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## Announcement

**TO:** GeorgiaFIRST PeopleSoft Financials Users

**POSTED:** May 31, 2018

**SUBJECT:** Budget Prep Export Training

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GeorgiaFIRST PeopleSoft Financials will hold two WebEx training sessions geared towards Budget Prep users and their HR practitioner. We are holding two identical sessions to ensure that as many people as possible have the opportunity to participate, as we will cover both the Financials and OneUSG processes related to Budget Prep. In addition to covering steps needed to export data, we will also provide examples of data cleanup that may be required to load your budgets in OneUSG successfully.

We encourage anyone who is responsible for the FY2019 Budget Prep process to register and attend one of the following sessions.

**Session 1:**

Date: June 6, 2018

Time: 2pm-4pm

Registration Link:

<https://borusg.webex.com/borusg/onstage/g.php?MTID=e9ef826c395f56d37b160da6b5689094a>

Password: 1234

**Session 2:**

Date: June 7, 2018

Time: 10am-12pm

Registration Link:

<https://borusg.webex.com/borusg/onstage/g.php?MTID=ec46c86b32236e673434514c08947d2c5>

Password: 1234

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**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](http://www.usg.edu/customer_services). (This service requires a user ID and password. E-mail [helpdesk@usg.edu](mailto: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](http://www.usg.edu/customer_services/service_level_guidelines). For USG services status, please visit <http://status.usg.edu>.

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