The course provides an overview of UC San Diego travel policy and procedure, including summarized guidelines, resources, travelers, preparers (Concur Delegates) and approvers. This course is intended for those involved in the process of trip reconciliation for business travel at UC San Diego, including

1:00pm - 3:00pm
Thursday, September 22, 2022
UC San Diego Travel: Reporting Expenses

Topics Covered:
- travelers, and financial managers who are familiar with Travel Policy G-28 and would like to learn about more advanced
- be especially valuable for employees who travel or book business travel and want to further their understanding of travel

The course will include an in-depth explanation of topics covered in the Concur Travel and Expense eCourse. This course will

9:00am - 11:00am
Tuesday, September 13, 2022
PPM Contract and Invoice Training

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, closing POs,
- processing nonPO payments, and checking invoice status. This course will be especially valuable for individuals responsible

Every Thursday
Fund Management Office Hours

Every Monday
Equipment Asset Management Office Hours

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

For more resources, visit the Budget & Performance Management Office Hours.

FYI Purchase Order Implemented
FYI Requisition Approved
Contracts
Project Budgets (Financial Plans)
Contract Invoices
Accounts Payable Invoices and Invoice Holds
...or any on your favorite calendar view. 

August 20, 2022 - 86th Edition
Campus Budget Office Updates

Tips & Tricks

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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. Not sure where to find answers? Get started using our Support Framework.