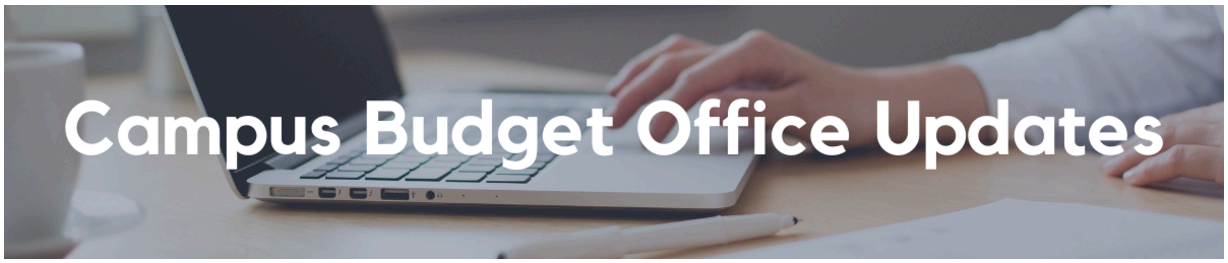



**December 7, 2021 | 49th Edition**




**Calendar Year Deadlines**
Review the 2021-2022 Holiday Closures Blink page for a list of calendar year deadlines for IPPS, OCGA, and the Library.




**Central Campus Assessments now in PPM**
Beginning in FY22, the following central campus assessments will be transacted into PPM at the Project & Task level:

- Auxiliary and Self-Supporting Activities (ASSA) Administrative Overhead
- Central Administration Differential Income (DI) Assessment
- UCOP Assessment

For revenue-based assessments (i.e. ASSA and DI), there will be a 5-month catch-up (June 2021 – October 2021) that is planned for the November ledger period cutoff.

Based on the FinUnit, Fund and Project chartstring where monthly revenue

posts, a look-up is performed to find the matching Task in PPM. If there is more than one Task that points to the same Fund and FinUnit, the assessment will be charged to the lowest numbered task.

In cases where there is no active Task that points to the FinUnit-Fund-Project combination where the revenue was received, assessment charges will post to the FinUnit's default project with detailed information in the Comment field so that charges may be transferred after a new task with matching Fund DFF is created. As a reminder, the PPM cost transfer feature can be used to reallocate the assessment charges to different Projects and/or Tasks as needed.

For revenue that is posted to Project # 0000000 in the GL, assessments will also post to Project # 0000000 as no Project/Task info is known.

For more information on ASSA and DI assessment rates, visit the SSA Guidance page on Blink. For questions related to all central campus assessments, please submit a Services & Support ticket using the following path so that it is routed to the appropriate contact(s) within the Campus Budget Office: *Budget & Planning > Central Campus Assessments > ASSA, DI OP Assessment.*




**New WalkMe Guidance**
New to Oracle and the Redwood UI Theme? Or even just new to the Redwood UI Theme? Learn more about WalkMe through this Blink page as it will offer additional support as you navigate the new Oracle layout. On the new Oracle homepage, WalkMe will provide short descriptions of what various tiles and buttons may do as you hover over them.

To see the WalkMe guidance in action, watch this excerpt of the December 2 Oracle Redwood Information Session.

**Additional Resources for Users - Oracle Redwood Toolkit**

- Oracle Redwood UI Blink Page
- Oracle Redwood Overview eCourse

    - Review this short eCourse for a comprehensive overview of how to navigate the new Oracle Theme.

- Oracle Test Non-Production Environment*
  (SSO required to view changes launching in production January 2022)
- Recorded Information Session from December 2

* You can view the upcoming Oracle Redwood UI changes in the Oracle Test Non-Production Environment - VPN and SSO are required. Since this is a test environment, data may not be the same as in production. If you experience issues during login, you can request access support by emailing financesupport@ucsd.edu with subject "Oracle Redwood Preview."




## Fund Management Office Hours

**Thursdays @ 11:00am - 12:00pm**

This Thursday, the Fund Management Office Hours will kick off with a discussion of how to calculate the Direct Retro amount when clearing a deficit, followed by open Q&A.




Watch Recorded Fund Management Office Hours

## Oracle: Buying and Paying for Financial Unit Approvers

**Thursday, December 9, 2021 @ 9:00am - 11:00am**

This course includes hands-on instruction on the use of Oracle Procurement & Payables. It focuses on topics such as reviewing for and populating POETAF information during the ordering process, approving requisitions and invoices, revising orders, and checking PO invoice status. This course will be especially valuable for individuals responsible for those responsible for approving requisitions and invoices on behalf of their financial unit.

**In Case You Missed It:**




IPPS' latest Hot Topics session focused on how best to prepare your transactions to meet the calendar year deadlines for the Procure-to-Pay and Travel & Expense spaces. Watch as our instructors go over key dates and review best practices.

*Click to access the Event Calendar on Blink, which showcases a consolidated view of Office Hours, Instructor-Led Training sessions, and Hot Topics. Be sure to try out the different calendar views in the upper right corner!*




**Concur: Allocation Training Video**
A new Concur training video has been published providing a detailed walk-through of the Allocation feature which allows end users to split funds in Concur. The Concur: Allocation training video covers what an Allocation is, how to create and save Allocations, and some tips & tricks to make allocating expenses in Requests and Expense Reports a breeze.

Each Tuesday, the Weekly Digest provides important updates related to Budget & Finance, including Oracle Financials Cloud and Concur Travel & Expense. Our goal is to deliver timely information that matters to you.

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