Weekly Bulletin No. 653, Week Commencing Monday 23rd January 2017

1. System Availability - Tuesday 24th and Thursday 26th January

The CUFS system will be unavailable during the vulnerable periods of 6am to 9am on Tuesday 24th and Thursday 26th January, this time will be used for system maintenance.

Issued by Michelle Bond - Lead Functional Analyst

2. Science Warehouse Marketplace Maintenance notification

Please be advised that there will be a period of maintenance time between 6.30pm and 8.30pm on Thursday 26th January 2017 to allow for a scheduled software release.

Marketplace will be off–line during this time. We apologise for any inconvenience caused.

Issued by Janice Sutton - eProcurement Manager

3. Reminder Finance User Group Meeting (FUG) - Friday 27th January

The next Finance User Group Meeting is on Friday 27th January at 9.30 am in the Todd-Hamied Room, Department of Chemistry.

Papers and dates are available from the Finance User Group webpage, everyone is welcome.

For more information regarding the meetings please email Jo Hall.

Issued by Michelle Bond - Lead Functional Analyst

4. New capability to add ‘Owner’ and ‘Category’ information to Cost Centres on the GL enters limited rollout

The Finance Information Delivery Framework (FIDF) project has introduced a new capability that allows departments to upload additional ‘owner’ and ‘category’ information to their Cost Centres (or combinations of Cost Centres and Sources of Funds) on the General Ledger (GL). This new information will sit alongside the existing Chart of Accounts and support greatly improved reporting and analysis at a local level.

Who is involved in this rollout?

The number of participants initially involved in the rollout is being restricted – so that any teething issues can be resolved before the capability is offered to all departments.

A list of those departments currently involved is available here.

When will other departments be allowed to participate?

It is likely that other departments will be invited to participate during Phase 4 of the FIDF project – from May 2017 onwards.

Should you wish to be considered for inclusion before then, please discuss with your School Finance Manager in the first instance.
How will non-participants be impacted?

Non-participants will also be able to see (and also run) a small number of new reports that have been developed to support this initiative. These are updated variants of existing outputs – with the inclusion of additional ‘owner’ and ‘category’ fields. Unless you are directly involved in the rollout and have uploaded such information to CUFS, these additional fields will not be populated. Reports initially available include:

- Account Analysis - Transaction Detail Filtered By Categories - Excel Version (UFS)
- Account Analysis - Transaction Detail with Categories - Excel Version (UFS)
- Budget Report - Comparing to Actual with Categories - Excel Version (UFS)

Aside from the fact that you can see and run these reports, there should be no other impact.

Where can I find out more?

The Finance Information Delivery (FIDF) project website has recently been updated – and this is a good source of information.

You can also contact the project team via email at Finance_Information_Delivery_Project@uis.cam.ac.uk if you have any questions, or would like to get more involved in the project.

5. Marketplace supplier: eBioscience

Following the acquisition of e-Bioscience by Thermo Fisher Scientific, the current e-Bioscience Marketplace catalogue will be made inactive effective 23rd January 2017.

We are working with Fisher Scientific to ensure existing product ranges and previously ordered items are made available via the Fisher catalogue.

If you have any questions please contact Fern McCall, fm439@admin.cam.ac.uk

Issued by Janice Sutton - eProcurement Manager

6. iProcurement courses in February

**iProc 1 : Getting started in iProcurement**

- **Wed 8 Feb**
- This course is aimed at new iProcurement users and provides an introduction to using iProcurement for creating requisitions and purchase orders.
- For more details and to book a place please go to https://www.training.cam.ac.uk/fin/event/1825302

**iProc 2 : Month end processes in the Buyers work centre**

- **Wed 28 Feb**
- This course covers the various month-end reports and processes that need to be completed within the iProcurement module.
- For more details and to book a place please go to https://www.training.cam.ac.uk/fin/event/1825334

Issued by Karen Sheldon - Finance Training

7. CUFS Downtime – Sunday 19th February

As part of the essential maintenance of the infrastructure that underpins CUFS there is an ongoing exercise to move to a new storage area network. To complete this exercise CUFS will need to be taken off line for one day.

This downtime is planned to take place on **Sunday 19th February** to minimise any impact on end users.

A reminder will be issued nearer the time.

Should you have any queries about this notice please contact Jo Hall: jo.hall@admin.cam.ac.uk

Issued by Jo Hall - Head of Financial Systems
8. CUFS Patching Project and changes to Java requirements

As announced previously at the Finance User Group meetings and in separate email communication a project is now underway to apply critical security and application patches to bring CUFS up to date and to address some outstanding issues. Much of this work will take place in the background and will be invisible to CUFS Users. However there are a couple of key points that you will need to be aware of over the coming months:

Immediate impact - Java changes from Tuesday 13th December

The latest version of Java now tested and supported for use with CUFS has moved to version 1.8.0_111 with effect from Tuesday 13th December.

Please be aware that this does not mean you have to upgrade the version of Java you currently work on, but you are strongly recommended to do so at a time suitable to you and your Department. A separate communication will be issued by UIS to your Computer Officer to advise on this shortly.

Future impacts

- Testing of interfaces to and from CUFS commenced at the end of December - a separate communication has been issued to those responsible for such interfaces to arrange suitable times for this to take place.

- End User Testing of the patching will take place during week commencing 27th February 2017. Taking the lessons learned from previous patching projects this testing will be managed within Central Finance to minimise the impact on Departments as much as possible.

- The project will complete with CUFS downtime over the Easter Bank Holiday (Friday 14th to Monday 17th April 2017) when CUFS will not be accessible. Access will be restored on the morning of Tuesday 18th April.

Should you have any queries about this project please contact Jo Hall: jo.hall@admin.cam.ac.uk

Issued by Jo Hall - Head of Financial Systems

9. Monthly Accounting Timetable

To view the status of the monthly process including the month end close dates please use the following link: Accounting Timetable

Bulletin Archive