This UR Financials Newsletter contains recent system updates and changes within the UR Financial (Workday) system. Previous volumes are located on the UR Financials website Newsletter page. Volume 9.0 as of April 17, 2015.

### Announcements

#### New Reports
- None at this time

#### Updated Reports
- None at this time

#### Deprecated Reports
- None at this time

#### Tips and Tricks

**Item** | **Topics of Interest** | **Effective Date** | **Support Contact**
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1.0 | None at this time | | |

**Item** | **Topics of Interest** | **Effective Date** | **Support Contact**
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2.0 | None at this time | | |
3.0 | None at this time | | |

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**All Users**

- Find Payments URF0963 - the Supplier Invoice Adjustments were showing as positives and should now show as negatives.
- Project LTD Budgetary Balance Summary - Monthly Ledger by Spend Category (NCL) URF0916 - currently is returning incorrect values. The fix has been moved to production.
- Due to a recent change, seats are available for the April 23rd **NCL Reporting Basics class** now located at the **Medical Center: Teaching Learning Lab room 2-8513**.
- The final installation of **Report Workshops** will be held in April for current UR Financials users. Sign up now!

**Grant Users**

- Replay of the **Grants Management Reporting Demonstration & Discussion** presentation, is now available on the **Training Snippets** page for those who had missed this event on March 27th. View this to learn more about Grants Management ‘Big 3’ reports and how best to use them.

See the **Tips and Tricks** section below to view by a specific Topic.

**Note:** This recorded event can only be accessed within the UR network.

- The **Expiring Award Term List (NCL) Quick Reference Card** is now available on the Training Materials page within the **Grants Reporting** section. This report was highlighted as one of the “Little 3” reports for Grants Management in the Grants Management Reporting Demonstration & Discussion presentation.
Please locate all updated Quick Reference Cards (QRC) from the Training Materials page. Previous volumes of the UR Financials Newsletter may not contain updated links to new versions of QRCs.

There is much value in viewing the entire Grants Management Reporting Demonstration & Discussion presentation video to hear detailed questions asked and answered. What if you wanted to jump to a specific topic?

Follow these simple steps to move directly to specific sections.

**Navigating the video player:**

1. From within the video player, locate the progress bar at the bottom of the screen.
2. Hover over the Progress Bar to see an additional timeline marker in black. As the mouse moves across the progress bar, the timeline marker will update with the exact time (Hour: Minutes: Seconds).
3. Click the progress bar at the time mark you want to view.

Use this timeline marker to scroll to one of the Topic time marks below.

<table>
<thead>
<tr>
<th>Recorded Presentation Topic</th>
<th>Section Time Mark (Hour: Minutes: Seconds)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Terminology and Report Structure (types)</td>
<td>0:04:59</td>
</tr>
<tr>
<td>The &quot;Big 1&quot; report: Manager Financial Report</td>
<td>0:24:55</td>
</tr>
<tr>
<td>The &quot;Big 2 report&quot;: Award Budgetary Balance Report</td>
<td>0:39:27</td>
</tr>
<tr>
<td>The &quot;Big 3 report&quot;: Monthly Transactions Printable Report</td>
<td>0:48:48</td>
</tr>
<tr>
<td>The &quot;Little 3&quot; reports</td>
<td>0:56:05</td>
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<tr>
<td>Demonstration/Analysis of reports within UR Financials: Manager Financial Report</td>
<td>1:06:30</td>
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<tr>
<td>Comments and Questions</td>
<td>1:27:21</td>
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<tr>
<td>Demonstration/Analysis of reports within UR Financials: Award Budgetary Balance report</td>
<td>1:34:21</td>
</tr>
<tr>
<td>Demonstration/Analysis of reports within UR Financials: Monthly Transactions Printable Report</td>
<td>1:51:08</td>
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<td>Viewing a Grant and Grant naming conventions Viewing an Award, Award Line Details, Rate Agreement</td>
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<tr>
<td>Comments and Questions</td>
<td>2:15:09</td>
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