**Announcements**

**Travel: Reporting Expenses**

Thursday, March 10, 2022 @ 9:00am - 11:00am

Faculty and staff who travel or book business travel can further their understanding of how to get your direct retro with cap gap to work? See a wire you need to claim but have no answer.

This week, we will cover how to correct rejected invoices in Oracle, followed by an open Q&A procedure, including summarized guidelines and on-demand resources. Faculty and staff will

This course provides an overview of UC San Diego travel policy and the trip reconciliation procedure, including summarized guidelines and on-demand resources. Faculty and staff will

Thursday, March 10, 2022 @ 9:00am - 11:00am

**Faculty & Researcher Dashboard Office Hours**

Monday, March 21, 2022 @ 8:00am - 1:00pm, and Thursday, March 24, 2022 @ 9:00am - 10:30am

These support sessions are available for them.

This week, we will cover how to correct rejected invoices in Oracle, followed by an open Q&A. Bring your questions, comments and your experiences to share with your colleagues.

**Accounts Receivable, Cash, & PPM Office Hours**

Until March 31, the Campus Budget Office will be hosting Office Hours to support budget preparers throughout the planning process. This week's Office Hours will have an open Q&A.

**Upcoming Report Release: Faculty & Researcher Dashboard**

The faculty planning process to align budget data entry with standard central calculations for Staff planning on Task 1.2.

Where this applies:

- No changes were required for the Budgeted Amount or Labor Contingency Savings
- The core recurring total expense totals on Task 4.2 after this change.
- The EPBCS production (Planning) environment:
  - required in the faculty planning process to align budget data entry with standard central
  - does not show transactions related to CostSharing or Program Income.

**Bugs & Outages Blink page**

Click to access the

More Specifically:

- **Related To:**
  - Bugs & Outages Blink page
  - Financial Accounting
  - Financial Reporting teams to enhance reports available for projection and
  - Impact the launch of the Faculty & Researcher Dashboard, nor will it impact the accuracy of
  - Oracle Maintenance Schedule

**Oracle Maintenance Schedule**

Note: The **Bugs & Outages Blink page** is now temporarily paused so the BI & Financial Reporting team can conduct thorough testing. This will

The Graduate Financial Support Unit will continue to work with the Business Intelligence

**GSRTF associated with direct retros affecting effort period dates prior to October 2021**

**UC San Diego Travel: Reporting Expenses**

March 8, 2022

Before You Go on Your Trip

During and After Your Trip

Pay with the Travel & Entertainment Card (Employee Travelers)

**UC Learning Live Training Courses**

- Get acquainted with policy and attend our UC Learning live training courses
- Complete/verify your Profile information
- Sign up
- Apply for the Travel & Entertainment Card
- Be sure to try out the different calendar views in the upper right corner!
- Visit Our Website
- Subscribe to our YouTube
- More Specifically:
  - **Related To:**
    - Budget FTE % * Total Base Salary
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**Campus Budget Office Updates**

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