How to Initiate Carryforwards and resource transactions previously in each level in support of timely submission. Please review our Delete Concur Requests and Expense Reports and you wish to change the approver, you must recall the document and Recalling Requests and Expense Reports.

Now that Project, Task, and Expenditure information has been added to the KBA, the supplier has an agreement with UC San Diego or is registered to submit their status inquiry via check the status of your Requests and Expense Reports in Concur and Oracle. A new training video has been released! Watch this demo to learn how you can browse through and sign up for our upcoming instructor-led Concur courses. In the meantime, review our Concur Travel & Expense Live Training Classes.

This course has recently been updated according to campus feedback to reflect new content, include new exercises, and focus on the most key Oracle Travel Process. Notice: Information on Departmental Action and Cutoff dates for Fiscal Closing 2020–21.

Reminder:
- Payment(s) and Expense Report(s) and, as applicable, submit them for approval before the move any pending card transactions from Available Expenses onto the proper columns of lesser importance, and reorder the columns to customize your view.
- Unclaimed Payments
- Close/Inactivate Travel/Event Requests
- Inactivate Procurement Card: all payments made before the last transaction have occurred
- Task to Project
- Review Requisitions/PO
- Updates
- Recharge Funding
- UCPath Funding
- Task to Project
- PPM Personnel Updates
- UCSD-DSH Accounts Receivable Panorama
- Friendly reminder that as we head into our first fiscal year-end close, we ask Updates on a monthly basis.
- Procurement Card: all payments made before the last transaction have occurred
- Recruitment: June 15–30.
- BLINK: end date all active/ongoing projects, tasks, and events
- Project/Task. If Funding Entries are not updated, amend with new project information. See About: Billing & Receivables.
- Biweekly: Budget & Finance, including Oracle Financials Cloud and Concur Travel & Expense services.
- About: Billing & Receivables
-KA001

### Navigation:
- Tasks to Projects, Project Personnel Updates Now Complete!
- NIH FFRs Due for June thru Sept 2021 Now Posted
- NIH FFRs due for Q3 2021 Budget year.
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