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February 2nd, 2021- 5th Edition
Budget & Finance Weekly Digest

Travel & Entertainment Card
Gifts and Awards
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 purpose, the merchant from whom you would like to purchase the card [Target,]

Entertainment Card (T&E Card) are approved on a case by case basis. To

Financial Units will not appear in Concur if they do not have any assigned Financial Units Without Approvers

as Travel, Events, Procurement Card, and other Payment Products.

How to Add a New Non-Personal Deliver-to Address to Oracle

How to Add Comments and Attachments to Requisitions

Oracle Financials Cloud
referred to as a COA or charge account. You may also see POET referred to as

Depending on where you're looking in Oracle, you may see a chart string

Chart String and POET Terminology

Tips & Tricks
the feasibility of the request.

Oracle Financial Reporting: New or Enhancement Requests
The following report enhancements will be implemented in production on

dashboard:

UCSD-DSH Project Panorama
Related resources:
PI, Project Manager, and Fund Manager.

BI & Financial Reporting
Miss the Hot Topics: POET in Oracle Procurement and Concur session?
platform as well as the invitation and Payee registration process. The next
IPPS is continuing its recurring webinar series on Payment Compass into
Payment Compass Webinar
2/11/21:
Register for an Upcoming Webinar!

Training & Support
on the header.

In the last digest edition, we announced that the Report Key is no longer visible

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

Search Feature update
Now you can search for your chart string values by number and not by

Type: 532300 - Research Related Maintenance and Repairs. We are regularly
federally allowable research repairs/maintenance, use the new Expenditure
Expenditure Type
Account.

Accounts (CoA), and there can be more than one (1) Expenditure Type per
Management (PPM). Expenditure Types map to an Account in the Chart of
Expenditure Types represent the type of expense in Project Portfolio
Refresher on Expenditure Types
the

longer work. The link has been updated
SPARCM Department Users
accounting period
transfer) is made in UC Path, the recharge will correspondingly follow the FTE

Updates to NGN recharges following mass payroll expense correction on
NGN Recharges on Awards & Projects
review.

Team for review. This process may take a minimum of 3-5 business days,
registration in Payment Compass, the registration routes to the Supplier Setup
Expense Reports must be re-submitted to ensure they route through the
the application. The IPPS teams have returned the impacted Concur Requests
As of this morning, the Concur Approvers have been successfully loaded into

As announced yesterday, an important file error caused Financial Unit
Concur Request or Expense Report Approver Error Resolved!

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