Announcements

A砜Request: Graduate Student Stipends and Fees Corrections
We urge you to read this important reminder for all graduate students funds!

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August 3, 2021 | 31st Edition

Oracle Procurement: Budget & Finance Support

Tuesday, August 10 & Thursday, August 12, 2021 @ 8:30am - 9:15am

This training webinar consists of a 30-minute presentation followed by a Q&A session. Each webinar provides an overview of a new feature in Oracle Procurement that is now available to Shoppers. Shoppers must select the "Financial Process" button on each line item if it contains sensitive financial information.

Click here to view the webinar.

Oracle Procurement: Purchasing

Tuesday, August 3, 2021 @ 9:30am - 10:15am

This webinar focuses on the purchase order process. Participants will learn about the steps to setup and use an invoice to purchase order. This webinar will cover purchasing options and how to manage purchase order.

Click here to view the webinar.

Tips & Tracks

Superior Approver

Department's have the ability to add the appropriate Superior Approver to the expense or invoice. A Superior Approver must have the appropriate permissions to approve any of the department's financial processes.

Understanding the Concur Approver Role

Tuesday, August 10, 2021 @ 1:30pm - 4:00pm

This live course will include an in-depth explanation of Concur processes and features as they relate to a Supervisor Approver. Participants will learn about the role a Supervisor Approver has within Concur.

Supervisor Approver

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About the Weekly Digest

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