Weekly Bulletin No. 691, Week Commencing Monday 16th October 2017

1. System Availability: Tuesday 17th October

The CUFS system will be unavailable during the vulnerable period of 6am to 9am on Tuesday 17th October, this time will be used for system maintenance.

Issued by Michelle Bond - Lead Functional Analyst

2. Resetting your own CUFS password

As from Tuesday 17th October, there will be a link on the CUFS login page where CUFS users can reset their own password. By clicking on the ‘Forgotten password’ link, a screen will display where the user enters their CRSID into the ‘User Name’ field and clicks on ‘Forgot Password’. This will generate an email to the users mailbox containing a link to complete the reset.

Guidance notes can be found here.

If there are any issues with resetting of CUFS passwords, please contact the Helpdesk Hub UFS_HelpdeskHub@admin.cam.ac.uk.

Issued by Michelle Bond - Lead Functional Analyst

3. Salary Drill Down Functionality

The new salary drill down functionality that was advised at the last FUG (Wednesday 27th September) has not yet been released to LIVE. We anticipate that this will be released by the end of the month. We apologise for any inconvenience this may cause.

Issued by Michelle Bond - Lead Functional Analyst

4. iProcurement 2 (Month end processes in the Buyers work centre) Thu 19 October 2017

Don’t miss out on the second part of the iProcurement training. Learn about month-end reports and processes that need to be completed within this module. You will also be shown how to personalise and work with the Buyers Work Centre. For more details and to book a place please go to: https://www.training.cam.ac.uk/fin/event/2215087

Issued by Christine Rogerson - Finance Training

5. Barclays Bank – Sort Code Change

As a result of new rules put in place by the government all major banks are having to review their current structure and make appropriate changes to ensure they are compliant. Part of Barclays’ restructuring has resulted in a change to our sort code following the separation of their retail and corporate banking activities. https://www.home.barclays/about-barclays/ring-fencing-explained.html

The University’s current sort code 20-17-19 and IBAN will change over the weekend of 20th – 21st January 2018 and a new sort code will be issued on Friday 19th January 2018. There will be no changes to account numbers.

Engagement has taken place with Barclays early in the migration process and a working group has been created with collaboration between Finance Division and UIS to ensure that internal system impacts and processes are addressed well in advance of the changeover to ensure a smooth transition.
Further updates will be provided over the forthcoming weeks, in the meantime if you have any queries please raise them.

Issued by Heather Davis - Treasury and Investments, and Chris Patten - Head of Accounting Services

6. 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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