Find answers, request services, or get help from our team at the UC San Diego Budget & Finance Support promotes training, tools, and communications to take full advantage of the financial system.

If there are other expenses claimed that relate to the G-28 Travel Policy (e.g., hotels and meals while traveling), you may submit an Events & Other Reimbursements Expense Report. If you used your T&E Card, select the Non-Event Expense category.

**Reimbursement for Virtual Conferences**

If you host a virtual conference, you must submit a conference request to the Travel & Expense portal. The requisition must be approved by the dean or department head before submitting the request.

**Tips & Tricks**

- **New Service Offering - Oracle BI Catalog Migration Request**: New announcement - the Oracle BI Admin team will ensure all BI structures are tested in the target environment. This includes testing authoring environments and development reports in the target environment. To request the migration of Oracle Reports or Objects, please contact the Oracle BI Admin team.

**Oracle BI Catalog Migration Request**

- **Oracle BI Team**
- **Oracle BI Report SDLC Implementation Timeline**: The Oracle BI Team is in the process of transitioning report development work into the Oracle BI Report SDLC. The implementation timeline is set to track the progress of the transition and ensure that all developers are aware of the changes.

**Oracle BI Catalog Migration Request**

- **Oracle BI Admin team**
- **Oracle BI Report SDLC Implementation Timeline**: The timeline is set to track the progress of the transition and ensure that all developers are aware of the changes. The timeline includes steps to take in the Receivables module, including the ability to edit the AR invoice between the time it is transferred from Contracts and the time it is received by Financial Management into Receivables (usually one hour from the time of invoice transfer). If your Outlook is associated with an email ending in @eng.ucsd.edu, you can refresh your BI portal and receive the Oracle BI Team's latest updates.

**How to Edit a Receivables Invoice to Change the PO#**

- **Details**: You can edit the invoice and change the PO# if you exceed the budget constraints. This is a software defect that has been fixed in the Oracle BI Catalog Migration Request. The PO# can be edited in the Oracle BI Catalog Migration Request to accommodate budget changes.

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