Known Issue: KI9.2-58_EX Project Missing from Default Accounting for Expense Report

**POSTED:** December 15, 2016

**STATUS:** Active

After the application of Release 5.20, expense travelers and approvers are no longer able to enter a Project ID using the Default Accounting for Report action during Expense Report creation or approval.

The Project field is missing from the Accounting Defaults.
Navigation for traveler:
Employee Self-Service > Travel and Expenses > Expense Report > Create

Navigation for approver:
Travel and Expenses > Approve Transactions > Approve Transactions

OR navigate to the Worklist.

Functional Workarounds:
1. The Project field can be edited on each individual line of the Expense Report by the Traveler or the Approver.

2. The Expense Administrator can add the Project to the traveler’s Default ChartField Values on the Organizational Data tab of the traveler’s profile.
   • Travel and Expenses > Manage Employee Information > Update Profile

   Adding the Project to Default ChartField Values will make it automatically populate to every line on ALL expense transactions created by the employee.
Estimated Resolution:
This is an Oracle Known Issue and ITS is currently in the process of determining whether a temporary BOR fix can be applied to resolve this issue until the permanent Oracle fix can be applied.

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_guidelines. For USG services status, please visit http://status.usg.edu.