Volume 37 as of October 30, 2015

**Announcements**

- **Month End:** Monthly financial reports for October will be available to run on November 6th, 2015.
  
  **Note:** Users will need to manually run, or schedule the Transaction Details Printable (NCL) URF0985 report. For steps on how to schedule select reports, Quick Reference Cards can be found on the Materials: Quick Reference Cards, within the Schedule Reports section.

- The Integrations Schedule has been updated for November and published to Calendar >Integration Schedule page.

- Our roaming UR Financials Genius Bar has been scheduled on November 10th at the Medical Center. For users that have post close reporting questions, sign up for a 15 minute time slot and add your question to the My Comments field. Remember to add this to your personal calendar.

**Reminder:** Quick Reference Cards are available to quickly help users on how to run common financial reports. These are found on the Materials: Quick Reference Cards page of our website. In addition, a link to these can also be found within the UR Financials system, Financial Reports Menu.

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**Impacted Users**

1. **New Reports:** None at this time

2. **Updated Reports:** None at this time

3. **Deprecated Reports:** None at this time

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**Tips and Tricks**

**How to Set up the Award Line Summary of Funds URF0983 as a Scheduled Report**

Use this Quick Reference Card within the Scheduled Printable Summary Reports section to set up scheduled reports.
To unsubscribe from the URFINANCIALSUSERS list, click the following link:
https://lists.rochester.edu/scripts/wa.exe?TICKET=NzM1OTMxIGNpbmR5LmZyb250ZXJyZUBST0NIRVNURVIuRURVIFVSRklOQU5DSUFMU1VTRVJTIH7uP9YrvMjq&c=SIGNOFF