For Concur Non-Event reimbursements in Concur.

are considered employees for the purposes of processing Travel, Event, and Type when creating expenses is Payment to Employee. Student employees employee students who do not have a UCPath ID. Additionally, the Payment

proper Traveler Type (Travel) and Payee Type (Events) to enter in the Report

For Travel and Events Expense Reports that involve Student Employees, the

please refrain from providing the Request ID when referencing an Expense
determine your Request ID or Report ID, follow the steps in

Concur Request ID and Report ID

Validation holds on Concur invoices.

The Concur Invoice Date reflects the most accurate date (i.e. earliest

Concur Invoice Date

Lookup.

Please remove all bookmarks and redirect to the new Project COA Lookup Tool

With the new Project COA Lookup Tool, the following reports will no longer be

Report Sunset Alert

into your questions around this report and more!

this Wednesday, August 11, 2021 at 1:00pm - 2:00pm

projects based on the award/project information. Please attend our

This report will return the chart string combinations that are valid for your

MSO/DBO/CAO, Fiscal Manager, Project Fund Manager or Task Manager).

searchable by FinUnit, Project, Task, or Person Name (assigned as the

The Central Oracle BI team released a new Project COA Lookup Tool!!! It is

Project COA Lookup Tool Available in OFC

make it user-friendly and easy to find.

We have updated & relocated

Reporting At Your Fingertips

New Blink Update: BI & Financial

In Q&A at the end.

invoices (e.g. Closing PO’s). Our instructor will walk through the system steps

on lifting commitments associated with requisitions, purchase orders, and

Wednesday, August 25, 2021 @ 11:00am - 12:00pm

Hot Topics: Lifting Commitments in Oracle Procurement & Payables

valuable for those responsible for approving requisitions and invoices on behalf

revising orders, and checking PO invoice status. This course will be especially

Payables. It focuses on topics such as reviewing for and populating POETAF

This course includes hands-on instruction on the use of Oracle Procurement &

Thursday, August 12, 2021 @ 9:00am - 11:00am

Oracle: Buying and Paying for Financial Unit Approvers

session, with an overview of a new inventorial equipment feature in Oracle

This training webinar consists of a 30-minute presentation followed by a Q&A

Thursday, August 12, 2021 @ 8:30am - 9:15am

Oracle Procurement: Buying Research and Inventorial Equipment

Procurement that is now available to Shoppers.

information during the ordering process, approving requisitions and invoices,

Payables. It focuses on topics such as reviewing for and populating POETAF

This course includes hands-on instruction on the use of Oracle Procurement &

Wednesday, August 12, 2021 @ 9:00am - 11:00am

Oracle: Buying Research and Inventorial Equipment