Office Depot name change: Office Depot will officially change its name to ODP Business Solutions LLC on May 1. The Office Depot name change will include a new logo and a new tagline: “ODP makes work happen.” This change is designed to better reflect the company’s focus on business solutions and services. For more information, please visit the Office Depot website.

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, searching across UC San Diego requisitions and POs, ordering goods, processing nonPO payments, and checking invoice status. This course is designed for PO requisitioners who want to improve their understanding of the Oracle Procurement process. The course will be held on Thursday, May 5, 2022, from 9:00am to 11:00am.

Join Jamie Wheat and the Equipment Asset Management team on Tuesday, May 3, 2022, from 8:30am to 9:30am, to continue the discussion on how to link equipment POs to CAMS and physical inventory and learn how to update asset record fields on CAMS. This course will be especially valuable for individuals responsible for departmental purchases who want to further their understanding of buying on POs. To register for this course, please visit the UC San Diego Finance website.

Concur: Event and Expense Reimbursements

This course focuses on topics such as understanding policies for event and expense reimbursements, submitting both partial and complete event reimbursements, and general expense reimbursement rules. This course is designed for those who need to familiarize themselves with policy and would like to learn about the expense reconciliation process in Concur. It will be held on Thursday, April 28, 2022, from 9:00am to 11:00am.

Fiscal Year Close Preparations

This course will be especially valuable for individuals responsible for fund managers to all share their best practices with each other. At this week’s office hours, we’ll discuss transactions posted to the General Ledger with no project segment that are impacting the view of other reports. Use the Incorrect PPM Budget Resources report to identify both issues and potential solutions. This course will be held on Every Thursday, with the next office hours on April 28, 2022.

Watch recorded office hours and more on our UC San Diego Budget & Finance YouTube channel.

Fiscal Year 2022: Interdivisional Transfers

Reminder: Interdivisional Transfers have been posted to the General Ledger. For more information, please refer to the BI & Financial Reporting section below.

Planned Downtime: Oracle Planning and Budget Tool (EPBCS)

The Oracle Planning and Budget Tool will be in administrator-only mode on Planned Downtime: May 16, 2022, from 12:00am to 11:59pm. For more information, please visit the Planned Downtime: Oracle Planning and Budget Tool (EPBCS) page.

New Report Releases

A new report has been released on the Department Exceptions Panorama. The Incorrect PPM Budget Resources report provides a summary and detailed information about a single project or task, with links to project task details, project task summary, and project summary. This report is designed to help the Budget & Finance community, including faculty, staff, or students, understand how budget resources are being used. The report includes information on project task start dates and end dates, project task budget resources, and project task budget resource variances. To access the report, visit the UC San Diego Finance website.

BI & Financial Reporting

Oracle Planning and Budget Tool: New Report Releases

The following reports have been added to the Oracle Planning and Budget Tool: expanded project summary report, blink page for intercampus transactions, cash flow report, PPM budget by department, and PPM budget version history. To access these reports, visit the UC San Diego Finance website.

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