Annuouncements

Oracle Financials Cloud

Sign-in Admin Login Update

The sign-in admin login has been updated in Oracle Procurement and the Oracle Financials Cloud. Financials Cloud users no longer need to log in from their form factor, you may now use our login form in the Oracle Procurement landing page.

Click to see all system functionality issues, including financial processes and reports. The links and instructions are under the 'Tips & Tricks' section.

Getting Ready for Fiscal Close

On this edition we offer a new section to help you prepare for Fiscal Close:

- Cancel your Rejected Requisitions
- Submit Expense Reports for reimbursement
- Revising or Cancelling Purchase Orders
- Reassigning Requisitions
- Submitting Reimbursement Requests

For more information on these topics, please see the Finance and Accounting section.

Training & Support

Office Hours Support

Office hours have been posted for Access KBA, Concur, EPM, SNOW, FFOA, and SNOW. For a list of the available hours, please see the Training & Support section.

Concur Training & Expense

Submitting Group Travel Expense Reports

When submitting expense reports, remember that only expenses incurred by the group leader should be claimed on the Group Travel Expense Report. Remember that users and their delegates must reconcile Group Travel in Concur. For more information, refer to our KBA on reconciling Group Travel in Concur.

Tips & Tricks

Oracle Financials Cloud

Revising and Cancelling Purchase Orders

If a requisition is rejected, its commitment will persist in your PPM ledger. The individual who submitted the requisition can cancel the requisition by going to the requisition to create a PO Change Order in Oracle Procurement KBA. If you would like to cancel a requisition not belonging to you, you must first log into the requisition, click actions in the left-hand side, and then choose the 'cancel requisition' option.

About the Weekly Digest

Every Tuesday important updates related to financial processes, training, and support are delivered to your inbox. Our Announcements section includes important updates related to Oracle Financials Cloud and Concur Travel & Expense. For more information, please see the Training & Support section.