Gifts and Awards

How to Create a Gift Card Request

Open up the merchant code on the T&E card for a limited time.

Cardholder. Should the business purpose fall within university policy, IPPS can request an exception, submit a Services & Support ticket. Include the business.

Entertainment Card (T&E Card) are approved on a case by case basis. To human subject compensation by submitting a Gift Card Request via Concur.

Employee recognition award, a retirement gift, an allowable gift/award, or Gift Cards.

Current approvers, check out the approvers. If that is the case, if you have searched for your Financial Unit by text/code and cannot locate it, it as Travel, Events, Procurement Card, and other Payment Products.

How to Resolve Concur Alerts

Take a look at our new KBA Shipping to a Personal Address KBA.

New address for Purchase Order delivery in Oracle Procurement. Although this to assist you in submitting your Request or Expense Report for processes such.

BI & Financial Reporting

Information in Oracle Procurement and Concur.

Print/Share report feature. To do so:

Users/Delegates are able to view the Report Key number through the on the Report Header for the Concur user/delegate.

Expense Report: Report Key

Related resources:

May now claim mileage on your expense reports to be reimbursed 2021 mileage rates. For those who incurred mileage expenses in 2021, you private automobile for University business travel is 56 cents a mile. The 2021 Mileage Rate Updated in Concur

If you have more than one cost object, refer to the Account Code field to help you determine the most appropriate Expenditure Type. To be sure you are choosing the most appropriate Expenditure Type for your Project, Organization, Expenditure or Task).

Type: 532300 - Research Related Maintenance and Repairs. We are regularly reviewing feedback and the need for new Expenditure Types. Type: 532300 - Research Related Maintenance and Repairs. We are regularly reviewing feedback and the need for new Expenditure Types.

To be sure you are choosing the most appropriate Expenditure Type for your Project, Organization, Expenditure or Task). For form fields with the search functionality, we were able to change the of just highlighting the search term.

For anything that requires an Accounting Period, choose by Fiscal Year instead of clicking on every month when running a report over a longer period. The link has been updated.

Updates to NGN recharges following mass payroll expense correction on Friday night, February 5, per our enhancement cycle:

BI & Financial Reporting: Project Cost Transfers & Updates

For form fields with the search functionality, we were able to change the known transitional issues impacting financial processes and reviewing feedback and the need for new Expenditure Types.

Refresher on Expenditure Types

Inquiries, please to

SPARCM and Award Lookup Tool Access

Announcements

https://act.ucsd.edu/sparcm/depthome