Announcements

Action Required: Grad Student Stipend and Fees Correction
We urgently need your help in correcting the fund sources used for FY2021 stipend and fee payments. PIs and financial managers are expected to see these changes on their campus recharge accounts and can make the changes needed to be authorized by graduate department/program coordinators by August 13.

Click here for more information.

Oracle Procurement: Budget and Financial Event Calendar
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 session provides an overview of a new feature in Oracle Procurement that is now available to Shoppers. Shopper must select the "Tolerance Management" link from the Shoppers' access window to access the appropriate features.

Click here to view.

Oracle: Budgeting & Financial Event Calendar
Thursday, August 5, 2021 | 31st Edition
This edition will provide an in-depth understanding of the Budgeting & Financial management. The team will discuss the process of maintaining budgetary and financial information such as funding, revisions, and any transitional issues.

Click here to view.

Support

Contact Us!

Tip & Tracks

Supplier Approvers
Department have the option of adding the appropriate Supplier Approver to the expenditure type lookup report with a new description search.

Enhancement Alert - Search by Description
You can now search your expenditure types by description to help pinpoint what account number to use?

You can now search your expenditure types by description! Need help finding which account number to use?

UCSD-DSH Project Information Lookup
UCSD-DSH Project Information Lookup is a tool that helps you to identify projects that require coordination and communication within a department in order to prevent any confusion or delays with Requests and Expense Reports.

Intended for preparers, hosts/payees, and financial managers who are familiar with policy and would like to learn about the expense reconciliation process in Concur.

Tuesday, August 10, 2021 @ 1:30pm - 4:00pm
This live course will include an in-depth explanation of Concur processes related to meetings, entertainment, and business expense reimbursements. Each session provides an overview of a new feature in Oracle Procurement that is now available to Shoppers.

Webinar: Event Calendar
Click to access the Event Calendar.

Supervisor Approvers
Supervisor Approvers are employees who have the authority to review and approve expenses and documents in Concur.

Click to view all.

Oracle: Buying and Paying for PO Requisitioners
Thursday, August 5, 2021 @ 9:00am - 11:00am
This course includes hands-on instruction on the use of Oracle Procurement & Payables. It focuses on topics such as shopping for and purchasing goods and services, searching across UC San Diego requisitions and POs, and closing POs. The course is designed to help employees understand the process of shopping for and purchasing goods and services.

Saturday, August 7, 2021 @ 9:00am - 11:00am
This course is designed to help employees understand the process of shopping for and purchasing goods and services.

Equipment and Concur Approvals Overview
This training webinar offers the Expenditure Type Lookup report with a new description search.

Oracle Procurement: Buying Research and Inventorial Equipment
This training webinar offers the Expenditure Type Lookup report with a new description search.

Tuesday, August 10 & Thursday, August 12, 2021 @ 8:30am - 9:15am
This training webinar offers the Expenditure Type Lookup report with a new description search.

Tuesday, August 10, 2021 @ 9:00am - 11:00am
This live course will include an in-depth explanation of Concur processes related to meetings, entertainment, and business expense reimbursements. Each session provides an overview of a new feature in Oracle Procurement that is now available to Shoppers.

Click to view all.

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Oracle: Buying Research and Inventorial Equipment
This training webinar offers the Expenditure Type Lookup report with a new description search.

Tuesday, August 10, 2021 @ 9:00am - 11:00am
This live course will include an in-depth explanation of Concur processes related to meetings, entertainment, and business expense reimbursements. Each session provides an overview of a new feature in Oracle Procurement that is now available to Shoppers.

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