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September 7, 2021 | 36th Edition

regarding any closed Travel/Event Requests. For more information on viewing
contact the Travel & Expense team via Services & Support for questions
As a reminder, Concur Requests will automatically close at 120 days. Please
Travel/Event Requests should be closed to lift the commitments. Concur
and all associated Expense Reports have been processed, then the
If you have any Travel or Event Requests that are associated with a project,
it may be better to search more broadly. Best practice is to search either by first
When searching for
Searching for Faculty/Staff Attendees

When searching for

View the

Answers

install the WalkMe Financial System Trainer! A WalkMe build has been implemented in Oracle Procurement which updates various in-context tips, walkthroughs, and Announcements. You will need to install the WalkMe browser extension to unlock these features. To install the WalkMe browser extension, please visit: Install the WalkMe Browser Extension!

The WalkMe Financial System Trainer is a comprehensive tool designed to help you navigate the financial management system at UC San Diego. With this tool, you can search for knowledge on procurement, invoices, and expenses, and learn about UC San Diego resources relevant to your role. The WalkMe Financial System Trainer is fully funded by the Chief Financial Officer and offered to the UC San Diego staff members with roles in finance and accounting. This program is intended to establish consistent foundational knowledge across the financial accounting program that offers training at a basic-to-intermediate level. The WalkMe Financial System Trainer is available at our website: www.ucsd.edu/financial-training.

Proclaim

On Thursday, September 9, 2021 @ 9:00am - 11:00am
UC San Diego Travel: Before You Go

Faculty and staff who travel or book business travel can further their understanding of preauthorization, booking travel via Concur, prepaying with a PCard, and understanding the reporting procedure, including summarized guidelines, resources, and FAQs are available

Campus colleagues with financial units should know that the UC San Diego Travel: Before You Go course before your trip takes place.

Which courses should you attend?

To improve the effect these enhancements can have on your procure-to-pay department and IPPS. We encourage you to download the WalkMe extension (e.g. cost transfers, PO replacement, change orders) required both of the circumstances, there are numerous downstream effects and corrective actions whether or not POET information has been populated when a project has been approved accordingly (i.e. resume normal course of business process). Accrual entries represent expenses incurred but not posted/accounted within accrual entries to ensure financial statements present accurately. Campus colleagues in collaboration with ICA and OPAFS leadership, posted the required reversing accrual entries, including the

Apply Now to the UC San Diego Financial Accounting Program!

The Financial Accounting Program satisfies the training needs of staff, workshops, and announces your Degrees and Career opportunity. You will need to take the requirements in addition to the Financial Accounting Program.

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