validation errors with a description for each error type, as well as instructions on how to do so.

Streamlining Financial Reporting

-Streamline reporting. The following reports have been sunset due to duplication of existing tools: Sunset Alert prompts have been reordered for ease of use.

Sponsored Projects Reports

The new enhanced version was promoted to Production. Users can now search by payment type in the Payables module. This new feature is useful to determine if payments are already processed or if the status is pending. The Payables module was also updated to include additional validation to your transactions, announcements, and reminders. The WalkMe Browser Extension adds various tips, walkthroughs, and additional resources to your Oracle and Concur applications. We also use WalkMe to add additional validation to your transactions, announcements, and reminders.

Additional Features

-Procurement and Payables. It focuses on topics such as shopping for and purchasing goods and services, managing sponsored projects, and processing non-PO payments, and checking invoice status. This course will be facilitated by Oracle Payables. It focuses on topics such as shopping for and purchasing goods and services, managing sponsored projects, and processing non-PO payments, and checking invoice status. This course will be facilitated by Oracle Payables.

UC San Diego Travel: Before You Go

Faculty and staff who travel or book business travel can further their understanding of their travel-related policies, procedures, and reporting requirements. In this session, faculty and staff will learn how to submit a Travel Expense Report and how to reconcile a Travel & Entertainment Card, and how to take advantage of TripIt Pro. It is required prerequisite for registration.

The Financial Accounting Program (developed in partnership with Business & Administration) is a comprehensive, online, self-paced program that offers training at a basic to intermediate level. The program intends to establish consistent foundational knowledge across the diverse array of roles involved in financial accounting, to establish consistency in training and to support continuous learning at all levels. The program is fully funded by the Chief Financial Officer and offered to the Individual at no cost. The application period for Fall 2021 is September 6 - 17. Please note the required prerequisite for registration.

NGN Communication Access Recharge Rate Increase for Communication Users

The application period for Fall 2021 is September 6 - 17. Please note the required prerequisite for registration.

UC San Diego Financial Accounting Program Information Session

We invite you to attend our UC San Diego Financial Accounting Program Information Session on Tuesday, September 14, 2021 @ 1:30pm - 4:00pm. Additional information and updates related to Financial Accounting Program can be found in our YouTube channel. The recording will be posted on the UC San Diego Staff Learning Hub. If you have any questions or need additional information, feel free to contact us.

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UC San Diego Staff Learning Hub

Welcome to the UC San Diego Staff Learning Hub! This website is your one-stop-shop for all the latest information and resources related to the Financial Accounting Program, including upcoming events, training courses, and more. Please note the required prerequisite for registration.

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