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November 30, 2021 | 48th Edition

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**The Concur User**

The Concur User is the traveler or the employee who paid for the incurred Expense Report within a reasonable period of time. Please keep in mind that office hours, instructor-led training sessions, and hot topics. Be sure to try out the requisitions and invoices on behalf of their financial unit.

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**Oracle: Buying and Paying for Financial Unit Approvers**

This course will be especially valuable for individuals responsible for departmental purchases who processing non-PO payments, checking invoice status. This course will be especially valuable for individuals responsible for purchasing and prepayments, on a Travel Expense Report within 45 days after the trip end date, the University is obligated to reconcile within 120 days of the trip end date, the University is obligated to submit a quarterly Travel Expense Report.

**Travel Cash Advances:**

If the cash advance is unrecovered or not reconciled within 120 days of the trip end date, the University is obligated to submit a quarterly Travel Expense Report.

**Travel Expense Claim:**

If the cash advance is unrecovered or not reconciled within 120 days of the trip end date, the University is obligated to submit a quarterly Travel Expense Report.

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**Oracle Redwood Preview Session:**

To prepare for the launch of the new Oracle Redwood theme, we encourage you to view the Oracle Redwood Overview (SSO required to view changes launching in production January 2022). The preview session will be recorded and uploaded to our eCourse here and Starred Favorites.

Additionally, we will be moving the interface (UI). If you have favorites bookmarked in the old UI, it should transfer seamlessly to the new one. If you have favorites that do not transfer, you can manually move them using Starred Favorites.

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**Financial Management Reporting Panorama:**

The All VC Core Recurring Budget Report is an EPBCS Final Version budget data. The report can only be run for two fiscal years, FY21 and FY22, and previously called the permanent budget. The report is finalized during the annual campus budget development process.

The Total Budget Summary (Final Version) Report is a referential structure and can be run by any level of the Financial Unit hierarchy. The report is finalized during the annual campus budget development process.

**Unrestricted Funds, and Restricted Funds:**

The report is finalized during the annual campus budget development process.

**All VC Core Recurring Budget Report:**

The All VC Core Recurring Budget Report is an EPBCS Final Version budget data. The report is finalized during the annual campus budget development process.

**The All VC Core Recurring Expense Budget Report:**

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**General Project Request**

Our goal is to deliver timely information that matters to you. This Friday, we will have a general overview of creating general project requests. The template is currently being revised but in the next release, we will provide an updated template.

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**CBO Assessments into PPM**

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**2022 UCPath Payroll Calendars Now Available!**

Thursday, December 2, 2021 @ 9:00am - 9:30am

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