KI8155: Budget Prep Data Update Non-Personal Services Search Issue

UPDATED: April 16, 2014

STATUS: Resolved via Release 3.14 on April 7, 2014.

IMPACT: The search function in the Budget Prep Data Update, Non-Personal Services now returns the correct Budget Period on the initial search.

ORIGINALLY POSTED: March 28, 2014

FUNCTIONAL IMPACT

ITS has been made aware that the search function in the Budget Prep Data Update, Non-Personal Services will return multiple years on the initial search. Users should verify that the correct Budget Period is selected prior to entering any update. Note that updates can only be entered after the Financial Extract has been completed.

FUNCTIONAL WORKAROUND

ITS is currently researching a solution to this known issue. In the meantime, follow the steps below for a functional workaround:

Navigation: BOR Menus > BOR Budget Prep > Budget Prep Data Update > Non-Personal Services

1. Perform initial search for all chart strings by clicking the Search button (notice multiple Budget Periods will be displayed).
2. Click to select any one chart strings to view (the Budget Period selected does not matter).
3. After the selected Non-Personal Services page opens, Click the Return to Search button.
4. Once the page is returned to the Non-Personal Services Search Criteria page, the Search Criteria will be prefilled with the previous search criteria (all Search Results will be displayed as was done previously, showing all Budget Periods).
5. Click the Clear button under the Search Criteria.
6. Perform Search again for any one or all chart strings and only the Current Budget Period for 2014 will be displayed.

MORE INFORMATION AND SUPPORT

For business impact emergency issues, contact the ITS Helpdesk immediately at 706-583-2001 or 1-888-875-3697 (toll free within Georgia). For non-urgent issues, contact the ITS Helpdesk via the self-service

support website at http://www.usg.edu/customer_services. (This service requires a user ID and password. E-mail helpdesk@usg.edu to obtain self-service login credentials.)

ADDITIONAL RESOURCES

For information about ITS maintenance schedules or Service Level Guidelines, please visit http://www.usg.edu/customer_services/service_level_guideliness. For USG services status, please visit http://status.usg.edu