Announcement

TO: GeorgiaFIRST PeopleSoft Financials Users

POSTED: April 28, 2017

SUBJECT: Availability of FY2017 Year-End Sub-Module Cleanup and Processing Manual

The Fiscal Year-End 2017 Sub-Module Cleanup and Processing manual is being released today, Friday, April 28, 2017, and includes information related to ePro, Purchasing, Accounts Payable and Travel & Expenses.

For FY2017, the following Known Issues exist for the eProcurement/Purchasing Module and could affect Fiscal Year-End Cleanup. Please visit the Known Issues section of the GeorgiaFIRST Financials website for details (http://www.usg.edu/gafirst-fin/known_issues).

- KI9.2-49_PO – Process Option Changes for Maintain Purchase Order and Express Purchase Order pages
- KI9.2-54_PO – Monitor Approvals: Workflow Not Updated When Reqs & POs reassigned
- KI9.2-59_PO – Purchase Orders Closed with a Budget Error or Not Chk’d Status
- KI9.2-61_PO – Pre-encumbrances Not Liquidated for Requisitions Closed in Requester’s Workbench

In Travel and Expenses, a decision was made at the start of Fiscal Year 2017 not to encumber Travel Authorizations. As a result, “Identifying Hanging Encumbrances and Open Balances on Travel Authorizations” has been removed from this manual.

Related Documentation
The Fiscal Year-End 2017 Processing and Closing Manual provides detailed information on Year-End processing and closing. This manual is not yet available. You will receive an announcement when the Processing and Closing Manual has been released.

To view the latest documents and the Year-End Manual(s), refer to the Fiscal Year-End section of the Documentation page on the GeorgiaFIRST Financials website: http://www.usg.edu/gafirst-fin/documentation/category/fiscal_year_end
MORE INFORMATION and SUPPORT

BUSINESS IMPACT EMERGENCY ISSUES CONTACT ITS HELPDESK IMMEDIATELY
706-583-2001, or 1-888-875-3697 (toll free within Georgia)

ALL OTHER NON-URGENT ISSUES contact ITS Helpdesk via Self-service support website
http://www.usg.edu/customer_services (requires a User ID and password, email
helpdesk@usg.edu to obtain credentials)E-mail: helpdesk@usg.edu

ADDITIONAL RESOURCES
ITS Maintenance Schedule and Service Level Guidelines:
http://www.usg.edu/customer_services/service_level_guidelines/