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

Report ID for Expense Reports). For information on locating the Request ID or that you are providing the right type of ID number (Request ID for Requests; Allowance, or Per Diem, for meal and lodging expenses in Concur.

How to Claim Per Diem for Travel in Concur

Tips & Tricks
Note that this is not an introductory course. Participants should first complete request and transaction reconciliation.

New Training Project
Oracle: Procurement & Payables Concepts

Oracle: Buying and Paying for PO Requisitioners

Oracle: Cost Transfer Required

Announcements

Tuesday, June 8, 2021 @ 1:30pm - 4:00pm
Oracle: Procurement & Payables Concepts

Thursday, June 10, 2021 @ 9:00am - 11:00am
Oracle: Cost Transfer Required

Thursday, June 03, 2021 @ 9:00am - 11:00am
Oracle: Buying and Paying for PO Requisitioners

New Long-Term Care Processes for Accessing Legacy Data

Funding Entry Combination Request — Automation of General Project Chart Strings to Create Combinations

510.987.9094

Have questions about this edition? The best way to contact our Services & Support

About the Weekly Digest

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The Automation of chart strings for new Oracle General Projects is currently in

The project team will be sure to provide

Tayag, Alex

Trinidad, Pearl

Thach, Cam

UCSD representatives for San Diego Campus (Legacy Financial Data)

•     Submit Concur Events and Other Reimbursements Expense

•     Navigate to the Travel/Event Request

•     Click Cancel Requisition

•     Click Actions at the top right

•     Within the expense report, select Travel Allowance blue dropdown/link > allowance" at the bottom of the screen > Select Create New Report

We discovered that the Travel Allowance option at the bottom of the Report Header and select "No" if you do not need to create a travel allowance. Concur users/delegates should move any pending transactions from Available Expenses onto the associated

Proceed to Finalize all expenses and lift all committed costs

We have discovered that when the Travel Allowance is included in a Reimbursement, the system generates an error message: "The Request has a travel allowance but has not been finalised." This is

Please refer to these Budget & Finance KBAs for more detailed guidance, including necessary follow-up actions and final

We also found that the Funding Entry Combination Request — Automation of General Project Chart Strings to Create Combinations could be activated new OFC chart string

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