
Announcement

TO: GeorgiaFIRST PeopleSoft Financials Users

POSTED: March 29, 2018

SUBJECT: Availability of FY2018 Year-End Sub-Module Cleanup and Processing Manual

The *Fiscal Year-End 2018 Sub-Module Cleanup and Processing* manual is available today, Thursday, March 29, 2018, and includes information related to ePro, Purchasing, Accounts Payable and Travel & Expenses.

For FY2018, the following Known Issues exist for the eProcurement/Purchasing Modules 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

Related Documentation

The *Fiscal Year-End 2018 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: https://www.usg.edu/gafirst-fin/documentation/fiscal_year_end_and_chart_of_accounts

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>.

