Annuul August 10, 2021 | 32nd Edition

**Financial Reporting: Budget & Finance Support**

Budget & Finance Support promotes training, tools, and communications to take full advantage of the financial information system and support departments’ success in managing their fiscal responsibilities.

**Non-Event reimbursements in Concur.**

Type when creating expenses is Payment to Employee. Student employees (employee students who do not have a UCPath ID) and the Payment Header is Employee, not Student. Traveler/Payee Type Student refers to non-proper Traveler Type (Travel) and Payee Type (Events) to enter in the Report for Travel and Events Expense Reports that involve Student Employees, the Processing Student Employee Travel and Events Report, and vice versa.

**Validation holds on Concur invoices.**

Transaction date in the system matches the Concur Invoice Date. This will help in reducing the number of Project Budget transfers.

**Project COA Lookup Tool Available in OFC**

The Central Oracle BI team released a new Project COA Lookup Tool!!! It is necessary and will be sunsetted on October 1st, 2021.

With the new Project COA Lookup Tool, the following reports will no longer be findable. Please remove all bookmarks and redirect to the new Project COA Lookup Tool.

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**Oracle: Buying and Paying for Financial Unit Approvers.**

This course includes hands-on instruction on the use of Oracle Procurement & Payables. It focuses on topics such as reviewing for and populating POETAF information during the ordering process, approving requisitions and invoices, processing PO and invoices (e.g. Closing PO’s). Our instructor will walk through the system steps on lifting commitments associated with requisitions, purchase orders, and invoices (e.g. Closing PO’s).

**Funding prior to a start date or a direct retro after a Task has ended, these**

Any combination entered into Oracle on or after July 1, 2021 will be passed to UCPath, regardless of Task start/end date.

**Report Format Note**

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