Announcements

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9500 Gilman Dr, | La Jolla, CA 92093 US

View this email
Manage

expenses, then move the transactions from Expenses but not yet posted/accounted. University Card transactions are automatically imported into University Cards.

Reminder: Centrally-billed Procurement Card and Travel & Entertainment Card this budget development cycle!

A reminder that the instructor-led training!
Thank you to those who attended the first week of Oracle Planning and Budgeting
Tuesday, February 22, 2022 @ 9:00am - 10:00am
Hot Topics: From Cost Transfers to AP Cost Corrections
reconciliation process in Concur.
Tuesday, February 22, 2022 @ 9:00am - 11:00am
and the Concur processes for both Procurement Card request and transaction reconciliation.

This Friday, Marissa Prough, Sr. Director - PPM Strategic Design, will be discussing the PPM process. This week's Office Hours will have an open Q&A. Be sure to bring any topics that you questions.
Fund Management Office Hours
This week's Office Hours will have an open Q&A. Be sure to bring any topics that you

Campus Budget Office: Office Hours
requisitions and invoices on behalf of their financial unit.

This course will be especially valuable for individuals responsible for those responsible for approving
process, approving requisitions and invoices, revising orders, and checking PO invoice status. This
focuses on topics such as reviewing for and populating POETAF information during the ordering
This course includes hands-on instruction on the use of Oracle Procurement & Payables. It
Oracle: Buying and Paying for Financial Unit Approvers
Wednesday, February 9, 2022 @ 10:00am - 11:00am
Gift Funds Panorama Office Hours

We thank you for your continued support!
As of February 1, the
The Finance Help Line is Now LIVE!
Tips:
of these vanity emails, invalid approver emails may be displaying in some users'
emails were inadvertently imported into Oracle and Concur. Although ITS rolled back the import
Resetting
reports to be reimbursed appropriately.
those who incurred mileage expenses in 2022, you may now claim mileage on your expense
All mileage forms in Concur now calculate car mileage based on the

Within the 90 day period to post to the project. Note that FDP applies only to direct funded
In Oracle, awards under FDP have a Pre-Award Date which is 90 days before the official start
Pre-Award Date on Awards under Federal Demonstration Partnership (FDP)
The

Budget Version name should still start with the
Version Number + Description of The Action
Allocate
Favorite Allocation
Deallocate

Completing the Budget Version name can be cumbersome, especially when we want to apply

Using a few keywords
(e.g. Year 1, Year 2). Please see examples below:
90 day pre-award spending provision

Year 2 to Resources per Budget" OR "Year 2 to Task XX"

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