you need the card mailed to a different address, please follow the instructions.

T&E Card applicants may submit their:

- Electronic applications online
- Paper applications

If you have not received your new T&E Card, please contact IPPS via Services & Support.

You can confirm that you have the correct card by looking in the upper-left tile and selecting your rental agency of choice.

When purchasing commodities such as dry ice and liquid nitrogen from these:

- Praxair customers
- Airgas customers

Ordering from Praxair and Airgas:

- Please use the Goods – Multiple Shipments form when submitting placing 1x orders.
- Search “Praxair Dry Ice” or “Airgas Liquid Nitrogen” for best results when placing orders.
- You are not required to use a DIRECT Ship-To address for these.
- If you are already using a Ship-To address, please continue to use it.
- The Description field can be used to notate quantity, frequency of delivery, or any other notes.
- Please use the Goods – Multiple Shipments form when submitting placing 1x orders.

When using a quantity-based request form, do not group line items.

- Reference the quote in your line item description.
- When using a quantity-based request form, do not group line items.
- Do not perform a screen refresh on the requisition when using a quantity-based request form.

When using a quantity-based request form, do not group line items.

- Reference the quote in your line item description.

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- Reference the quote in your line item description.

Hot Topics: Lifting Commitments in Oracle Procurement & Payables

On July 13, 2021, a WalkMe build was implemented in Oracle Procurement Payables. Our WalkMe build allows for additional validation to your transactions, announcements, and reminders. Please install the WalkMe Browser Extension!

WalkMe adoption, however, only about 20% of all transactions are undergoing additional validation to your transactions, announcements, and reminders. As POs close automatically once its particular criteria has been reached, based on lifting commitments associated with requisitions, purchase orders, and invoices (e.g. Closing POs). Our instructor will walk through the system steps on lifting commitments associated with requisitions, purchase orders, and invoices (e.g. Closing POs). Our instructor will walk through the system steps.

In next week’s Fund Management Office Hours…

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

Topics

- Hot Topics: Lifting Commitments in Oracle Procurement & Payables
- Determining which transactions to focus your review on, and what questions to ask
- Review of past week’s issues and how to prevent future occurrences
- Key learnings from lifting commitments in Oracle Procurement & Payables for a general how-to, and then bring your specific commitment questions to the office hours. Ashlyn Bernal will host and answering your questions about lifting commitments. Attend the;

In next week’s Fund Management Office Hours on August 26, we will focus on:

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

Topics

- Determining which transactions to focus your review on, and what questions to ask
- Review of past week’s issues and how to prevent future occurrences
- Key learnings from lifting commitments in Oracle Procurement & Payables for a general how-to, and then bring your specific commitment questions to the office hours. Our instructor will walk through the system steps on lifting commitments associated with requisitions, purchase orders, and invoices (e.g. Closing POs). Our instructor will walk through the system steps on lifting commitments associated with requisitions, purchase orders, and invoices (e.g. Closing POs). Our instructor will walk through the system steps on lifting commitments associated with requisitions, purchase orders, and invoices (e.g. Closing POs).

Our goal is to deliver timely information that matters to you.

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