Weekly Bulletin No. 661, Week Commencing Monday 20th March 2017

1. Cognos: Server Improvements - Tuesday 21st March

Server improvements are being undertaken by our UIS colleagues on the morning of Tuesday 21st March during the vulnerable period. As a result Cognos will not be available to users until 9.30am on that day.

Please address any queries to the Finance Reporting Helpdesk

Issued by Hazel Pettit – Finance Reporting Manager

2. Marketplace: Routine Maintenance

Please be advised that the Marketplace will be unavailable between 6.30pm and 8.30pm on Thursday 23rd March 2017 to allow for scheduled maintenance.

We apologise for any inconvenience caused.

Issued by Heather Twinn - Procurement Services

3. iProcurement course spaces and an additional AR course date

iProcurement Part 1: Getting Started in iProcurement
31st March 2017

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 see https://www.training.cam.ac.uk/fin/event/1825430

AR Part 2: Adjustments and set up in Accounts Receivable
6 April 2017

This course covers the essentials for keeping your AR accounts in order. In addition to showing you how to make corrections, receipt foreign currencies and the required month/year-end reports we will also show you how you can save time by setting up memo lines, sales persons and receivable activities for your department. For more details and to book a place see https://www.training.cam.ac.uk/fin/event/2102027

Issued by Karen Sheldon - Finance Training

4. Monthly Accounting Timetable

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

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