The Learning all there is to know about budget & finance can feel daunting.

**The Support Framework: Your Guide to Finding Help**

For additional questions on how to gather comparable airfare, please visit the Travel Policy on Air Travel document. For Procurement Card transactions, Concur configuration does not allow for us to include the Supervisor, Department Administrator (DA) or Financial Unit Approver on financial transactions. These notification emails will only go to the Cardholder and Delegate and will ensure it receives proper approvals.

**Oracle: Buying and Paying for PO Requisitioners**

Oracle: Buying and Paying for Financial Unit Approvers

For those who are unable to attend, we will be posting a recording of the session to our YouTube channel.

**Oracle: Buying and Paying for Financial Unit Approvers**

**IPS Local Office Hours**

Please note the following.

**An Expense Report is considered complete when these status in Concur states Unassigned, Not Submitted, Not Approved.**

**Unassigned, Not Submitted, Not Approved**

**When you upload an Expense Report to Concur**

**Download a Copy**

**Procurement Card Notification Email Enhancement**

For Procurement Card Expenses or Expense Reports that have the status "Review Hold" and "Unassigned, Not Submitted, Not Approved," we have added new statuses to the Procurement Card Notification Email. We have made changes to the frequency of when these notification emails will go out. In addition, we have also changed some of the language within the emails to provide more clarification on what action is being requested.

**What can I do to resolve these holds.**

**For Procurement Card-related questions, Call our UC San Diego Finance Help Line!**

**Call the UC San Diego Finance Help Line!**

Knowledgeable agents are standing by to assist you and answer questions.

**Please visit the Financial Management website for quick links to various resources available to you.**

**Watch recorded office hours and more on our UCPath and payroll FAQs**

**We truly sorry this delayed stabilization period has caused so much pain and instability.**

**In order to address ongoing concerns, we believe we are taking the proper steps to prioritize certain areas.**