Concur processes for prepaying travel and claiming expenses after the business trip occurs in accordance with Travel Policy G-. Travelers, preparers (Concur Delegates) and approvers. The course provides an overview of UC San Diego travel policy and is intended for those involved in the process of trip reconciliation for business travel at UC San Diego, including this process.

### Upcoming Travel Webinars

- **Concur: Event & Expense Reimbursements**
  - Thursday, September 22, 2022
  - Join IPPS for our next session of Hot Topics! Learn how to book travel the Triton way, including the benefits of booking with Concur, Balboa, and Kahala.

- **UC San Diego Travel: Reporting Expenses**
  - Wednesday, September 14, 2022 @ 11:00am
  - New Blink Page:
    - Call the UC San Diego Finance Help Line! Knowledgeable agents are standing by to assist you and answer all your questions.

- **Oracle Update Coming Soon**
  - Oracle 22C Version Updates, etc.
  - Wednesday, September 28
  - For more information, please review the KBA on ANX-Internal Controls Blink page

### Tips & Tricks

- **Tips & Tricks**
  - Need your own email provider? Please use our UC email provider when you need to collaborate.

### Internal Controls Office Hours

- **Fund Management Office Hours**
  - Every Monday, 11:00am - 12:00pm

### Fund Management Office Hours

- **Project Classifications**
  - New Blink Page:
    - Based on suggestions from the Fund Management Office Hours, we have created a new table that lists Project Classifications.

- **New Blink Page**
  - Codes can be changed in the Categories and Class Codes, which are now being used to determine whether PPM costs are reported as year-to-date (YTD) or calendar year-to-date (CYTD).

- **Clear your cookies and cache in your browser settings or try an Incognito Chrome Browser.**
  - If you are still unable to login, submit a ticket. Do not reach out to the UCOP helpdesk.

- **Oracle Update Coming Soon**
  - For more information, please review the KBA on ANX-Internal Controls Blink page.

- **Locking Hardware, Access Control and Cabling Network products**
  - Anixter Locking Hardware, Access Control and Cabling Network products can be found in the new Anixter Punchout in Oracle.

### Announcements

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The Support Framework is designed to help the Budget & Finance community, including faculty or staff with financial responsibilities, identify their resources based on the following questions:

- What can I do on my own?
- Where can I get help?
- Who can help escalate?
- How do I suggest enhancements?

Bookmark or download a copy for quick links to various resources available to you.

Each Tuesday, the Weekly Digest provides important updates related to Budget & Finance, including Oracle Financials Cloud and Concur Travel & Expense. Our goal is to deliver timely information that matters to you.

Not sure where to find answers? Get started using our Support Framework.

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