Announcements

Oracle BI Office Hours Dates on June 30
Carynthed Balance Financials & Adjust 300000
As we approach the new fiscal year, we want to update you on the data integration and support for the fiscal year’s administrative deadline. This oracle only reflects the end positions on the balance sheet, so we recognize that this is a new data view to the Financial Unit and Project level.

The central oracle team is currently refreshing this impacted reports to support the financial positions from the year-end instead of Account 300000 for all managerial P&L reporting.

For a demonstration and further FAQs, please contact the Oracle BI Office Hours on Wednesday, June 30, 2021. Link to join: https://ucsd.zoom.us/j/93680320405

Step level and check your inbox for additional guidance, including commonly asked questions.

Upcoming IPSO Office Hours Schedule
In observance of the Independence Day Holiday, IPSO will not be hosting Office Hours on July 5th. Weekly Office Hours (June 28th and July 7th) will still be hosted. The regular Office hours schedule will resume starting, July 12th.

Getting Ready for Fiscal Close
We’ve added a new section in the Weekly Digest to help prepare you for Fiscal Close.

Department Contact Online Next Up
- July 7: (PD) Foundation and 1st Fund. Last day to request draw down several funds from the Foundation.
- July 7: (PD) AR Billing - non-student/non-patient AR invoices must be submitted in Oracle. Note the effective date on the invoice must be the date that the invoices were provided or the goods shipped.
- July 8: (PD) FMI Cost Transfer - Self-service cost transfer (in FOP) will be suspended for this week.
- July 8: (PD) Recharges via API for Applications. For activities having significant work-in-progress, the Concur work completion due date through June 30 should be included. Unprocessed errors must be resolved by the end of the month.
- July 8: (PD) Recharges using RBP API or AR [API is last day to submit and were released. The API allows for the release of direct to the invoice.
- July 9: (PD) Social Security: Self-service inheritance - Self - Submitting elimination (note: self-subsidiary transactions can be posted after 7/10).
- July 9: (PD) Dept deadline to transfer June Payroll costs posted to Deferrals from Deferral project in Oracle with status approved.

Information on Department Action and Cutoff dates for Fiscal Closing 2021-2022 is posted here. Please note that this page is subject to change and updates on our website becomes available under link (above) page at regular intervals.

Tips & Tricks

General
Here’s how to invite Supplier Contacts to Payment Compass
Payment Compass is a tool used to manage the payments and negotiations for invoices/payables for UC San Diego. You can invite a user to view their existing payable/payee profile via the instructions in our new KBA.
There are several additional KBA’s available that you can use to the system, or else take the time to check them exactly using Payment Compass in the Business & Finance Knowledge Base.

Concur Travel & Expense
Business Meetings and Entertainment
Information regarding COVID-19 and Event Planning and Attending can be found in the Return to Learn: COVID-19 Event Planning and Attending guidelines in addition to UC Entertainment Policy requirements when handling food in-person events and attending the Event Commissars as per the guidelines.

Adding Sufficient Allocation Data
When creating an event with your chart string, verify that you have added all of the COA (Fund, Financial Unit, Approver, Function) and/or POET (Project, Task, Expenditure Type) values required for the Concur document. If your Project is a Sponsored Project (begins with SP), please be sure to enter a Funding Source in the Concur form.

About the Weekly Digest
Every Tuesday important updates related to Budget & Finance, including Oracle Financials Cloud and Concur Travel & Expense, are delivered to your inbox. Our goal is to deliver timely information that matters to you.

Contact us
Have questions about this edition? The best way to contact our team is via https://finance.ucsd.edu.

Budget & Finance Weekly Digest
June 29, 2021 - 26th Edition

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