June 1, 2021 - 22nd Edition
Budget & Finance Weekly Digest

Information on Departmental Action and Cutoff dates for Fiscal Closing 2020-2021 is posted to Blink.

Contracting Team	Sat, May 29, 2021 @ 9:00am - 11:00am
Thursday, June 03, 2021 @ 9:00am - 11:00am
Training & Support
- A general overview of available training offerings and how to schedule them.
- This course has recently been updated according to campus feedback to reflect new content, include new exercises, and focus on the most key Oracle Procurement & Payables concepts. This course will be especially valuable for employees who want to learn more about the lifecycle of their POs and invoices from creation to payment, especially those working with Financial Unit (OF, TR, or FP) Projects. This course will also be a helpful refresher for those with extensive experience with the Oracle application.

Contact Trinidad, Pearl for any questions.

Revolutionize Your Oracle Financials Experience	Sat, May 29, 2021 @ 1:00pm - 3:00pm
Thursday, June 03, 2021 @ 1:00pm - 3:00pm
Training & Support
- A general overview of available training offerings and how to schedule them.
- This course has recently been updated according to campus feedback to reflect new content, include new exercises, and focus on the most key Oracle Procurement & Payables concepts. This course will be especially valuable for employees who want to learn more about the lifecycle of their POs and invoices from creation to payment, especially those working with Financial Unit (OF, TR, or FP) Projects. This course will also be a helpful refresher for those with extensive experience with the Oracle application.

Contact Trinidad, Pearl for any questions.

Financials Cloud and Concur Travel & Expense Tips & Tricks	Fri, May 28, 2021 @ 10:30am - 11:30am
Tuesday, June 01, 2021 @ 10:30am - 11:30am
Training & Support
- A general overview of available training offerings and how to schedule them.
- This course has recently been updated according to campus feedback to reflect new content, include new exercises, and focus on the most key Oracle Procurement & Payables concepts. This course will be especially valuable for employees who want to learn more about the lifecycle of their POs and invoices from creation to payment, especially those working with Financial Unit (OF, TR, or FP) Projects. This course will also be a helpful refresher for those with extensive experience with the Oracle application.

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Budget & Finance Digest Week of June 1, 2021

New Financial Control

When submitting a ticket via the Services & Support portal, please be sure to include the appropriate document reference number (as applicable). This will allow for quicker resolution of cases. For Concur documents, also check to see if the PO has been created in Oracle Procurement & Payables.

When a request has been closed, please note that it will no longer be visible in the Services & Support portal. If you need to create another request in this case, please start a new request. This is important to ensure that we are able to properly track and manage our workload.

How to Claim Per Diem for Travel in Concur

Take a look at this new content, which includes guidelines on how to claim per diem for travel in Concur. This will be helpful for those who need to submit travel expenses.

Unclaimed Payments

Receipts KBA

Unclaimed Payments

Please continue to check the Unclaimed Payments KBA for any unclaimed payments that may need to be claimed. This is an ongoing process, and payments may still be available to be claimed.

Follow-up on Oracle Financials Cloud.

Cost Transfer Guide; How to Perform a Full, Split or Select Multiple

New section added to the weekly digest to help prepare you for Fiscal Closing 2020-2021.

Requests should be closed to lift the commitments. Concur users/delegates should move any pending transactions from Available Expenses onto the proper Expense Report(s) and, as applicable, submit them for approval before any critical dates. This will help ensure that the financial data is accurate and complete.

For legacy PPS data, the San Diego campus would utilize a "centralized model" as this is where the data is housed and managed. There are some UCSD-DSH Accounts Receivable Panorama queries available for use now, including the Receivables Aging Report to assist with identifying outstanding receivables. More queries will be added as UCOP ITS refines the approach.

The latest IFIS & PPS Mainframe Deprecation Notice (July '21) was posted to Blink.

More detailed guidance, including necessary follow-up actions and final tasks to Projects, Project Personnel Update, and these requisitions will not be submitted in the future, then these requisitions need to be closed to lift the commitments.

If you have Concur Travel or Event Requests with projects that are closing, and the request and transaction reconciliation.

From Jan-May 2021, the credits due from UCPath Direct Retros transferring - more detailed guidance, including necessary follow-up actions and final tasks to Projects, Project Personnel Update, and these requisitions will not be submitted in the future, then these requisitions need to be closed to lift the commitments.

IPPS will work with departments to resolve commitments following the end of the fiscal year.

If an invoice is received against a transaction that references a closed project, then action will need to be taken by the department to route the transaction to the appropriate project.

Details on how to close these requisitions are available in the UCOP ITS representative for San Diego Campus (Payroll/HR) receipt and reconcile the action on the PO. Transactions that are closed will not be able to be opened again.

Request and Transaction Reconciliation.

Tasks to Projects, Project Personnel Update.

Notify departments of required actions.

Update the Receivables Aging Report to ensure funds are set aside for the future.

We've added a new section in the Weekly Digest to help prepare you for Fiscal Closing 2020-2021.

Guide on How to Perform a Full, Split or Select Multiple.

Oracle Transaction Reconciliation.

IFIS & PPS Mainframe Deprecation Notice (July '21).

Follow-up on Oracle Financials Cloud.

Oracle Financials Cloud and Concur Travel & Expense Tips & Tricks.

New Financial Control.

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