Billing Office Hours
Join us this Friday during our
Billing Office Hours to help you fix the error on the billing event which can still be deleted once generated as long as they have not been approved yet. You can only delete the scheduled process has generated the credit memo. This is a different behavior than invoices, however, and you should not be surprised if you can't delete invoices once they have been approved. Please note that if you have zeroed out or reduced the billing event, it must be submitted before the amount to be credited. The system will then run a scheduled cycle to update the invoice status. This process is documented in the Oracle Procurement & Payables Guide.

Oracle Catalog Updates
As we update our suppliers' catalogs to match their pricing for the new year, please note that they may become outdated within a few days of the update. We recommend checking the catalog to ensure the correct prices are being used.

EPBCS Training in Smart View (Optional for budget preparers using the Excel Smart View add-in)
This optional training will be particularly beneficial for employees who oversee multiple预算 cycles and not sure if you need to repeat training? Find out what has changed and what is new this year!

Oracle Budget: Budgeting Non-Compensation in Smart View
Oracle Budget: Budgeting Salaries & Benefits in Smart View
Oracle Budget: Budgeting Non-Compensation for Admin Units
Oracle Budget: Budgeting Salaries & Benefits for Admin Units
Oracle Budget: Budgeting Non-Compensation for Academic Units
Oracle Budget: Budgeting Salaries & Benefits for Academic Units

We are updating our resources to match the new year's pricing for the Oracle Catalog updates. Please check the catalog to ensure the correct prices are being used.

Concur: Selecting Health Approvers
When entering chart string information, Concur will save recent selections and display them at the very top of your search results – under the section “Recent Searches”.

Concur: Selecting Vendors
When selecting vendors in Concur, you can use the “Most Recently Used” and “Most Recently Used” sections to quickly access recent vendors.

Concur: Selecting Date Values
When selecting date values, search from the field's drop-down menu and select from the values shown below. This will ensure that you are selecting the correct dates.

Concur: Selecting Address
When selecting addresses in Concur, you can use the “Most Recently Used” and “Most Recently Used” sections to quickly access recent addresses.

Oracle: Buying and Paying for PO Requisitions
This course includes hands-on instruction on the use of Oracle Procurement & Payables. It will cover topics such as creating purchase orders, requisitions, and invoices.

BI & Financial Reporting
BI & Financial Reporting Needs YOU!
You may not be aware, but you are one of the matter experts! We will call on you for your input when we are developing reports that align with your business needs.

Walking through the Key Financial Reports
This course will walk you through the key financial reports generated by the Budget Office. You will learn how to interpret the data and understand the impact of various financial decisions.

STAR Dashboard Training
This course will explain the types of data you can find within the reports and provide hands-on instruction on how to use the STAR Dashboard.

New! Report Development Page on Blink
We have added a new page on Blink dedicated to report development. This page includes announcements, and reminders. WalkMe features will appear as blue help buttons (e.g. for our new Concur applications. We also use WalkMe to add additional validation to your transactions, rejections, and Concur applications. You will find information on how to complete various tasks, including errors you might encounter and what they mean, the impact of billable/non-billable transactions, and how to identify whether or not your billable transaction statuses and how to address them. This course will provide you with the knowledge and skills to address these issues effectively.

Instructor-Led Training sessions, and Hot Topics.
You can find information on upcoming instructor-led training sessions and hot topics on the Blink page for Report Development.

Tuesday, January 25th @ 1:00pm
Oracle Planning and Budgeting (EPBCS) Training - Smart View Ad Hoc Querying
This optional training will teach you how to use the Smart View Excel add-in to create ad hoc reporting against Oracle's EPBCS web application and solidify that knowledge through business-relevant follow-along exercises to see how to use the Smart View Excel add-in to create ad hoc reporting against Oracle's EPBCS web application and solidify that knowledge through business-relevant follow-along exercises to see how to use the Smart View Excel add-in to create ad hoc reporting against Oracle's EPBCS web application and solidify that knowledge through business-relevant follow-along exercises to see.