
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/