



Financials and Supply Chain Management Image 57 Overview

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Introduction

The Image/Upgrade Overview Document is intended to provide ctcLink users with a summary of the changes that will be made in the system as a result of the upcoming image or PeopleTools upgrade implementation. Oracle releases multiple PeopleSoft updates, called images, for each pillar every year. Each Image contains bug fixes and features that are important for PeopleSoft to work well. PeopleTools upgrades update the underlying framework of the system. There are minimal changes that are noticeable to the end users. Below is an overview of the changes that you can expect to see as part of this upgrade.

Customer Contracts

Fluid Customer Contracts WorkCenter

A fluid Customer Contracts WorkCenter has been implemented. Because the My Work items are not identical in the fluid and classic Customer Contracts WorkCenters, both types of WorkCenters remain available in ctcLink. The items in the Links, Queries, Reports, and Processes groups the fluid WorkCenter are identical to those in the Links, Queries, Reports, and Processes pagelets in the classic WorkCenter.

Navigation

Fluid Customer Contracts Home Page > Fluid Contracts Workcenter tile

Image: Fluid Customer Contracts Homepage Showing New Fluid Contracts WorkCenter Tile

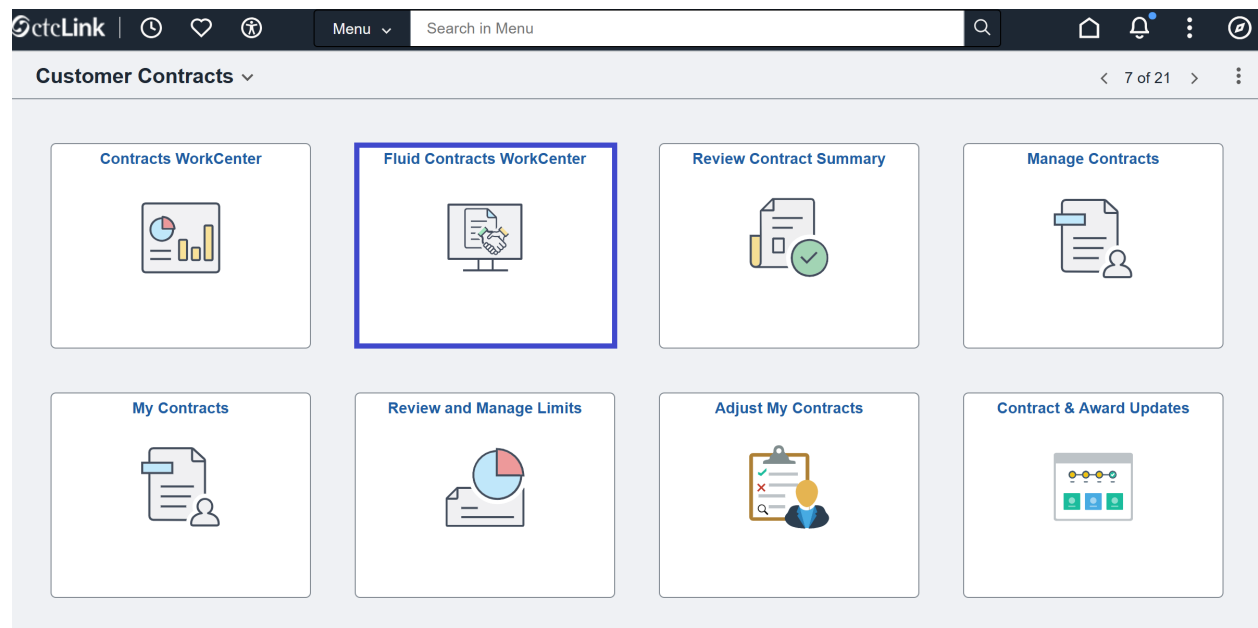


Image: Fluid Contracts WorkCenter My Work Group

Contracts WorkCenter	
 	
▼ My Work	
Contract Setup & Maintenance ▼	
Awards to Generate	235
Contracts for Activation	274
Billing ▼	
Plans In Pending Status	53
Invalid Bill Plans	187
Plans On Hold	21
Past Due Billing Events	1799
Revenue ▼	
Plans In Pending Status	2
Plans On Hold	

The Invalid Bill Plan item is new to both the fluid and classic WorkCenters and allows users to determine and correct issues with a contract's billing plan, such as an invalid customer/grant sponsor address or billing contact. Issues can occur at any time during the grant as globally-maintained customer/grants sponsors get updated in the Customers module, so checking for Invalid Bill Plans in the contracts WorkCenter prior to preparing monthly grant billings can be helpful.

Image: Fluid Contracts WorkCenter Invalid Bill Plans

Contracts WorkCenter

My Work

Contract Setup & Maintenance

Awards to Generate235

Contracts for Activation274

Billing

Plans In Pending Status53

Invalid Bill Plans187

Plans On Hold21

Past Due Billing Events1799

Invalid Bill Plans

*ViewUnassigned

Actions	Invalid Value	Business Unit	Contract	Contract Name	Plan ID
⋮	Bill To Address	WA	000000000000000004550		B101
⋮	Bill To Contact	WA	000000000000000004372		B101
⋮	Bill To Contact	WA	000000000000000005167		B101
⋮	Bill To Contact	WA	000000000000000004258		B101
⋮	Bill To Contact	WA	000000000000000004259		B101

From the workcenter, the user can select the Related Actions icon and choose Open Bill Plan to make the correction.

Image: Invalid Bill Plans Related Actions

Actions	Unassigned	
Place on Hold		
Update Contact		
Open Contract		
Open Bill Plan		
Assign to Me		
Exception History		
Mark as Inactive		

Business Unit	Contract	Contract Name	Plan ID
WA	000000000000000004550		B101
WA	000000000000000004372		B101
WA	000000000000000005167		B101
WA	000000000000000004258		B101
WA	000000000000000004259		B101

QRGs

[Customer Contracts WorkCenter](#)

[Customer Contracts Homepage](#)

Classic Customer Contracts WorkCenter

There are minor changes to the My Work pagelet in the classic Customer Contracts WorkCenter. The prior My Work pagelet had the following items under the headings of Pre Process Exceptions and Process Exceptions.

Pre Process Exceptions

- Billing Plans Requiring User Action

- Revenue Plans Requiring User Action
- Billing Events Not Processed
- Revenue Events Not Processed
- Contracts Lines Missing Rate Set/Plan
- Posted Budget Amount <> Billing Limit

Process Exceptions

- Closed Contracts with Open Projects

The revised My Work pagelet has the existing items plus two new items reorganized under three headings: Contracts Setup & Maintenance, Billing, and Revenue. The new items are Contracts for Activation and Invalid Billing Plans.

Contract Setup & Maintenance

- Contracts for Activation - [new](#)
- Contract Lines Missing Rate Set/Plan
- Posted Budget Amount <> Billing Limit
- Closed Contracts with Open Projects

Billing

- Billing Plans Requiring User Action
- Invalid Billing Plans - [new](#)
- Billing Events Not Processed

Revenue

- Revenue Plans Requiring User Action
- Revenue Events Not Processed

Navigation

Customer Contracts > Contracts WorkCenter

OR

Fluid Customer Contracts Home Page > Contracts WorkCenter tile

Image: Prior My Work Pagelet in Classic Contracts WorkCenter

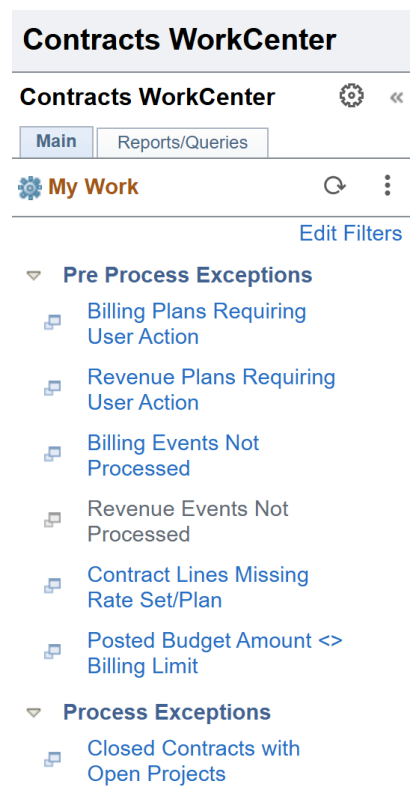
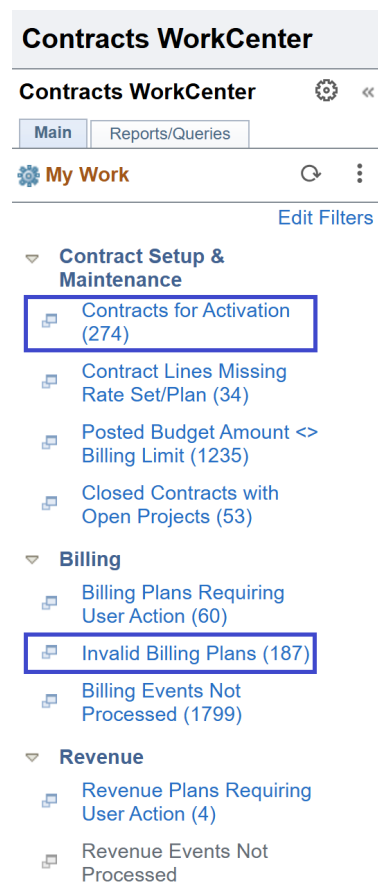


Image: New My Work Pagelet in Classic Contracts WorkCenter



The Invalid Bill Plan item is new to both the fluid and classic WorkCenters and allows users to determine and correct issues with a contract's billing plan, such as an invalid customer/grant sponsor address or billing contact. Issues can occur at any time during the grant as globally-maintained customer/grants sponsors get updated in the Customers module, so checking for Invalid Bill Plans in the contracts WorkCenter prior to preparing monthly grant billings can be helpful.

Image: Classic Contracts WorkCenter Invalid Bill Plans

Contracts WorkCenter

Invalid Billing Plans

Actions	Invalid Value	Contract	Description	Billing Plan ID	Bill To Customer Name	Bill To Address	Bill To Contact
☐ Actions	Bill To Contact	000000000000000004372		B101		1	1
☐ Actions	Bill To Address	000000000000000004550		B101		5	2
☒ Actions	Bill To Contact	000000000000000005167		B101		3	4
☐ Actions	Bill To Contact	000000000000000004258					1
☐ Actions	Bill To Contact	000000000000000004259					1

Look Up Bill To Contact

Search by: Contact Sequence Number =

Search Results

View 100 First 1-5 of 5 Last

Contact Sequence Number	Name 1	Title	Language Code
1		(blank)	ENG
2		Executive Director	ENG
5		(blank)	ENG
6		Program Manager	ENG
7		(blank)	ENG

QRGs

[Customer Contracts WorkCenter](#)

[Customer Contracts Homepage](#)

Customer Contracts Over the Limit (OLT) Rows

The Pricing process is no longer necessary to flip the analysis type on over the limit (OLT) rows to BIL once a contract amendment is done and steps have been performed to release the OLT rows.

Previously, if a college had OLT rows in a grant that should be billed to the grant sponsor, it was necessary to do an amendment to increase the customer contract, perform steps to release the OLT rows, and wait for the Pricing process to run to flip the analysis type on those OLT rows to BIL. This was not working as Oracle had intended as the rows should have flipped to BIL as soon as the user performed steps within the contract to release the OLT rows. With this set of images, it will work as designed without the need for Pricing to run.

QRG

[OLT Rows \(Over the Limit\)](#)

Purchasing

Procurement WorkCenter - Buyer WorkCenter is now Procurement

WorkCenter

Procurement Homepage, Procurement WorkCenter; or Menu, Purchasing, Procurement WorkCenter

Image: Buyer WorkCenter Tile

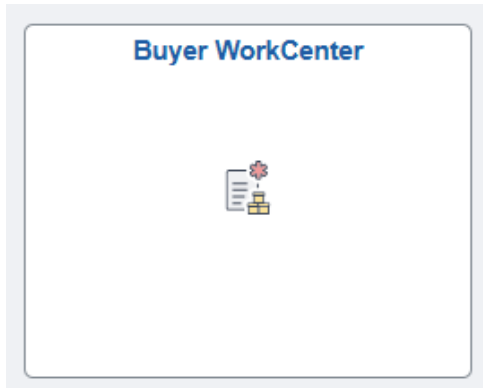


Image: Procurement WorkCenter Tile

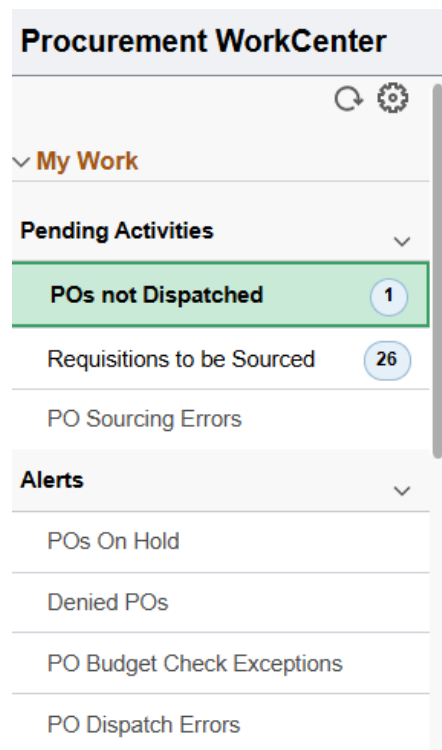


We have converted the classic Buyer WorkCenter to the fluid Procurement WorkCenter. The classic Buyer WorkCenter will no longer function properly. If you customized a homepage adding the Buyer WorkCenter, you should update to the Procurement WorkCenter which can be found under the Procurement Operations homepage.

My Work

My Work section of the Procurement WorkCenter has been updates to show “Pending Activities” and “Alerts”.

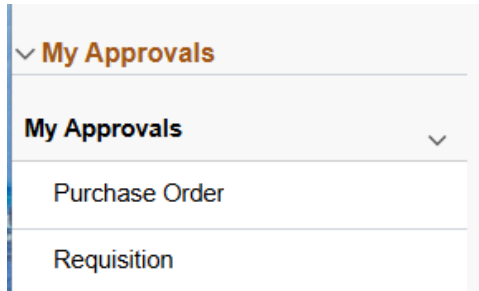
Image: Procurement WorkCenter My Work Section



My Approvals

This new section replaces the pending approvals that were in the classic Buyer WorkCenter under My Work.

Image: Procurement WorkCenter My Approvals

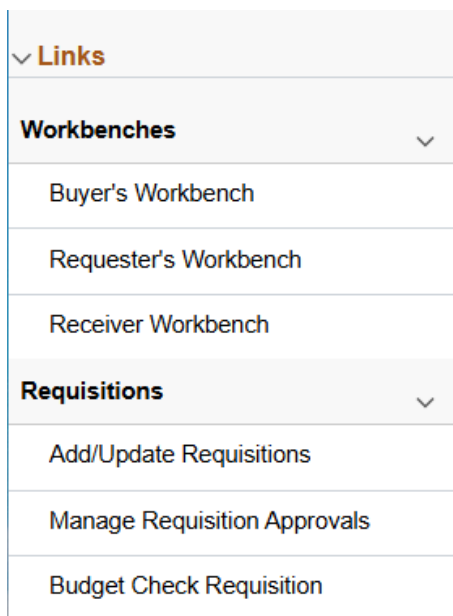


▼ My Approvals
My Approvals ▼
Purchase Order
Requisition

Links

This section has been updated; adding a new section for Workbenches and updating other sub-sections.

Image : Procurement WorkCenter Links Section Workbenches and Requisitions



▼ Links
Workbenches ▼
Buyer's Workbench
Requester's Workbench
Receiver Workbench
Requisitions ▼
Add/Update Requisitions
Manage Requisition Approvals
Budget Check Requisition

Image : Procurement WorkCenter Links Section Purchase Order and Receive

Purchase Order	▼
Add/Update POs	
Review Purchase Orders	
Budget Check Purchase Order	
Dispatch POs	
Print POs	
Close Purchase Orders	
Receive	▼
Add/Update Receipts	
Close Receipts	

Queries

This section provides a few query links.

Image: Procurement WorkCenter Queries Section

▼ Queries	
Queries	▼
Requisition in Process - No PO	
Search Req by Status and Buyer	
Purchase Orders Not Received	

Reports/Processes

This section provides access to reports and links to process monitor and report manager.

Image: Procurement WorkCenter Reports/Processes Section

▼ Reports/Processes
Purchase Order Reports ▼
Purchase Order Activity
Requisition/PO Xref
Req & PO Budget Activity Req
Receipt Summary
Purchase Order Detail Listings
Monitor ▼
Process Monitor
Report Manager

QRG

[Procurement WorkCenter](#)

Purchasing Comments & Attachments

Image 57 has resolved nearly all of the issues with comments and attachments with requisitions, purchase orders and receipts.

Note: An attachment requires a comment every time.

Accounts Payable

Enhanced Voucher Upload Spreadsheet

Enhanced the spreadsheet voucher process when generating log files. Log files are now written to the same workbook file in a new tab. The vchrlog tab displays status and log message. Any errors encountered during the upload will also be shown on the Vchrlog tab.

Image: Showing the New vchrlog Tab in the Voucher Upload Spreadsheet

	A	B	C	D	E	F	G	H
1	Clear Logs							
2	Workbook	User ID	Date/Time	Status	Log Message			
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								
21								
22								
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27								
28								
29								
30								
31								
32								
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35								
36								
37								
38								
39								
40								
41								

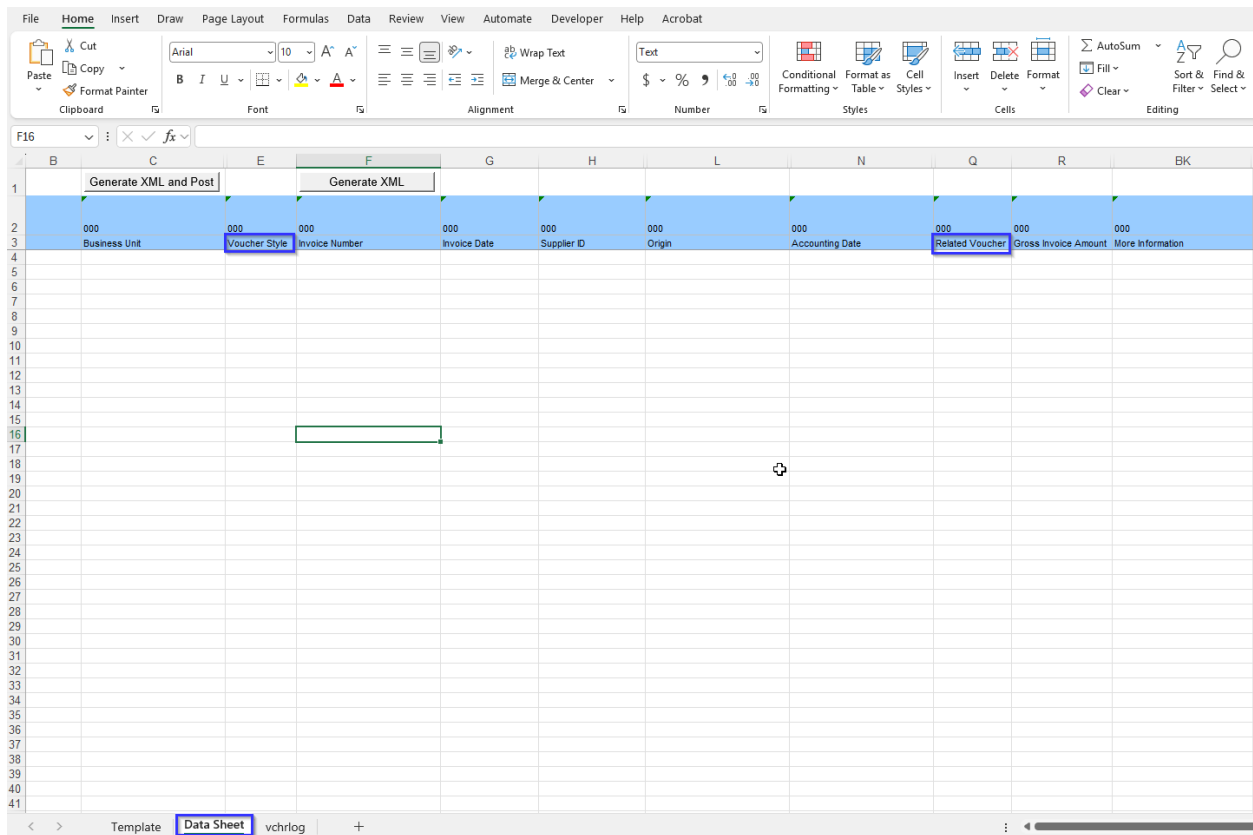
QRG

[Create Voucher Using a Voucher Upload Template](#)

New Feature – Voucher Upload to support Journal Vouchers

Enhanced Spreadsheet Voucher Upload to support adjustment and journal vouchers. There are some new fields added in the Voucher Template like VOUCHER_ID_RELATED, will allow users to indicate the related voucher id for the journal voucher.

Image: Showing New Field to Add Related Voucher Id for Journal Voucher Upload



QRG

[Create Voucher Using a Voucher Upload Template](#)

Enhanced Mass Voucher Approval page

Enhanced Mass Voucher Approval page by including additional search options. There are additional fields From Voucher ID and To Voucher ID to search for a range of vouchers.

Navigation

Accounts Payable > Vouchers > Approve > Mass Voucher Approval

Image: Voucher Mass Approval Page

Voucher Mass Approvals

Search Criteria

Business Unit

From Voucher ID

Voucher Source

Invoice Number

Supplier ID

Supplier Name

☒ Include On Hold

*Approval Status

To Voucher ID

Voucher Style

Supplier SetID

Short Name

Pending

WACTC

Search

Clear

QRG

N/A

New Feature – Additional link in Supplier Fluid Approval Page

Added additional fields on the Supplier Fluid Approval page to help approvers perform approval tasks. There is a new Edit/View Supplier link which opens Add/Update Supplier to review and update supplier information.

Navigation

NavBar > Approval tile > Pending Approval

Supplier

WACTC 0000044875

Supplier Name

Carl Fullerton

In Process

Approve

Deny

Hold

Summary

Persistence

Regular

Classification

Outside Party

Withholding

Y

VAT

N

Default Location

170 Community Colleges of Spokane

Open For Ordering

Y

Remit Supplier

0000044875

Last modified date

09/24/26 - 1:25 PM

Last Modified By

Edit/View Supplier

Supplier Location

Supplier Location	Description	Effective Date	Effective Status	Payment Terms ID	Requires Matching	Remit Supplier Name	Payment Method	Hold Payment	Pay Group Code	Payment Handling
170	Community Colleges of Spokane	2020-01-01	Active		N	Carl Fullerton		N		>

Supplier Address

Address ID	Description	Effective Date	Effective Status	Country	Address Line 1	City	County	State	Postal Code	Email ID
1	Business Address	2015-09-21	Active	USA	5609 W Charlene Ct	Spokane	Spokane	WA	99208	>

More Information

View Attachments (2)

Approver Comments

Approval Chain

N/A

Fluid General Ledger (GL) WorkCenter – Mass Update to the Journal Dates (New Feature)

To utilize, you must update your settings under “Edit Filters” section.

Tile > General Ledger WorkCenter (fluid)

Image: Before Screenshot of the Fluid GL WorkCenter

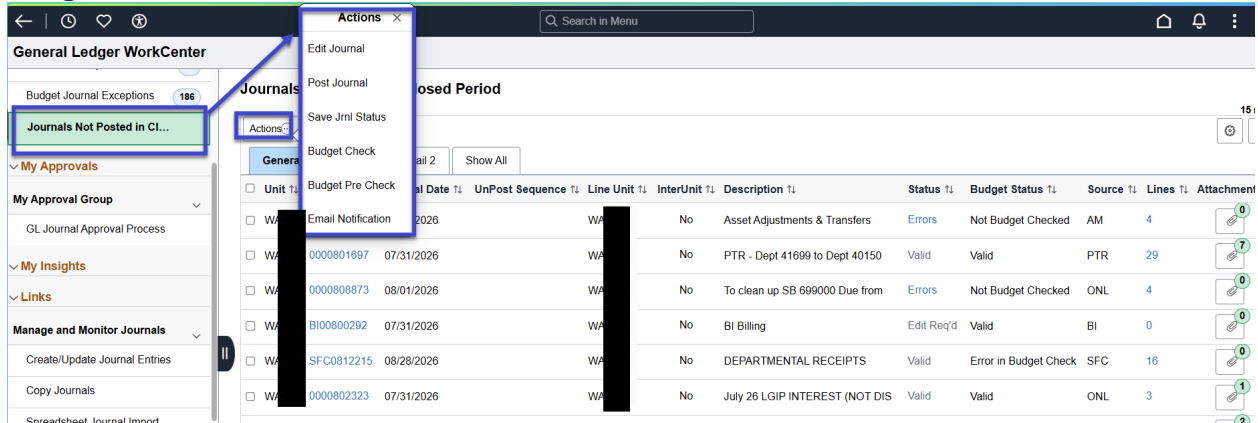
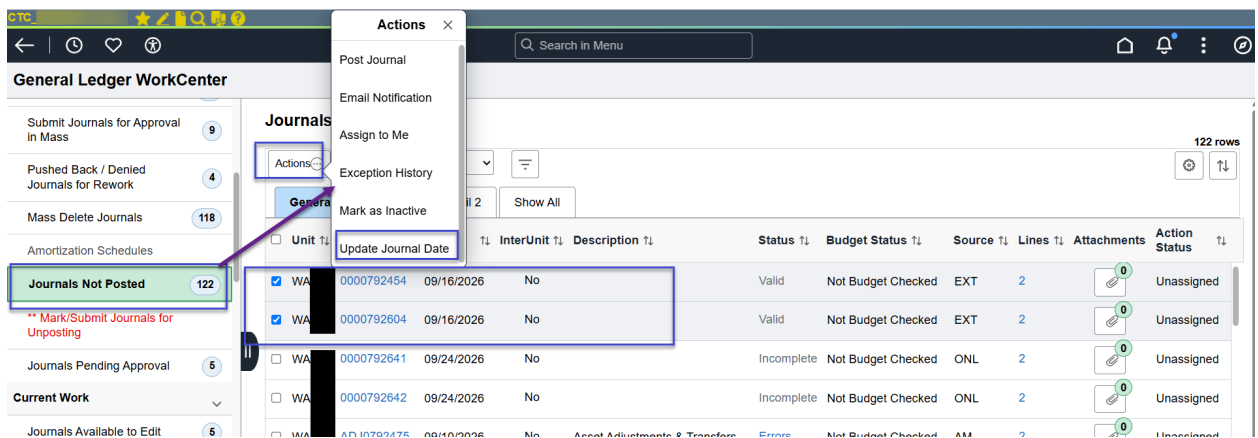


Image: After Screenshot of Fluid GL WorkCenter



QRG

[Create Edit Journals](#)

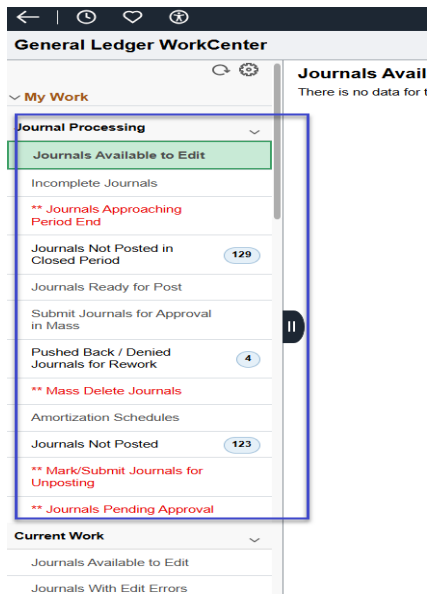
Fluid General Ledger (GL) WorkCenter – Work Section updated to show Journal Processing (New Feature)

My Work section of the Fluid GL WorkCenter has been updated to show “Journal Processing” activities and alerts. To utilize, you must update your settings under the “Edit Filters” section.

Navigation

Tile > General Ledger WorkCenter (fluid)

Image: After Screenshot of Fluid GL WorkCenter My Work Section



QRG

[Create/Edit Journals](#)

Adding Comments to Posted Journal Headers (New Feature)

The New Feature includes a hyperlink to add comments to the header. The comments can be added to a posted, in-process, or unposted journal.

Navigation

FSCM Menu> General Ledger> Journals> Journal Entry > Create/Update Journal Entries

Image: Before Screenshot of a Journal Header – No Comment Link

Create/Update Journal Entries

Header	Lines	Totals	Errors	Approval
--------	-------	--------	--------	----------

Unit	WA	Journal ID	0000707673	Date	01/02/2026
Long Description	Moving expenses to correct department				
217 characters remaining					
*Ledger Group	ACTUALS	Adjusting Entry	Non-Adjusting Entry		
Ledger		Fiscal Year	2026		
*Source	EXT	Period	7		
Reference Number		ADB Date	01/02/2026		
Journal Class		☐ Auto Generate Lines			
Transaction Code	GENERAL	☐ Save Journal Incomplete Status			
SJE Type		☐ Autobalance on 0 Amount Line			
		☐ CTA			
		Commitment Control			
Entered By	10				
Entered On	01/02/2026 12:37:11PM				
Last Updated On	01/05/2026 8:29:52AM				
Save		Return to Search	Previous in List	Next in List	Notify
		Refresh	Add		Update/Display

Header | Lines | Totals | Errors | Approval

Image: After Screenshot of a Journal Header – Comment Link

Create/Update Journal Entries

Header

Lines

Totals

Errors

Approval

Unit

WA

Journal ID

000070

Date

01/15/2026

Long Description

Record Semi-annual discount amortization on bond 147 (No interest payments)

179 characters remaining

*Ledger Group

ACTUALS

Adjusting Entry

Non-Adjusting Entry

Ledger

Fiscal Year

2026

*Source

ONL

Period

7

Reference Number

ADB Date

01/15/2026

Journal Class

Transaction Code

GENERAL

SJE Type

☐ Auto Generate Lines

Currency Defaults: USD / CRRNT / 1

☐ Save Journal Incomplete Status

Attachments (1)

☐ Autobalance on 0 Amount Line

Comments (1)

☐ CTA

Reversal: Do Not Generate Reversal

Commitment Control

Entered By

101

Entered On

01/02/2026 3:17:20PM

Last Updated On

01/02/2026 3:27:34PM

Save

Return to Search

Notify

Refresh

Add

Update/Display

Header

Lines

Totals

Errors

Approval

QRG

[Adding Comments to a Journal](#)

Supervisors/Administrators Can Delete Attachments on Posted Journals (New Feature)

This new feature allows those with access through the Define User Preference the right to navigate to the Journal Header Attachment page and delete attachments even to a posted journal.

Navigation

FSCM Menu> General Ledger> Journals> Upload Journal Attachment

Image: Before Screenshot of Journal Header Attachments – Deleting Attachments Not Allowed

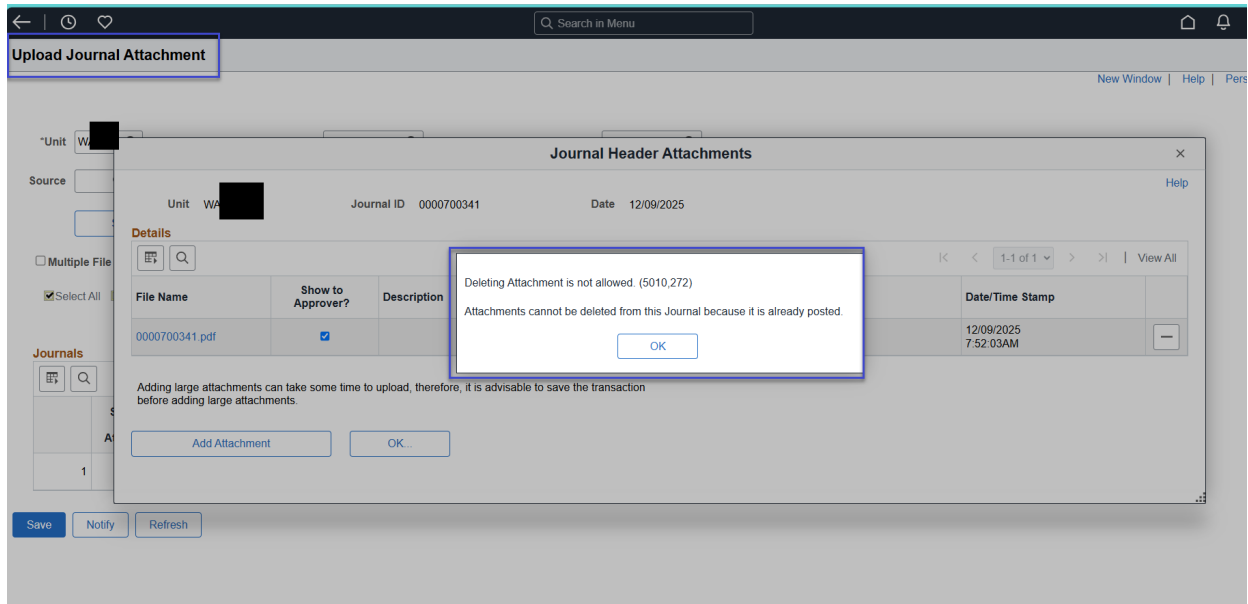
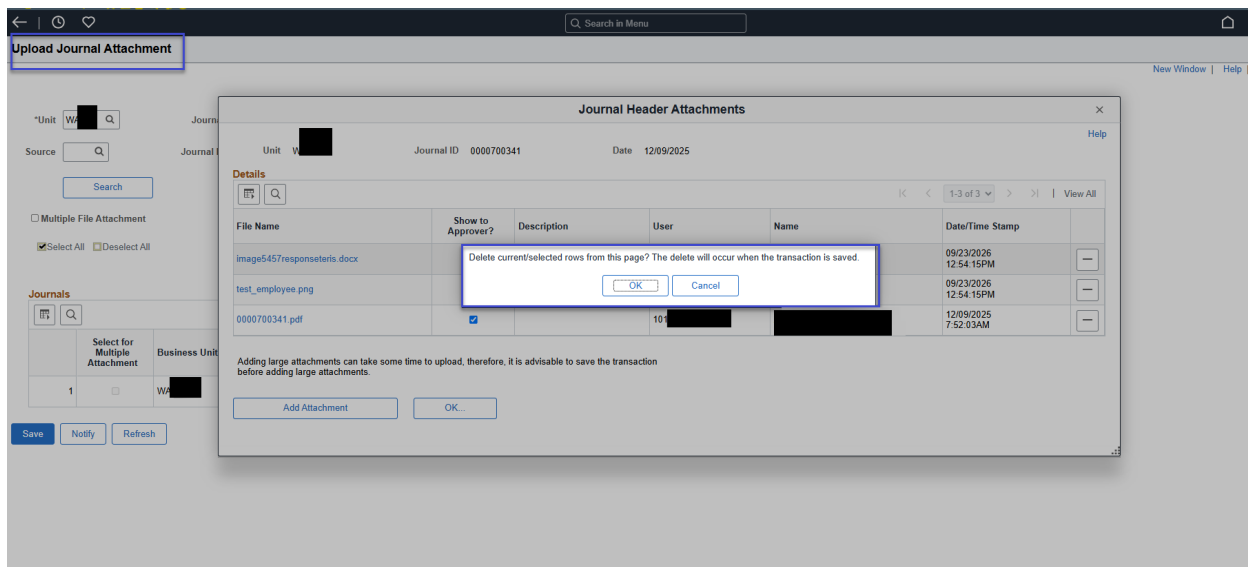


Image: After Screenshot of a Journal Header Attachments – Administrators/Supervisors Allowed to Delete Attachments



QRG

[Deleting Attachments to a Posted Journal Header](#)

Large Journals can be downloaded to Excel - (New Feature)

This new feature allows the download of a large journal, such as payroll, to an excel spreadsheet.

Navigation

FSCM Menu> General Ledger> Journals> Journal Entry > Create/Update Journal Entries

Image: Before Screenshot of a Journal Line Page – No Hyperlink to Download to Excel

Create/Update Journal Entries

Header Lines Totals Errors Approval

Unit WA [REDACTED] Journal ID PAY01 [REDACTED] Date 01/15/2026 Errors Only View Audit Logs

*Process Edit Journal Process

1-10 of 10

Lines

Select	Line	Unit	Ledger	SpeedType	Account	Oper Unit	Fund	Amount	Approp	Dept	Class	State Purpose
☐	1	WA [REDACTED]	LOCAL		Q 2011015	[REDACTED]	001	-7,735.49	101	22000	411	N
☐	2	WA [REDACTED]	LOCAL		Q 2011015	[REDACTED]	08A	-2,213.33	3E0	32015	411	N
☐	3	WA [REDACTED]	LOCAL		Q 2011015	[REDACTED]	08A	-6,679.17	3E0	35000	411	N
☐	4	WA [REDACTED]	LOCAL		Q 2011015	[REDACTED]	444	-12,641.79		49002	131	Y
☐	5	WA [REDACTED]	LOCAL		Q 2011025	[REDACTED]	001	-73.80	EG1	11100	411	N
☐	6	WA [REDACTED]	LOCAL		Q 2011025	[REDACTED]	145	-1,052.85		36060	411	N
☐	7	WA [REDACTED]	LOCAL		Q 2011025	[REDACTED]	24J	-49.52	231	36077	411	N
☐	8	WA [REDACTED]	LOCAL		Q 2011025	[REDACTED]	570	-3,451.64		40100	265	N
☐	9	WA [REDACTED]	LOCAL		Q 2011025	[REDACTED]	001	-6,954.10	101	47100	131	Y
☐	10	WA [REDACTED]	LOCAL		Q 2011027	[REDACTED]	145	-20.26		11400	411	N

4

Totals

Unit	Total Lines	Total Debits	Total Credits	Journal Status	Budget Status
WA [REDACTED]	3,361	1,581,505.13	1,581,505.13	P	V

Save Return to Search Notify Refresh Add Update/Display

Image: After Screenshot of a Journal Line Page – With Hyperlink to Download to Excel

Create/Update Journal Entries

Header Lines Totals Errors Approval

Unit WA [REDACTED] Journal ID PAY01 [REDACTED] Date 01/15/2026 Errors Only View Audit Logs

*Process Edit Journal Process Download to Excel

1-10 of 10

Lines

Select	Line	Unit	Ledger	SpeedType	Account	Oper Unit	Fund	Approp	Dept	Class	State Purpose	PC Bus
☐	1	WA [REDACTED]	LOCAL		Q 2011015	[REDACTED]	001	101	22000	411	N	
☐	2	WA [REDACTED]	LOCAL		Q 2011015	[REDACTED]	08A	3E0	32015	411	N	
☐	3	WA [REDACTED]	LOCAL		Q 2011015	[REDACTED]	08A	3E0	35000	411	N	
☐	4	WA [REDACTED]	LOCAL		Q 2011015	[REDACTED]	444		49002	131	Y	
☐	5	WA [REDACTED]	LOCAL		Q 2011025	[REDACTED]	001	EG1	11100	411	N	
☐	6	WA [REDACTED]	LOCAL		Q 2011025	[REDACTED]	145		36060	411	N	
☐	7	WA [REDACTED]	LOCAL		Q 2011025	[REDACTED]	24J	231	36077	411	N	
☐	8	WA [REDACTED]	LOCAL		Q 2011025	[REDACTED]	570		40100	265	N	
☐	9	WA [REDACTED]	LOCAL		Q 2011025	[REDACTED]	001	101	47100	131	Y	
☐	10	WA [REDACTED]	LOCAL		Q 2011027	[REDACTED]	145		11400	411	N	

4

Totals

Unit	Total Lines	Total Debits	Total Credits	Journal Status	Budget Status
WA [REDACTED]	3,361	1,581,505.13	1,581,505.13	P	V

Save Return to Search Previous in List Next in List Notify Refresh Add Update/Display

Header Lines Totals Errors Approval

Downloading Large Journals into an Excel Spreadsheet

On-line Journals, extra field for Line Long Description and 5 Ref. fields - (New Feature)

This new feature allows for additional description of up to 240 characters for the Line Long Description and Reference #1 - 100 characters, Reference #2 - 240 characters, Reference #3 - 100 characters, Reference #4 - 100 characters, and Reference #5 - 240 characters. This new feature is not part of the journal import template; only the on-line journal entry template.

Navigation

FSCM Menu> General Ledger> Journals> Journal Entry > Create/Update Journal Entries

Image: After Screenshot of a Journal Line Page Showing New Fields

[illegible]

Create/Update Journal Entries

Header

Lines

Totals

Errors

Approval

Unit

W

Journal ID

0000792643

Date

09/24/2026

Errors Only

View Audit Logs

Template List

Search Criteria

Process

Download to Excel

Line

10

Process

Download to Excel

Lines

1-2 of 2

Select	Line	Line Long Description	Reference1	Reference2	Reference3
☐	1	Imjijij jijijij jijijij jijijij jijijij jijijij	Imjijij jijijij jijijij jijijij jijijij jijijij	Imjijij jijijij jijijij jijijij jijijij jijijij	Imjijij jijijij jijijij jijijij jijijij jijijij
☐	2	Imjijij jijijij jijijij jijijij jijijij jijijij	Imjijij jijijij jijijij jijijij jijijij jijijij	Imjijij jijijij jijijij jijijij jijijij jijijij	Imjijij jijijij jijijij jijijij jijijij jijijij

Totals

1-1 of 1

Unit	Total Lines	Total Debits	Total Credits	Journal Status	Budget Status
W	2	11.00	11.00	P	V

Save

Notify

Refresh

Add

Update/Display

Create/Edit Journals

Additional fields on Asset Attachment Page - (New Feature)

Navigation

26 / Page

Image: Before Screenshot of an Asset Attachment Page

Asset Attachments New Wind

▼ **Asset Search Criteria**

Unit Book Parent ID
 Category Location Area ID
 From Asset ID To Asset ID Asset Status
 Tag Number Profile ID Group ID
 Serial ID Threshold ID Asset Class

[Additional Search Criteria](#)

Acquisition Details

From Acquisition Date To Acquisition Date
 PO Unit Receipt Unit AP Unit PC Bus Unit
 PO No Receipt No Voucher Project ID
 [Add Attachments to Multiple Assets](#)

☒ ☐

Search Results 1-513 of 513

	Asset ID	Description	Acquisition Date	Manufacturer	Attachments
☐	00000000	Nursing Anne simulator	06/11/2020	Laerdal	Attachments (0)
☒	00000000	CTX copier	06/10/2021	KONICA MINOLTA	Attachments (0)
☐	00	Copy Machine New Barnes Bldg	09/25/2019	KONICA MINOLTA	Attachments (0)

Image: After Screenshot of an Asset Attachment Page with New Additional Details Tab

Asset Attachments

Asset Attachments

▼ **Asset Search Criteria**

Unit Book Parent ID
 Category Location Area ID
 Asset ID Asset Status
 Tag Number Profile ID Group ID
 Serial ID Threshold ID Asset Class

[Additional Search Criteria](#)

Acquisition Details

From Acquisition Date To Acquisition Date
 PO Unit Receipt Unit AP Unit PC Bus Unit
 PO No Receipt No Voucher Project ID
 [Add Attachments to Multiple Assets](#)

☒ ☐

Search Results 1-397 of 397

Basic Details **Additional Details**

Asset ID	Profile	Category	Asset Type	Asset Class	Location	Parent ID	Group ID	Model
☐	000000000002	Training Aids, Medical	Furnishings and Equipment	Equipment	Training Aids, Medical			Nursing Anne Simulator
☒	000000000003	Misc Office Machines	Furnishings and Equipment	Equipment	Misc Office Machines			BIZHUB 550i
☐	0010550	Printing Equipment	Furnishings and Equipment	Equipment	Printing Equipment			BIZHUB 369E

QR

N/A

Printing QR or Bar Codes by selecting Location - (New Feature)

Oracle has added the selection "Location" to the pull-down Scan By selection. This enables individuals to print out QR or Bar Codes based on Location.

Navigation

FSCM Menu> Asset Management> Physical Inventory> Print QR/Bar Code

Image: Before Screenshot of Print QR/Bar Code

Print QR/Bar Code

Print QR/Bar Code

Search Criteria

*AM Business Unit

From Asset ID

Description

Asset Type

Manufacturer ID

Asset Status

Search

Clear

Tag Number

To Asset ID

Location Code

Asset Subtype

Model

*Scan By

Serial ID

Tag Number

Print Options

☒ QR Code ☐ Bar Code

*Print Size (px)

Print

Select All

Deselect All

Search Results

		Asset Identification	Description	Tag Number	Asset Type	Asset Subtype	Asset Status
☒	1	10343	PLANTING TABLE	10343	Equipment	37	In Service
☒	2	AAR	APPLIED ARTS BUILDING	AAR	Facility	05	In Service
☒	3	AAR1	MAJOR REMOD OF 1988 & 89	AAR1	Facility	05	In Service

Image: After Screenshot of Print QR/Bar Code

Print QR/Bar Code

Search Criteria

*AM Business Unit: WA [redacted]

Location Code: L [redacted]

*Scan By: **New**

Print Options

☒ QR Code ☐ Bar Code

*Print Size (px):

[Select All](#) [Deselect All](#)

Search Results

		SetID	Location	Description
☒	1	WA [redacted]	LCAAR0000	APPLIED ARTS BUILDING

QRG

[Physical Inventory](#)

Travel and Expenses

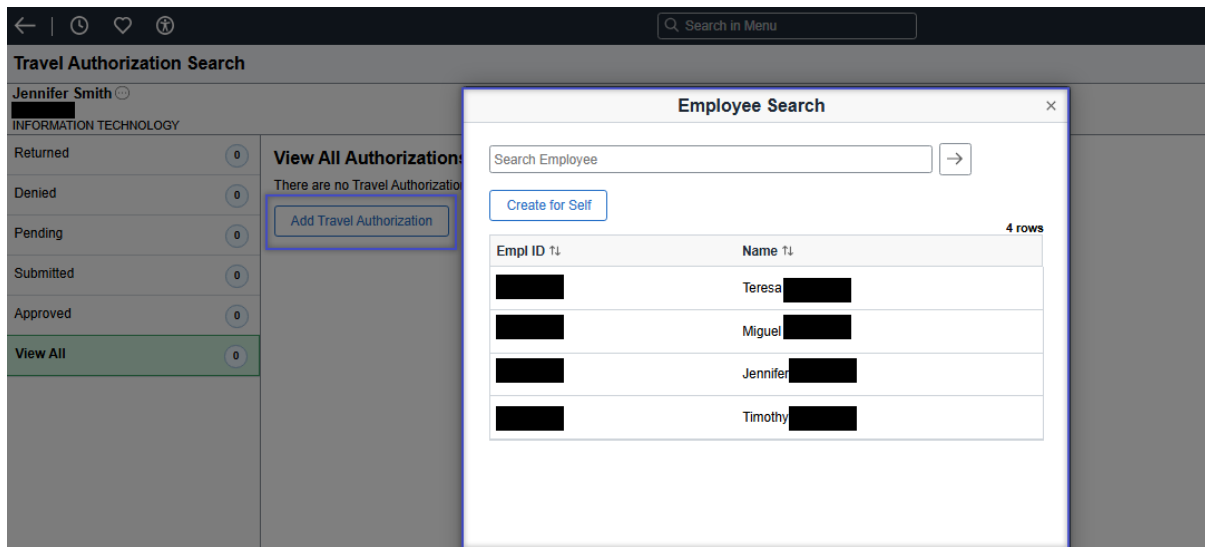
Fluid Travel Authorization Proxy Search Page

For Authorized Expense Users, ctcLink now displays an **Employee Search** page when creating a Fluid Travel Authorization, like the Fluid Expense Report process that was changed in Update Image 49. This update only applies to the nav path listed and not the Create Travel Authorization Tile that is displayed on the Fluid Expenses Homepage.

Navigation

Fluid Employee Self Service Home Page > Expenses Tile > Travel Authorizations > Add Travel Authorization

Image: Sample Screenshot of Employee Search, After Selecting Add Travel Authorization



QRG

[Creating a Travel Authorization Using Fluid](#)

Fluid Travel Authorization Scroll Bar

The Fluid Travel Authorization Creation page was modified to add in a horizontal scroll bar at the bottom of the page, if all the fields will not fit on the page due to the zoom settings in your browser.

Navigation

Fluid Employee Self Service Home Page > Expenses Tile > Create Travel Authorization Tile

Fluid Employee Self Service Home Page > Expenses Tile > Travel Authorizations > Add Travel Authorization

Image: Sample Screenshot Showing the Horizontal Scroll Bar on the Fluid Travel Authorization Creation page

The screenshot displays the 'Travel Authorization' form. At the top, there's a navigation bar with a search menu and a home icon. Below it, the form title 'Travel Authorization' is followed by a status bar showing 'Report NEXT Pending' and the user 'Jennifer Smith'. There are 'Save' and 'Submit' buttons. The form fields include: '*Description' (text input), '*Business Purpose' (dropdown menu with 'Commission/Council' selected), 'Comments' (text area), 'Billing Type' (dropdown menu with 'Billable' selected), '*Travel From' (text input with search icon), '*Travel To' (text input with search icon), '*Date From' (calendar icon), '*Date To' (calendar icon), and 'Trip Duration 1 Day'. There is an 'Attachments' button with a plus icon. Below the form, there are links: 'Create A Cash Advance', 'View Printable Version', and 'Notes'. A 'Details' section contains buttons: 'Accounting Default', 'Populate from Travel Authorization', 'Populate from Template', and 'Quick-Fill'. Below these is a table with columns: 'Date', 'Expense Type', 'Description', 'Location', 'Amount', and 'Currency'. The table has two rows of data. A horizontal scroll bar is visible at the bottom of the table area.

QRG

[Creating a Travel Authorization Using Fluid](#)

Fluid Expense Report Creation Prior to Hire Date

Enhanced the Fluid Expense Report Creation process by adding the ability for users to create expense reports prior to the Employee's hire date.

This is a Local Configuration, not Global. Please submit a Service Desk Ticket if your College is interested in turning on this new feature.

Navigation

Fluid Employee Self Service Home Page > Expenses Tile > Create Expense Report Tile

Image: Sample Screenshot of Local Expenses Definition > Business Unit 2 > Grace Period with Days Prior to Hire Date Allowed on Expenses Highlighted

The screenshot shows the 'Grace Period' configuration page. It includes fields for 'Cash Advance Overdue' (10 days) and 'Credit Card Data Overdue' (10 days). There are radio buttons for 'Exception' (selected) and 'Disallow'. Under 'Inactive Employee Submissions:', there are fields for 'Time Report' (empty) and 'Expense Report' (30 days). A field for 'Comments Required for Transactions Older Than' is set to 90 days. At the bottom, a field for 'Days Prior to Hire Date Allowed on Expenses' is highlighted with a blue box and set to 30.

Image: Sample Screenshot of Fluid Expense Report, Expense Entry Page, Displaying Pre-Hire Transaction Message

The screenshot displays the 'Expense Entry' page for an 'Interview Trip' by user 'Teresa'. The page shows a list of expense items on the left, including a 'Transportation Mileage' entry for 12.12 USD dated Monday, August 03, 2026. The main form area is titled 'Transportation Mileage - 08/03/2026'. A red error message box at the top states: 'Expense Entry Errors. Correct the following errors prior to submission: Pre-Hire Transaction - Explanation required for expenses entered prior to hire date.' The form fields include: *Date (08/03/2026), *Expense Type (Transportation Mileage), *Description (mileage to and from college for interview), Starting Point (Test Drive Lane Selah Washington 98942 US), Ending Point (W Nob Hill Blvd Yakima Washington US), Round Trip (checked), Miles Calculated (16.72), *Transportation ID (POV), Transportation Type (AUTO), and *Miles (16.72 x 0.7250). Below these are sections for 'Additional Information' (Attach Receipt, Accounting), 'Exceptions' (Non-Reimbursable, No Receipt), and 'Exception Comments' (Pre-Hire Transaction). Buttons for 'Save' and 'Review and Submit' are at the top right.

Expense Entry

Interview Trip
Teresa

Save Review and Submit

Last Saved 08/21/2026 12:14PM

Total (1 Item) 12.12 USD

Monday, August 03, 2026

Transportation Mileage
mileage to and from college for interview 12.12 USD

Transportation Mileage - 08/03/2026

Expense Entry Errors
Correct the following errors prior to submission:

- Pre-Hire Transaction - Explanation required for expenses entered prior to hire date.

*Date 08/03/2026

*Expense Type Transportation Mileage

*Description mileage to and from college for interview

Mileage

Starting Point Test Drive Lane Selah Washington 98942 US

Ending Point W Nob Hill Blvd Yakima Washington US

Round Trip ☒

Calculate GPS Distance Display Map

Miles Calculated 16.72

*Transportation ID POV

Transportation Type AUTO

*Miles 16.72 x 0.7250

Additional Information

Attach Receipt

Accounting 1

Exceptions

Non-Reimbursable ☐

No Receipt ☐

Exception Comments

Pre-Hire Transaction No Comments

QRG

[Create an Expense Report \(Fluid\)](#)

[Correcting Expense Report Errors for Travelers](#)

Fluid Expense Report Creation - Updated Error Triggering

The application has been modified so that the accounting line validations are triggered upon closing the Accounting Distribution page for each expense line, instead of when Saving or Submitting for Approval.

Navigation

Fluid Employee Self Service Home Page > Expenses Tile > Create Expense Report Tile

Image: Sample Screenshot of Fluid Expense Report, Expense Entry Page, with Accounting Line Validation Error Displayed

The screenshot displays the 'Expense Entry' page in a web application. At the top, there is a navigation bar with a search menu and a home icon. Below the navigation bar, the page title 'Expense Entry' is visible. The main content area is divided into two sections. On the left, there is a summary table showing the total for the selected date, 'Monday, August 03, 2026'. The table has two columns: 'In State Hotel Stu Group' and 'Overnight Stay, day 1. 10 student athletes'. The total amount is 775.00 USD. On the right, there is a form for entering expense details. The form includes fields for 'Date' (08/03/2026), 'Expense Type' (In State Hotel Stu Group), 'Description' (Overnight Stay, day 1. 10 student athletes), 'Payment' (PCard), 'Amount' (775.00), 'Billing Type' (Billable), and 'Expense Location' (Yakima). A red error message box is displayed at the top of the form, stating: 'Expense Entry Errors. Correct the following errors prior to submission: Combo error for fields ACCOUNT/ FUND_CODE/ PRODUCT in group APPROP1.' The error message is highlighted with a red border. The form also includes 'Save' and 'Review and Submit' buttons. The bottom of the page shows the 'Last Saved' timestamp: 08/20/2026 2:34PM.

Total (1 Item) 775.00 USD	
In State Hotel Stu Group	775.00
Overnight Stay, day 1. 10 student athletes	USD

Expense Entry Errors
Correct the following errors prior to submission:

- Combo error for fields ACCOUNT/ FUND_CODE/ PRODUCT in group APPROP1.

*Date: 08/03/2026

*Expense Type: In State Hotel Stu Group

*Description: Overnight Stay, day 1. 10 student athletes

Payment Details

*Payment: PCard

*Amount: 775.00 USD

Additional Information

*Billing Type: Billable

*Expense Location: Yakima

QRG

[Create an Expense Report \(Fluid\)](#)

Fluid Expense Report – Header Page Update

Enhanced Expense Entry controls by adding a local setup option to require employees to enter **From and To Dates**, and/or Require **Comments** on the Expense Report Header page when creating a Fluid Expense Report. When using this feature, the system checks to make sure that the date entered on all the expense lines falls within the specified date range. If an expense line falls outside of this range, you have the option to allow the expense report to be submitted with a warning, or to require an exception comment.

This is a Local Configuration, not Global. Please submit a Service Desk Ticket if your College is interested in turning on this new feature.

Navigation

Fluid Employee Self Service Home Page > Expenses Tile > Create Expense Report Tile

Image: Fluid Expense Report Header Page with the Date From and Date To Fields and Comment Field

Expense Report

Report **NEXT**
Jennifer Smith

General Information

*Business Purpose: Commission/Council
*Description: Fall Conference
Comments:
Default Location: Yakima
Reference:

*Date From: 08/03/2026
*Date To: 08/05/2026

Attach Receipt
Accounting Defaults

Creation Date 08/19/2026 Jennifer Smith
Updated on 08/19/2026

Expense Details

Expense Report Action:

Image: Fluid Expense Report, Expense Entry Page with an Example of the *Expense Date not in Range* Error Message Displayed

Expense Entry

Interview Trip
Teresa Rich

Save Review and Submit
Last Saved 08/21/2026 12:20PM

Total (1 Item) 12.12 USD

Transportation Mileage - 08/07/2026

Expense Entry Errors
Correct the following errors prior to submission:
• The expense date does not fall between 08/03/2026 to 08/04/2026. Please provide a reason.

*Date: 08/07/2026
*Expense Type: Transportation Mileage
*Description: mileage to and from college for interview

Mileage

Starting Point: Test Drive Lane Selah Washington 98942 US
Ending Point: W Nob Hill Blvd Yakima Washington US
Round Trip: ☒
Calculate GPS Distance Display Map
Miles Calculated: 16.72
*Transportation ID: POV
Transportation Type: AUTO
*Miles: 16.72 x 0.7250

Additional Information

Attach Receipt
Accounting

Exceptions

Non-Reimbursable: ☐
No Receipt: ☐

Exception Comments

Out of Date Range Transaction

QRG

[Create an Expense Report \(Fluid\)](#)

Fluid Expense Report - Cash Advance Validation

Enhanced the Fluid Expense Report process to prevent employees from Submitting an Expense Report if they have an outstanding Cash Advance and have not applied it to the Expense Report. They must provide justification for not applying the Cash Advance. The Justification is displayed on the Expense and Risks page for the Approvers to review.

Navigation

Fluid Employee Self Service Home Page > Expenses Tile > Create Expense Report Tile

Image: Sample Screenshot of the Expense Report Summary Page, Highlighting the Enforce Cash Advance Message

The screenshot displays the 'Expense Summary' page for a report titled 'Sept Game with Yakima' by Jennifer Smith. The page includes a search bar, navigation icons, and buttons for 'Update Details' and 'Submit'. The 'Expense Report Summary' section shows a total of 175.00 USD and a due amount of 175.00 USD. The 'Approval Status' section shows a report ID of 0000112081 and a status of 'Pending'. The 'Additional Information' section shows an outstanding cash advance of 473.00 USD. A modal message is displayed over the 'Reason for Not Applying' section, asking the user to apply the cash advance to the expense report or provide a reason if they select 'No'.

Expense Report Summary	
Total (1 Item)	175.00 USD
Due to Employee	175.00 USD

Approval Status	
Report ID	0000112081
Status	Pending

Additional Information	
Cash Advance	
Outstanding Cash Advance	473.00 USD

Reason for Not Applying

You have an outstanding cash advance of 473 USD that has not been applied to this expense report. Would you like to apply this cash advance to your expense report now? If you select "No", you must provide a reason.

[View Analytics](#)

[Notes](#)

[View Printable Report](#)

QRG

[Create an Expense Report \(Fluid\)](#)

[Applying Cash Advances to an Expense Report \(Fluid\)](#)

Fluid Expense Report – GPS Mileage Javascript Error

If your BU has GPS Map Location Services enabled, a JavaScript error will appear on the Fluid Expense Report Expense Entry page when copying from an Expense Report that contains a Transportation Mileage expense line. Expense Report Approvers will also encounter the same JavaScript error when drilling into expense lines through Fluid Approvals.

Selecting **OK** will temporarily dismiss the error message; however, it may reappear intermittently while working on the Expense Entry page. Although the error may cause user confusion, it does not prevent the Expense Report from being submitted, approved, posted, or reimbursed.

We are currently working with Oracle to identify and implement a resolution for this issue. In the meantime, you can prevent the error message from occurring by disabling GPS Map Location Services in your local Expense Definitions (submit a SD Ticket to have this update made) or by using the Classic navigation pages instead of the Fluid interface.

Navigation

Fluid Employee Self Service Home Page > Expenses Tile > Create Expense Report Tile

Image: Sample Screenshot of the Fluid Expense Report Expense Entry Page with Javascript Error

The screenshot displays the 'Expense Entry' form in the Fluid interface. A JavaScript error message is overlaid on the form, stating: 'fs-pts.peoplesoft-nonprod-aws.ctclink.sbctc.edu says custom javascript error Cannot read properties of undefined (reading 'autocomplete')'. The form includes fields for 'Report 0000116665', 'Amanda', 'Oct pre-season game', and 'Transportation Mileage - 10/01/2026'. The 'Mileage' section shows 'Starting Point' as 'Highline Community College S 240th St Des Moines Washington 98198 US' and 'Ending Point' as 'Yakima Valley Community College S 16th Ave Yakima Washington 98902 US'. The 'Round Trip' checkbox is checked, and the 'Miles Calculated' is 293.36. The 'Transportation ID' is 'POV/AUTO' and the 'Transportation Type' is 'AUTO'. The 'Miles' field shows '293.36 x 0.7601'.

QRG

[Create an Expense Report \(Fluid\)- Transportation Mileage](#)

Fluid Expense Report - Notes Update

Enhanced the Fluid Expense Report functionality to add the ability for users to add new notes to **Submitted** Expense Reports.

Navigation

Fluid Employee Self Service Home Page > Expenses Tile > My Expense Reports

Fluid Employee Self Service Home Page > Expenses Tile > Expense History

Image: Sample Screenshot of an Approved Expense Report with the Notes Field Highlighted

Expense Summary

ICBA

Jennifer Smith

[View Details](#)

Last Saved 05/15/2026 1:13PM

Expense Report Summary

Total (18 Items)	434.50 USD
Cash Advances Applied	362.00 USD
Due to Employee	72.50 USD

Additional Information

Cash Advance Applied Amount 362.00 USD >

Reason for Not Applying Cash Advance >

[View Analytics](#) >

Notes >

[View Printable Report](#) >

Approval Status

Report ID 0000111686 [Approved for Payment](#)

Submitted

Aleena Employee 05/12/2026 11:24:10PM

Reviewed

Jean Reviewer 05/13/2026 8:05:10AM

Approved

Natalie Expense Manager 05/15/2026 1:13:52PM

Auto Approved

Jean 05/15/2026 1:13:54PM

Pending Payment

Payment

QRG

[Modifying Expense Reports \(Fluid\)](#)

Fluid Expenses Workcenter – My Work – Alerts for Authorized Expense Users

Fixed the code so that the Employee Status displayed is derived from the job record associated with the transactions displayed and not the first job record in the Employee's job record history.

Navigation

Fluid Employee Self Service Home Page > Expenses Tile > Expenses Workcenter

Image: Sample Screenshot of the Fluid Expenses Workcenter>My Work>Alerts for Authorized Expense Users Section.

Expenses WorkCenter

[My Approvals](#)

[My Work](#)

In Process/Pending Approvals

Alerts for Authorized Expense Users

Pending Expense Reports

[Unapplied Travel Authorization](#)

[Links](#)

[Reports/Processes](#)

[Queries](#)

Pending Expense Reports

[General](#) [Details](#) [Show All](#)

Actions	Business Unit	Empl ID	Employee Name	Employee Status	Report ID	Report Description	Creation Date	Aging (Days)	Total Amount	Currency
...	WA160		Amanda Rodriguez	Active	0000116616	SIT Testing	08/27/2026	5	50.00	USD
...	WA160		Noemi Mendoza Santiago	Active	0000116617	SIT Testing fluid template	09/01/2026	0	248.00	USD

QRG

[Using the Fluid Expenses Workcenter](#)

Expenses Admins – EX Profile Update

The Organizational Data tab in the Expenses profile will display the **Designated Approver** field in Expenses profile rows that are not set to 'Default'.

Navigation

Travel and Expenses > Manage Employee Information > Update Employee Detail

Image: Sample Screenshot of an Employee's Expenses Profile > Organizational Data Tab, When Multiple Profile Rows Exist and You Are Viewing a Non 'Default' Row.

John Smith

Employee Data | **Organizational Data** | User Defaults | Bank Accounts | Corporate Card Information | Transportation Information

Expenses Processing Data [Search] [Filter] [Previous] [Next] [1 of 2] [View All]

Valid for Expenses: Yes
Reason for Status: Passed All Validation Edits

HR Information

Employee Status: Terminated
Hire Date: 07/01/2015
*GL Unit: WA220 TACOMA COMMUNITY COLLEGE
*Department: 98795 E Learning & Media Services
Hours Per Period: [X] Use Business Unit Default

Supervisor Information

*ID: [Redacted]
Name: [Redacted]
Telephone: [Redacted]
Designated Approver: [Redacted]

☐ Default Profile
☐ Ignore Authorized Amounts
☐ Ignore Group Location Amounts
Per Diem Amount Type: Active Amounts

QRG

[Maintaining Employee Travel Profiles > Editing Organizational Data](#)

Accounts Receivable

New Feature - Deposit Bank Reconciliation Status

Oracle has introduced a new field on select AR Deposit and Payment pages that indicate whether the deposit has been reconciled in the Banking sub-module.

Navigation

Main Menu > Accounts Receivable > Payments > Online Payments > Regular Deposit

Main Menu > Accounts Receivable > Payments > Online Payments > Express Deposit

Main Menu > Accounts Receivable > Payments > Direct Journal Payments > Direct Journal Acctg Entries

Main Menu > Accounts Receivable > Payments > Direct Journal Payments > Modify Accounting

Entries

Main Menu > Accounts Receivable > Payments > Review Payments > All Deposits

Main Menu > Accounts Receivable > Payments > Review Payments > All Payments

Main Menu > Accounts Receivable > Payments > Review Payments > Incomplete Deposits

Main Menu > Accounts Receivable > Payments > Review Payments > Incomplete Payments

Image: Reconciliation Status of 'Unreconciled' on Regular Deposit Page

← | 🕒 | ❤️

🔍 Search in Menu

Regular Deposit

Totals

Payments

Unit [REDACTED]

Deposit ID 12419

Delete Deposit

[View Audit Logs](#)

*Accounting Date07/16/2026

*Bank Code[REDACTED]

*Bank Account[REDACTED] [REDACTED]

*Deposit TypeCCustomer

Reconciliation Status

Unreconciled

Control CurrencyUSD

Format CurrencyUSD

Rate TypeCRRNT

Exchange Rate1.00000000

Control Totals

Control Total Amount	3,519,953.36	*Count	1
Entered Total Amount	3,519,953.36	Count	1
Difference Amount	0.00	Count	0
Posted Total Amount	0.00	Count	0
Journalled Total Amount	0.00	Count	0

Control Data

*Received07/16/2026

*Entered07/17/2026

Posted

Assigned[REDACTED]

User[REDACTED]

Save

Return to Search

Previous in List

Next in List

Notify

Refresh

Add

Update/Display

Totals | [Payments](#)

Image: Reconciliation Status of ‘Reconciled’ on Regular Deposit Page

Regular Deposit

Totals

Payments

Unit

Deposit ID 1257

Delete Deposit

View Audit Logs

*Accounting Date

10/11/2023

*Bank Code

*Bank Account

*Deposit Type

C

Customer

Control Currency

USD

Format Currency

USD

Rate Type

CRRNT

Exchange Rate

1.00000000

Reconciliation Status

Reconciled

Control Totals

Control Total Amount

4,135.30

Entered Total Amount

4,135.30

Difference Amount

0.00

Posted Total Amount

0.00

Journalled Total Amount

0.00

*Count

1

Count

1

Count

0

Count

0

Count

0

Control Data

*Received

10/11/2023

*Entered

10/11/2023

Posted

Assigned

User

Save

Return to Search

Previous in List

Next in List

Notify

Refresh

Add

Update/Display

Totals | Payments

QRG

N/A

New Feature: Adding Attachments to Posted Payments

Oracle has introduced a new feature that allows users to add attachments to posted payments.

Navigation

Main Menu > Accounts Receivable > Payments > All Payments

40 | Page

Image: All Payments Payment Worksheet Attachments

The screenshot shows the 'All Payments' interface with a modal window titled 'Payment Worksheet Attachments'. The background form contains the following details:

- Deposit Unit: [Redacted]
- Deposit ID: 5526
- Payment ID: AB240102FLYWIRE
- Payment Amount: 294.00
- Selected Amount: 0.00
- Currency: USD
- User: [Redacted]
- Group ID: [Redacted]
- Payment Status: Directly Journalled
- Account: [Redacted]
- Reconciliation Status: Unreconciled
- Posting Action: [Redacted]
- Created By: [Redacted]
- Created On: 01/02/2024 12:35PM

The 'Attachments (2)' tab is selected in the modal. It displays a table with two attachments:

File Name	Description	User	Name	Date/Time Stamp
[Redacted].pdf		[Redacted]	[Redacted]	01/02/2024 12:38 51PM
[Redacted].msg		[Redacted]	[Redacted]	01/02/2024 12:38 51PM

Below the table, there is a warning: 'Adding large attachments can take some time to upload, therefore, it is advisable to save the transaction before adding large attachments.' At the bottom of the modal, there is an 'Add Attachment' button, an 'OK' button, and a 'Cancel' button.

QRG

[Attach Documentation to a Posted Payment or Item](#)

Miscellaneous Cash Receipts

Miscellaneous Cash Receipts have been introduced as a new feature within PeopleSoft AR Deposits. This feature functionality supports the recording and processing of receipts that are not associated with an existing AR item, providing an additional option for managing incoming payments.

Navigation

Menu > Accounts Receivable > Payments > Online Payments > Regular Deposit

Image: All Payments Payment Worksheet Attachments

Regular Deposit

TotalsPayments

Unit █████ Deposit ID █████ Date 09/29/2026 Balance Balanced

Payment Information

Payment Seq 1 *Payment ID TEST *Accounting Date 09/29/2026
Amount 100.00 Currency USD
Rate Type CRRNT Exchange Rate 1.00000000
☐ Payment Predictor ☒ Journal Directly
Payment Method Check Attachments (0)
Reconciliation Status Unreconciled View Audit Logs

☐ Range of References
Apply Payment Receipts

Customer Information

Customer ID Business Unit
Remit From Remit SetID
Name
Corporate Corporate SetID
SubCust1 SubCust2
MICR ID Link MICR

Detail References

Reference Information

Image: Miscellaneous Receipt Page

Receipts

Deposit Unit █████ Deposit ID 2693 Date 09/29/2026

Payment Information

Payment Seq 1 Payment ID TEST Accounting Date 09/29/2026
Amount 100.00 Currency USD Payment Method Check

Receipt Information

Receipt ID 3
Receipt Status New
Description Payment for Books
Receipt Reference DEPT XXXX
First Name (MI) John
Last Name Doe
Comments Additional Detail
Entered Date Time 09/29/2026 10:20:40AM

Save Print Receipt Report Manager Process Monitor Return to Payments page

Image: Example of Miscellaneous Receipt

Miscellaneous Cash Receipt

Date:

9/29/2026 10:27 AM

Receipt Number:

3

Payment Amount:

100.00 USD

Payment Method:

Check

Description:

Payment for Books

Payment Reference:

DEPT XXXX

Name:

John Doe

Additional Detail

QRG

[Creating a Miscellaneous Receipt](#)

New Feature: Unapplied Payments Tile

Oracle has delivered a new pivot grid tile to the Credit to Cash Operation Homepage called Unapplied Payments. This tile gives Accounts Receivable users the ability to quickly view payments that have not yet been fully applied. It displays the total amount and number of unapplied payments. When a user selects the tile, the page opens to a pivot grid where unapplied payments can be analyzed in more detail. The grid can be filtered based on Payment Status, Deposit Unit, Payment Method, and Currency. The pivot grid additionally displays information such as Payment Count, Payment Amount, Display Balance, and Display Currency.

Navigation

Credit to Cash Operations Homepage > Unapplied Payments Tile

Image: Credit to Cash Operations Homepage Unapplied Payments Tile

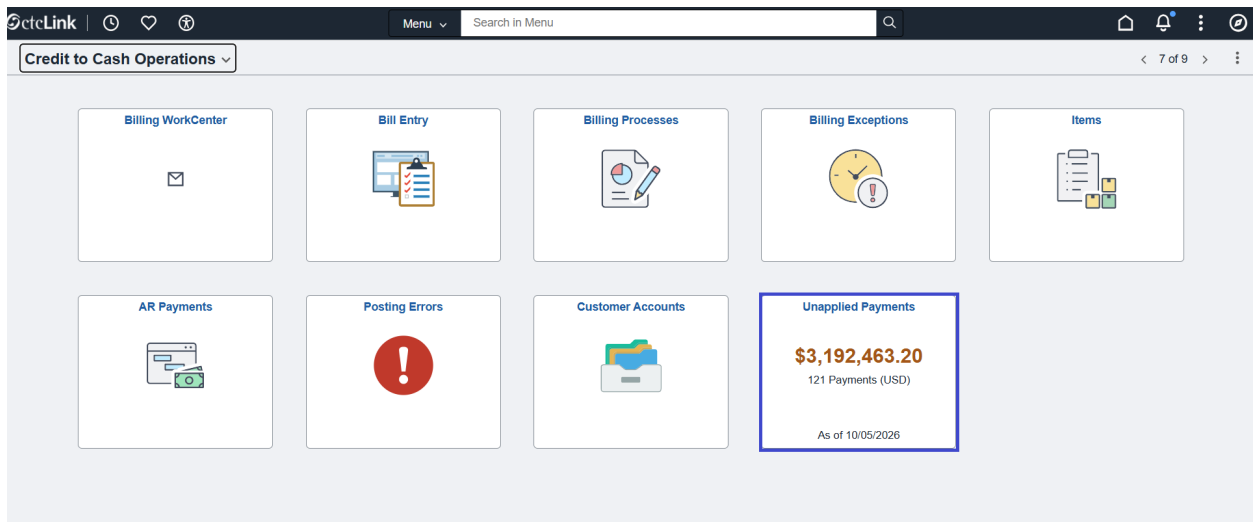
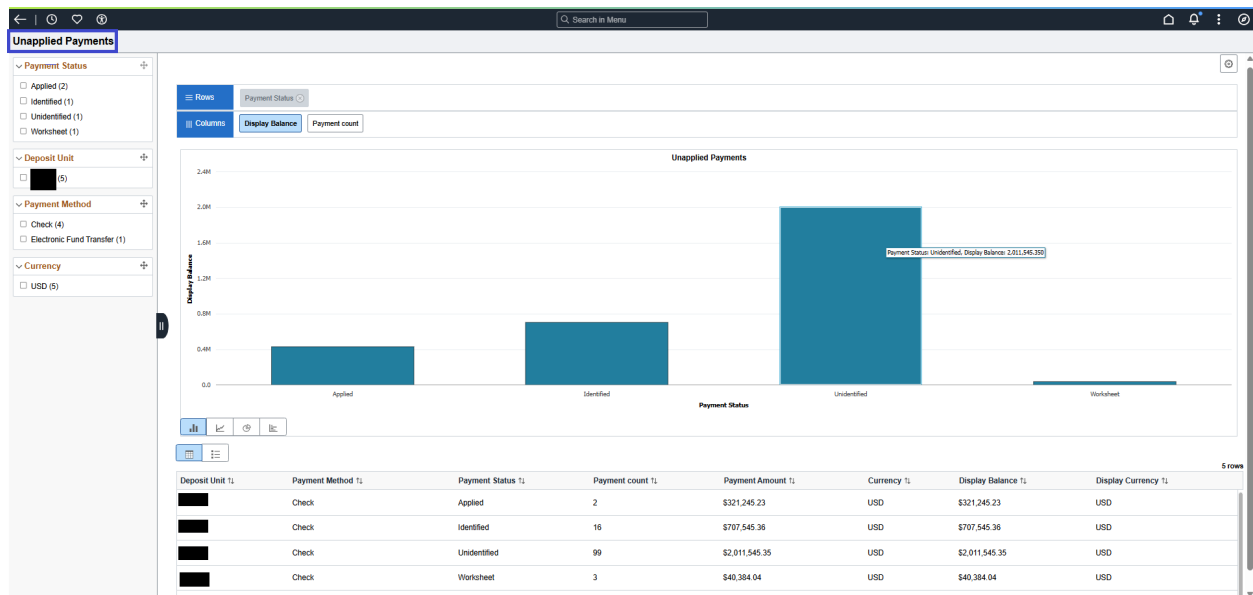


Image: Unapplied Payments Pivot Grid



QRG

[Credit to Cash Operations Homepage](#)

Billing

New Feature: Single Action Job (BIJOB03K) will run to Warning when Accounting Date is in a Closed Period.

Oracle has enhanced the Billing Finalization process (Single Action Job) that will prevent the finalization of bills when the accounting date falls within a closed period, even if the invoice date is in an open period. This enhancement provides more control over billing compliance by ensuring that bills cannot be finalized with closed accounting dates, reducing manual intervention and

downstream processing issues.

When setting and saving a bill in “RDY” status a warning message will appear indicating that the accounting date is not within an open period and displays the current open period date range. The same warning message will be displayed when submitting the bill for approval. This process works when entering a bill through Standard Billing, Express Billing, Copy a Single Bill, or also impacts Recurring Bills.

Navigation

Billing > Maintain Bills > Standard Billing

Billing > Maintain Bills > Express Billing

Billing > Maintain Bills > Copy a Single Bill

Image: Warning Message that Indicates the Accounting Date is Not Within an Open Period After Invoice is Set to “RDY” Status

The screenshot displays the 'Express Billing' window with the 'Billing General' tab selected. The 'Bill Status' is set to 'RDY' and the 'Invoice Date' is '07/01/2026'. A warning message is shown in a dialog box, stating: 'Warning -- The Transaction Date, 2026-06-30, is not open. The open period for WA160 is from 2026-07-01 to 2027-06-30 (9000,301). Open Period can be maintained in Open Period Update page.' The 'Accounting Date' is set to '06/30/2026'. The 'Header Detail' section shows various fields including 'From Date', 'Sales Person', 'Credit Analyst', 'Billing Specialist', 'Entry Type', 'Hold Until Date', 'To Date', 'Bill Inquiry Phone', 'Collector', 'Billing Authority', 'Billing Specialist', 'Entry Reason', and 'Accrue Unbilled'.

Image: Warning Message that Indicates the Accounting Date is Not Within an Open Period when Submitting an Invoice for Approval

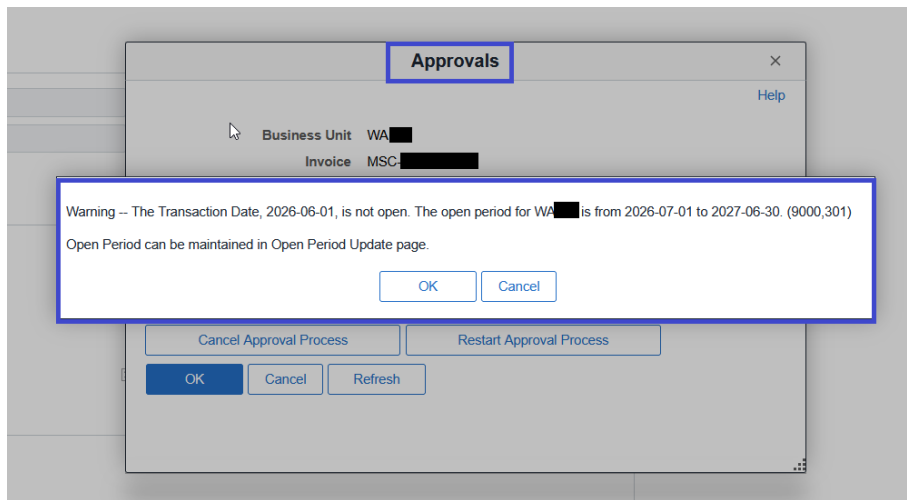


Image: Process Monitor Displays Single Action Job (BIJOB03K) has a Run Status of Warning Due to Accounting Date not Within an Open Period

Within the Process List select the BIJOB03K process link that in Warning status

Process List

Select	Instance	Seq.	Run Control ID	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details	Actions
☐	8543958		BIWC10721	PSJob	BIJOB03K		10/01/2026 11:30:20AM PDT	Warning	Posted	Details	Actions

Image: Single Action Job (BIJOB03K) Process Detail Window Shows BIIVC000 Process in “Warning” Status

The BIIVC000 process shows “Warning” status. Click on the process link to open the Process Detail window for more information.

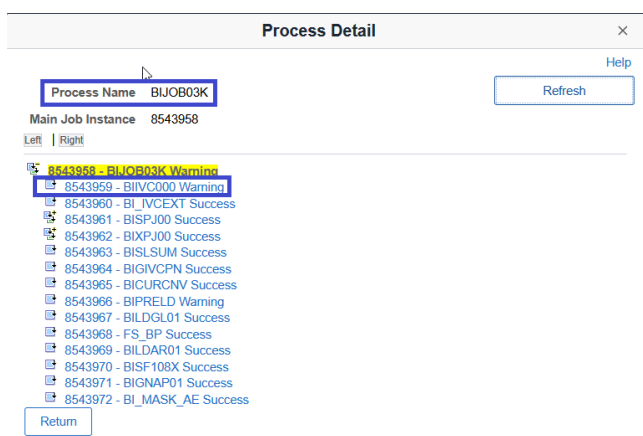


Image: Process Detail Window Shows BIIVC000 Process in “Warning” Status

Click on the Message Log link within the Process Detail window for additional details

Process Detail

Process

Instance8543959

NameBIIVC000

Run StatusWarning

TypeApplication Engine

DescriptionPre-process & Finalization

Distribution StatusPosted

Run

Run Control IDBIWC10721

LocationServer

ServerPSUNX

Recurrence

Update Process

☐ Hold Request

☐ Queue Request

☐ Cancel Request

☐ Delete Request

☐ Re-send Content

☐ Restart Request

Date/Time

Request Created On10/01/2026 11:30:24AM PDT

Run Anytime After10/01/2026 11:30:20AM PDT

Began Process At10/01/2026 11:30:36AM PDT

Ended Process At10/01/2026 11:31:05AM PDT

Actions

[Parameters](#)

[Message Log](#)

[Batch Timings](#)

[View Log/Trace](#)

[Transfer](#)

[View Locks](#)

OK

Cancel

Image: Message Log Details for the BIIVC000 Process had 1 Bill Selected for Processing, 1 Bill Containing Errors, and 0 Bills Processed Successfully

Process Detail

Message Log

Help

Process

Instance: 8543959

Name: BIIVC000

Type: Application Engine

Description: Pre-process & Finalization

<1 of 6>

>

View All

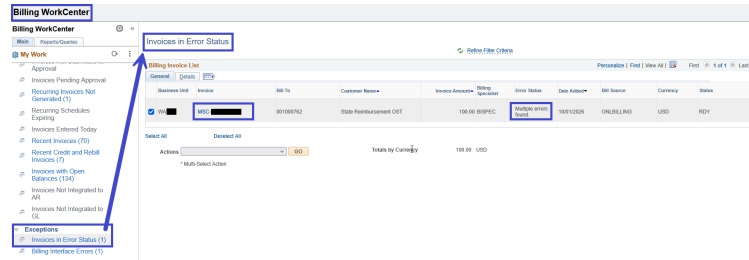
Severity	Log Time	Message Text	Explain
	11:30:55AM	Please refer to the log file for Invoice errors.	Explain
10	11:30:55AM	1 bill(s) were selected for processing.	Explain
10	11:30:55AM	1 bill(s) were found to contain error(s).	Explain
10	11:30:55AM	0 bill(s) were processed successfully.	Explain
	11:31:05AM	Published message with ID 437de988-bdc8-11f1-b455-07520c6deb25 to create entry in folder GENERAL.	Explain
	11:31:05AM	Successfully posted generated files to the report repository	Explain

[Return](#)

OK

Image: Billing WorkCenter Exceptions – Invoices in Error Status

Invoices that fail to process through Single Action Job (BIJOB03K) due to the accounting date should appear in the Billing WorkCenter Exceptions under Invoices in Error Status for additional review and any necessary corrections.



QRG

[Create a Standard Billing](#)

[Create an Express Bill](#)

[Copying a Bill](#)

[Creating a Recurring Non-Grant Bill](#)

[Single Action Invoice W/ Commitment Control](#)

New Feature: View Number of Lines within Billing Entry Pages

Oracle has updated the Bill Entry pages to display the total number of line items on invoices, improving visibility and efficiency during billing operations. The line count is now available across several billing pages, including Express Billing, Standard Billing, Review Billing Information. This enhancement provides quick access to key invoice details across multiple billing-related pages.

Navigation

Billing > Maintain Bills > Standard Billing

Billing > Maintain Bills > Express Billing

Billing > Review billing Information > Details

Image: Standard Billing, Line – Info 1 Tab

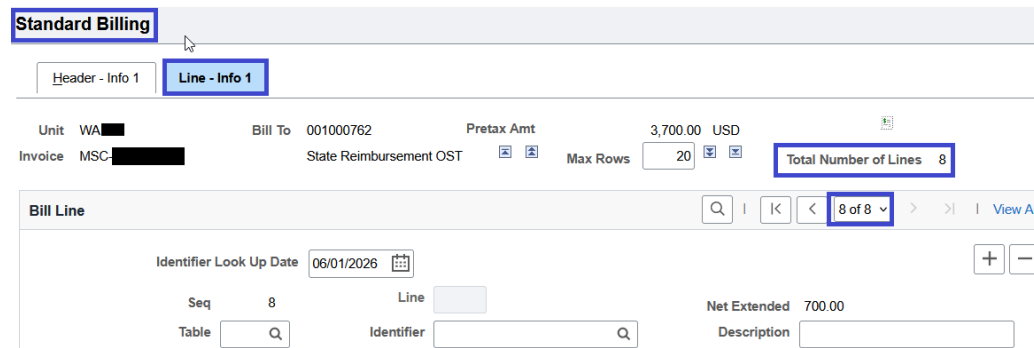


Image: Express Billing, Billing General Tab

Express Billing

Billing General

Unit: WA Invoice: MSC Pretax Amt: 3,700.00 USD

Bill Status: NEW

Invoice Date: 06/01/2026

*Bill Type: MSC

Bill Source: ONBILLING

Cycle ID: ON-DEMAND

*Frequency: Once

*Invoice Form: XMLPUB

Customer Information

*Customer: 001000762 SubCust1: View Customer Activity
State Reimbursement OST SubCust2:

> Address

> Payment Information

> Header Detail

Lines to Add: 5 Max Rows: 20 Total Number of Lines: 8

Bill Lines

Charge Details	Net Amount	Line Information	Shipment	Project/Contract	ID					
Sel	Seq	Line	Identifier Look Up Date	Table	Identifier	Description	Quantity	UOM	Unit Price	Gross Extended
☐	1		06/01/2026	Q	Q		1.0000	EA	100.0000	100.00
☐	2		06/01/2026	Q	Q		1.0000	EA	200.0000	200.00
☐	3		06/01/2026	Q	Q		1.0000	EA	300.0000	300.00
☐	4		06/01/2026	Q	Q		1.0000	EA	600.0000	600.00
☐	5		06/01/2026	Q	Q		1.0000	EA	500.0000	500.00
☐	6		06/01/2026	Q	Q		1.0000	EA	500.0000	500.00
☐	7		06/01/2026	Q	Q		1.0000	EA	800.0000	800.00
☐	8		06/01/2026	Q	Q		1.0000	EA	700.0000	700.00

Image: Details, Line - Info 1 Tab

Details

Header - Info 1 **Line - Info 1**

Unit: WA160 Bill To: 001000762 Pretax Amt: 3,700.00 USD
Invoice: MSC State Reimbursement OST Max Rows: 20 Total Number of Lines: 8

Bill Line 1 of 8 View All

Seq	1	Line Identifier	Net Extended	100.00
		Quantity 1.0000		From Date
		Unit of Measure EA		To Date
		Unit Price 100.0000		Line Type REV
		Gross Extended 100.00		Tax Code
				Exempt Cert
		Less Discount 0.00		
		Plus Surcharge 0.00		
		Net Extended 100.00		
		VAT Amount 0.00		
		Tax Amount 0.00		
		Net Plus Tax 100.00		

Go to: Notes

Line Info 2 Commit Cntrl

Tax

Accounting

Discount/Surcharge

Summary

Bill Search

Line Search

Line - Info 1

Page Series Prev Next

QRG

N/A

New Feature: Ability to Run Recurring Bill and Installment Bill Creation Processes for Multiple Business Units

Oracle has introduced the option to run the Create Recurring Bills and Create Installment Bills processes for multiple business units.

Navigation

Billing > Maintain Bills > Create Recurring Bills

Billing > Maintain Bills > Create Incurred Bills

Image: Before - Create Recurring Bills Run Control Page Provided Only One Business Unit as an Available Option

Create Recurring Bills

Run Control ID: Generate_Recurring_Bills Report Manager Process Monitor Run

*Business Unit: WA [Q]

Range Selection

☐ All
☐ Bill Cycle
☒ Invoice ID
☐ Cust ID

From Invoice: PK [Q]
To Invoice: PK [Q]

Save Notify Add Update/Display

Image: After - Create Recurring Bills Run Control Page Now Provides Multiple Business Unit as an Available Option

Create Recurring Bills

Run Control ID: Generate_Recurring_Bills Report Manager Process Monitor Run

Selection Parameters [Q] | < > 1-2 of 2 View 1

*Business Unit: WA [Q] [+ -]

Range Selection

☐ All
☐ Bill Cycle
☒ Invoice ID
☐ Cust ID

From Invoice: MSC [Q]
To Invoice: MSC [Q]

*Business Unit: WA [Q] [+ -]

Range Selection

☐ All
☐ Bill Cycle
☒ Invoice ID
☐ Cust ID

From Invoice: PK [Q]
To Invoice: PK [Q]

Save Return to Search Previous in List Next in List Notify Add Update/Display

The screenshot displays the 'Process Monitor' application interface. The main window, titled 'Process Monitor', has a 'Process List' tab selected. It shows a table with columns for 'User ID', 'Type', 'Last', 'Name', 'Instance', and 'Run Status'. Below the table, there are filters for 'Run Status' and 'Distribution Status', and a 'Save Data' button. To the right, a 'View Process Requests' section shows details for a specific process, including 'User ID', 'Type', 'Last', 'Name', 'Instance', and 'Run Status'. Below this, there are buttons for 'Select', 'Inquire', 'Generate Recurring Bills', and 'Generate Recurring Bills'. The 'Generate Recurring Bills' button is highlighted with a red box. Below the buttons, there is a 'Go back to Generate Recurring Bills' link and a 'Save' button. The 'Process List' tab shows a table with columns for 'Select', 'Inquire', 'Run Control ID', 'Process Name', and 'Process Type'. The 'Process Name' column is highlighted with a red box. Below the table, there is a 'Go back to Generate Recurring Bills' link and a 'Save' button. The 'Process List' tab shows a table with columns for 'Select', 'Inquire', 'Run Control ID', 'Process Name', and 'Process Type'. The 'Process Name' column is highlighted with a red box. Below the table, there is a 'Go back to Generate Recurring Bills' link and a 'Save' button. The 'Process List' tab shows a table with columns for 'Select', 'Inquire', 'Run Control ID', 'Process Name', and 'Process Type'. The 'Process Name' column is highlighted with a red box. Below the table, there is a 'Go back to Generate Recurring Bills' link and a 'Save' button.

[illegible]

Create Installment Bills

Run Control ID

Generate_Installment_Bills

Report Manager

Process Monitor

Run

*Business Unit

WV

Range Selection

☐ All

☐ Bill Cycle

☒ Invoice ID

☐ Cust ID

From Invoice

VPA

To Invoice

VPA

Save

Notify

Add

Update/Display

Create Installment Bills

Run Control ID Generate_Installment_Bills Report Manager Process Monitor Run

Selection Parameters

Sequence 1

Range Selection

- ☐ All
- ☐ Bill Cycle
- ☒ Invoice ID
- ☐ Cast ID

From Invoice MSC [REDACTED]

To Invoice MSC [REDACTED]

Sequence 2

Range Selection

- ☐ All
- ☐ Bill Cycle
- ☒ Invoice ID
- ☐ Cast ID

From Invoice MSC [REDACTED]

To Invoice MSC [REDACTED]

Save Return to Search Previous in List Next in List Notify Add Update/Close

[illegible]

The screenshot displays the 'Process Monitor' application interface. The 'Process List' window on the left shows a table of processes with columns for Select, Process Name, Seq, Run Control ID, Process Type, and Process Name. The 'Process Detail' window on the right shows the 'Message Log' for the 'INSTAL' process, displaying a list of messages with columns for Severity, Log Time, Message Text, and Explain. The messages include 'Begin INSTAL', 'Generate Installment Bills', and 'End INSTAL'.

Creating a Recurring Non-Grant Bill

Oracle has implemented a validation check for invoices that have Budget Check Errors. This validation prevents users from creating a credit invoice against the affected invoice until the budget error has been corrected.

Billing > Billing WorkCenter > Exceptions

Billing > Maintain Bills > Adjust Selected Bill Lines

Billing WorkCenter

Billing WorkCenter

Home Reports/Queries

@ My Work

- Invoices Pending Approval
- Recurring Invoices Not Generated
- Recurring Schedules Expiring
- Invoices Entered Today (6)
- Recent Invoices (76)
- Recent Credit and Rebill Invoices (7)
- Invoices with Open Balances (134)
- Invoices Not Integrated to AR (1)
- Invoices Not Integrated to GL
- Exceptions**
 - Invoices in Error Status (2)
 - Billing Interface Errors (1)
 - Worksheet Errors
 - Combo Edit Errors (1)
 - Budget Check Errors (1)**

Budget Check Errors

Refresh Filter Criteria

Billing Invoice List

General Details PDF

Business Unit	Invoice	Bill To	Customer Name*	Invoice Amount**	Template Attachments	Billing Specialist	Budget Status	Date Added**	DIG Source	Currency	Status
WA ■■■■	MISC ■■■■	00100443	Pacific NW University of Health	750,000.00		BISPEC	Error in Budget Check	10/05/2026	ONBILLING	USD	INV

Select All Deselect All

Actions [Dropdown] GO Totals by Currency 750,000.00 USD

* Multi-Select Action

Image: The Adjust Entire Bill Page Displays an Error Message when a User Attempts to Create a Credit Invoice for an Invoice that is in Budget Check Status

Adjust Entire Bill

Unit WA
Invoice MSC

Bill To 001004433
Invoice Amt 750,000.00

Pacific NW University of Health
USD

Validate

Select Bill Adjustment Action
☒ No Bill Action
☐ Credit Entire Bill
☐ Credit & Rebill

Rebill Default Action
☒ Retain Original Invoice Value
☐ Use Current Customer Value

Adjustment Results
*Credit Bill NEXT
Rebill Bill NEXT Header Info 1

Adjustment Reason

Save Return to Search Notify Refresh

This invoice is in budget error. (12500,1082)
Correct the budget errors and then adjust the entire bill
OK

Image: The Adjust Selected Bill Lines Bill Page Displays an Error Message when a User Attempts to Adjust a Bill Line for an Invoice that is in Budget Check Status

Adjust Selected Bill Lines

Unit WA
Invoice MSC

Bill To 001004433
Invoice Amt 750,000.00

Pacific NW University of Health
USD

Validate

Line Adjustment Parameters
☐ No Bill Action
☒ Adjust Selected Lines
☐ Add to Existing Bill
Line Opt Create Net Adjustment Only
Adjustment Reason Default RETURN

Line Adjustment Results
*Adjustment NEXT
Total Lines Adjusted 1

Set Filter Options
1 To 1 Of 1 Sort L Q

Select Bill Lines
Line Details References Dates Line Amounts
Select Line Seq Identifier Description Gross Extended Net Extended Adjustment Reason
☒ 1 1 750,000.00 750,000.00 RETURN
☒ Select All ☐ Clear All

Save Return to Search Notify Refresh

This invoice is in budget error. (12500,1083)
One of more line selected is in budget error
OK

Image: The Adjust Selected Bill Lines Bill Page Displays an error Message When a User Attempts to Adjust a Bill line and Adds to an Existing Bill for an Invoice that is in Budget Check Status

The screenshot shows the 'Adjust Selected Bill Lines' interface. At the top, it displays 'Unit WA', 'Bill To 001004433', 'Pacific NW University of Health', 'Invoice MSC', 'Invoice Amt 750,000.00', and 'USD'. A 'Validate' button is in the top right. Below this are 'Line Adjustment Parameters' with radio buttons for 'No Bill Action', 'Adjust Selected Lines' (selected), and 'Add to Existing Bill' (checked). There's a 'Line Opt' dropdown set to 'Create Net Adjustment Only' and an 'Adjustment Reason Default' field with 'RETURN'. To the right, 'Line Adjustment Results' shows 'Total Lines Adjusted 1' and 'Add To Bill MSC'. Below these are 'Set Filter Options' and a table with columns: Select, Line, Seq, Identifier, Description, Gross Extended, Net Extended, and Adjustment Reason. The table has one row with Line 1, Seq 1, and a Gross Extended of 750,000.00. At the bottom, there are buttons for 'Save', 'Return to Search', 'Notify', and 'Refresh'. An error message box is overlaid on the right, stating: 'This invoice is in budget error. (12500,1083) One of more line selected is in budget error.' with an 'OK' button.

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[Crediting an Entire Bill and Rebill](#)

[Crediting a Bill Line and Applying to an Existing Bill](#)

New Feature: Invoices Incomplete Process Tile

The Invoices Incomplete Process tile is a custom pivot grid that has been added to the Credit to Cash Operations Homepage. This tile provides billing users with easier access to information about invoices that require additional billing processes to be completed. Additionally, the Billing Summary page has been added to the Billing Processes tile for easier access to billing information.

Navigation

Credit to Cash Operations Homepage > Invoices Incomplete Process Tile

Credit to Cash Operations Homepage > Billing Processes

Image: Credit to Cash Operations Homepage, Highlighting New and Updated Billing Tiles

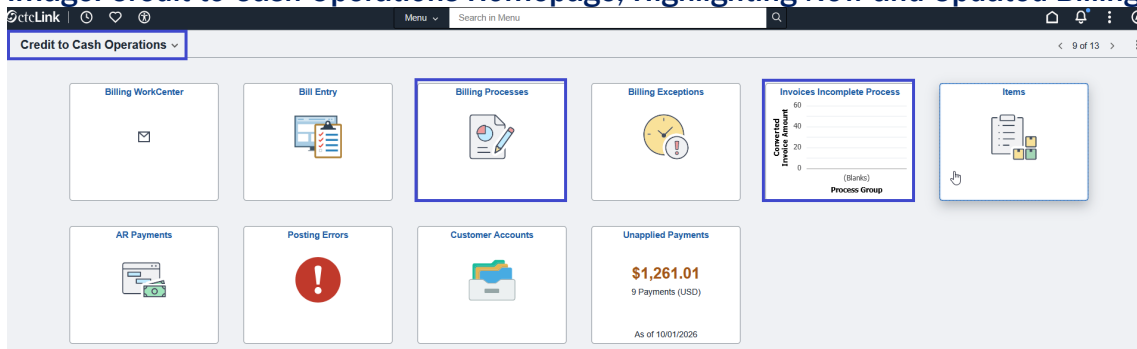


Image: The Billing Processes Fluid Tile Displays Billing Summary Page

Image: The Incomplete Invoices Process Tile Page Displays Invoices that are Incomplete and Require Additional Processing

Chart reflects Invoices that require completion of the corresponding billing processes

- **Accounting Entry:** Invoices requiring completion of the Invoices Not Integrated to GL process
- **Accounts Receivable:** Invoices requiring completion of the Invoices Not Integrated to AR process
- **Budget Check:** Invoices required completion of the Request Budget Check process. **Note:** Invoices that have not passed budget check will not be posted to the General Ledger

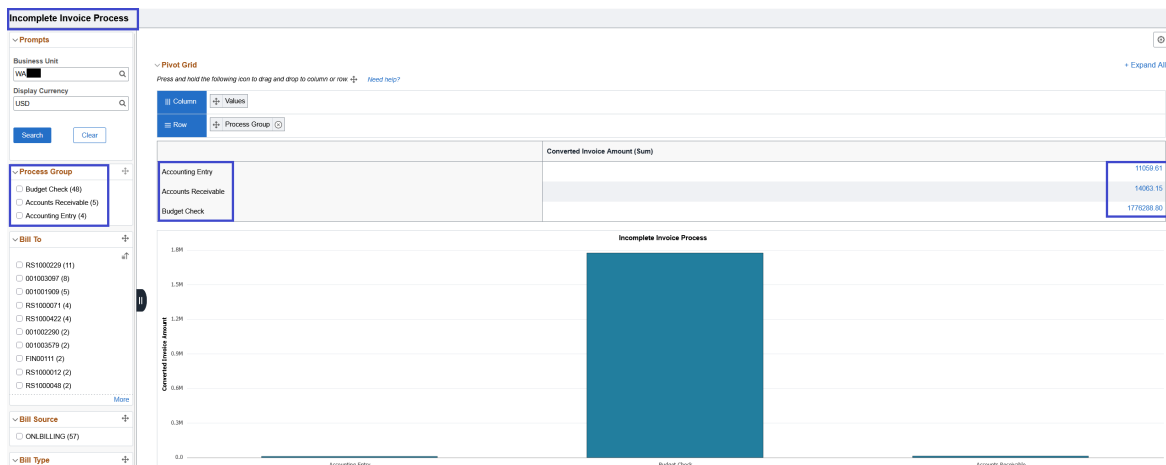


Image: Detailed Invoice Information Displays Incomplete Invoice Process List

Incomplete Invoice Process																	48 row
Business Unit %	Actions	Invoice %	Bill To %	Invoice Date %	Acctg Date %	Invoice Amount %	Currency %	Status %	Bill Source %	Bill Type %	Frequency %	Billing Specialist %	Contract %	Project %	Process Group %	Converted Invoice Amount %	Display Currency %
WA %		CA %	FIN00116	11/01/2023	11/01/2023	2261.370	USD	Invoiced	ONLBILLING	CA	Once	BISPEC			Budget Check	2261.37	USD
WA %		CR-MSC %	001001909	05/07/2025	05/07/2025	-5186.240	USD	Invoiced	ONLBILLING	MSC	Once	BISPEC			Budget Check	-5186.24	USD
WA %		CR-MSC %	001003097	07/14/2026	07/14/2026	-82563.380	USD	Invoiced	ONLBILLING	MSC	Once	BISPEC			Budget Check	-82563.38	USD
WA %		MSC %	001003296	06/30/2023	06/30/2023	234.150	USD	Invoiced	ONLBILLING	MSC	Once	BISPEC			Budget Check	234.15	USD
WA %		MSC %	001003097	10/24/2023	10/24/2023	101048.960	USD	Invoiced	ONLBILLING	MSC	Once	BISPEC			Budget Check	101048.96	USD

Image: The Actions Menu within the Incomplete Invoices Process List Allows the Option to Navigate Directly to the Required Billing Process Page from the List to Complete the Required Invoice Billing Process

Actions		Incomplete Invoice Process															48 rows
Create Accounting Entries		Bill To	Invoice Date	Acctg Date	Invoice Amount	Currency	Status	Bill Source	Bill Type	Frequency	Billing Specialist	Contract	Project	Process Group	Converted Invoice Amount	Display Currency	
Business Unit	Actions																
WA190	⊖	FIN00116	11/01/2023	11/01/2023	2261.370	USD	Invoiced	ONBILLING	CA	Once	BISPEC			Budget Check	2261.37	USD	
WA190	⊖	001001909	05/07/2025	05/07/2025	-5186.240	USD	Invoiced	ONBILLING	MSC	Once	BISPEC			Budget Check	-5186.24	USD	
WA190	⊖	001003097	07/14/2026	07/14/2026	-82563.380	USD	Invoiced	ONBILLING	MSC	Once	BISPEC			Budget Check	-82563.38	USD	
WA190	⊖	001003296	06/30/2023	06/30/2023	234.150	USD	Invoiced	ONBILLING	MSC	Once	BISPEC			Budget Check	234.15	USD	
WA190	⊖	MSC [REDACTED]	001003097	10/24/2023	10/24/2023	101046.960	USD	Invoiced	ONBILLING	MSC	Once	BISPEC		Budget Check	101046.96	USD	

QRG

[Credit to Cash Operations Homepage](#)

[Review Billing Information](#)

Billing WorkCenter Updates

The Billing WorkCenter has been updated to hide unnecessary pagelets related to features we currently do not use, helping to prioritize the information most useful to college users. The pagelets have not been removed; they are simply hidden and can be easily restored if these features are implemented in the future. Additionally, links to commonly used pages and queries have been added to the WorkCenter to provide easier access to key billing processes and information.

Navigation

Billing > Billing WorkCenter > Main > My Work

Billing > Billing WorkCenter > Main > Exceptions

Billing > Billing WorkCenter > Main > Alerts

Billing > Billing WorkCenter > Main > Links > Bill Entry Group

Billing > Billing WorkCenter > Main > Links > Other Links

Billing > Billing WorkCenter > Reports/Queries > My Queries

My Work Section Updates

- Credit Invoices with AP Vouchers: Pagelet Hidden
- Invoices Not Integrated to AP: Pagelet Hidden

Image: Before – My Work Section Before Pagelets have been Hidden

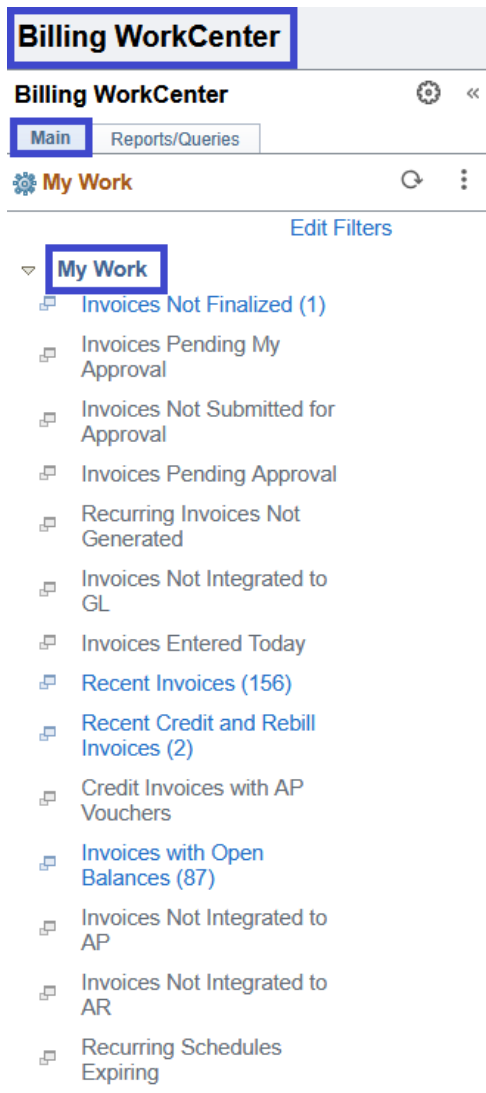
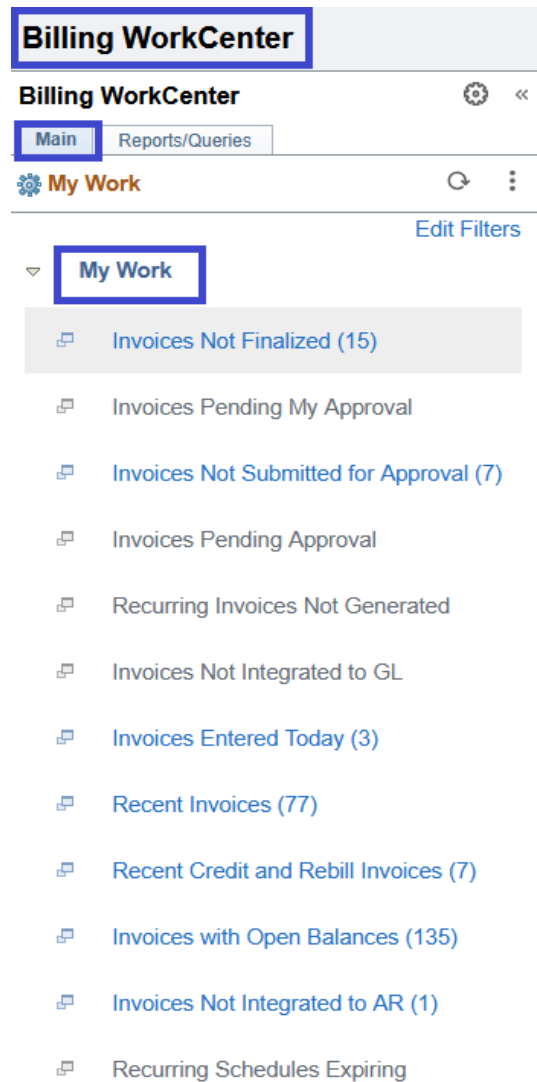


Image: After – My Work Section After Pagelets have been Hidden



Exceptions Section Updates

- Credit Card Errors: Pagelet Hidden
- Email Errors: Pagelet Hidden

Image: Before – My Exceptions Section Before Pagelets have been Hidden

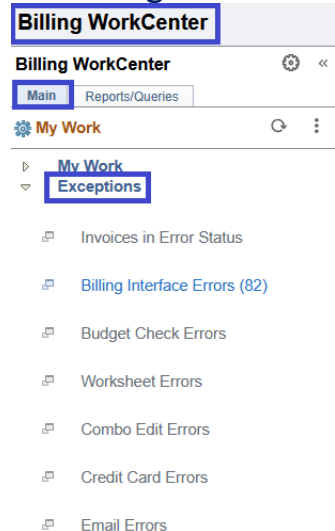
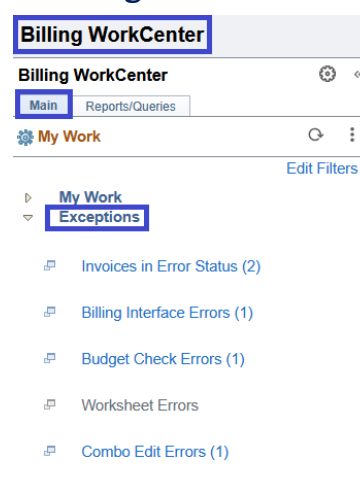


Image: After – My Exceptions Section After Pagelets have been Hidden



Alerts Section

- Billing Inactive Bills: Pagelet Hidden
- Pending Billing Worksheets: Pagelet Hidden
- Pending Credit Card Trans: Pagelet Hidden

Image: Before – My Alerts Section Before All Pagelets have been Hidden

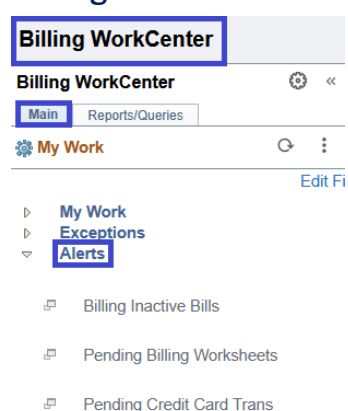
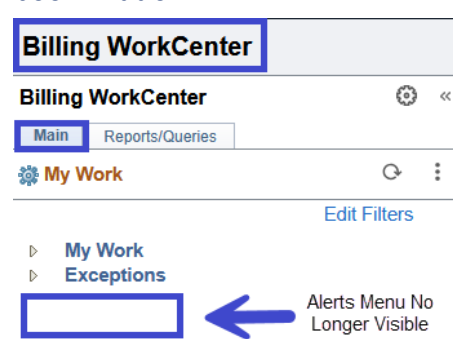


Image: After – My Alerts Section is No Longer Visible Since All Pagelets have been Hidden



Links- Bill Entry Group

- Summary – Added
- Standard Billing – Added

Image: Before - Bill Entry Group Section Before New Pages were Added

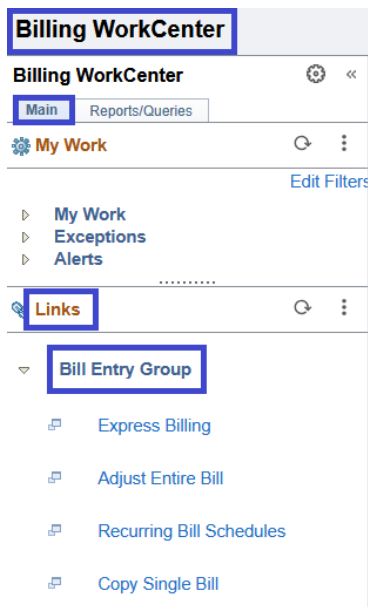
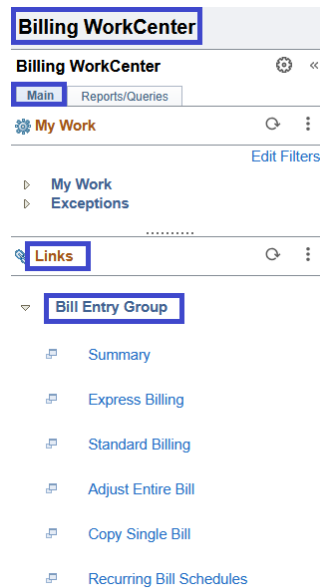


Image: After – Bill Entry Group Section After New Pages were Added



My Queries

- QFS_BI_INV_BUDCHK_INCMPLT - Invoice with incomplete BudChk Query Added
- QFS_GL_BI_ACCTG_LINE - BI Accounting Line Detail Query Added

Image: Before – My Queries Section Before Queries were Added

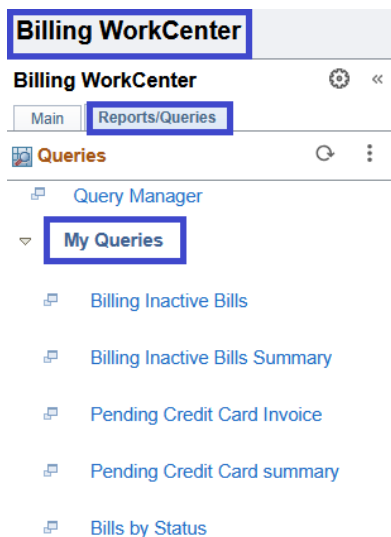
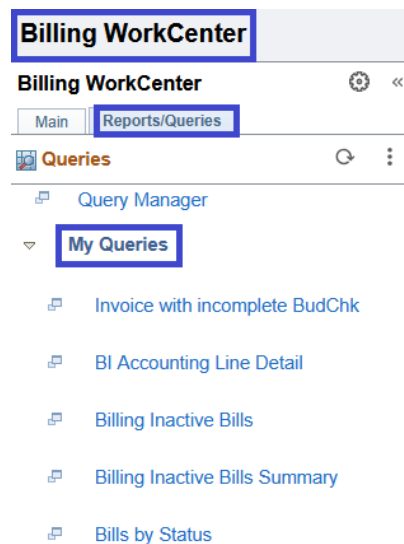


Image: After – My Queries Section After Queries were Added



Reports/Processes- Generate Invoices

- Copy Single Bill- Page Hidden

- Single Action Invoice- Page Hidden
- Request Email Notification- Page Hidden
- Request Credit Card Processing- Page Hidden
- Process Billing Interface- Page Added

Image: Before – Generate Invoices Section before Pages were Hidden

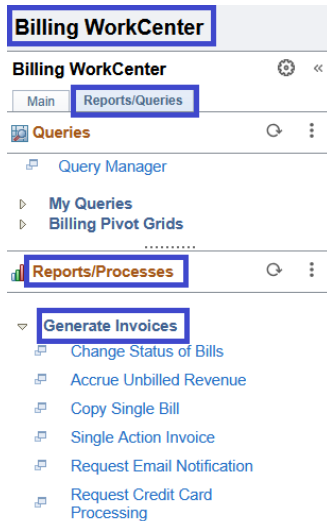
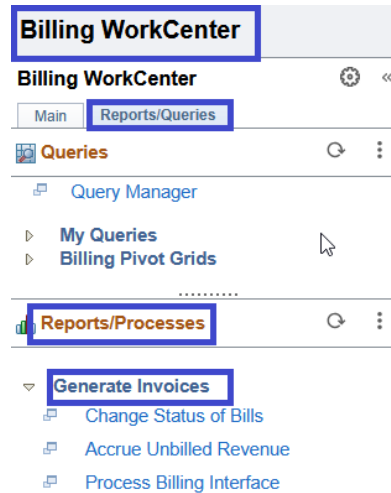


Image: After – Generate Invoices Section After Pages were hidden



Month-End Activities – Renamed to Finalize Invoice Processes

- Single Action Invoice- Added
- Load Invoices to AP- Hidden

Image: Before – Month-End Activities Section Before Pages/Pagelets were Hidden and Section Name Update

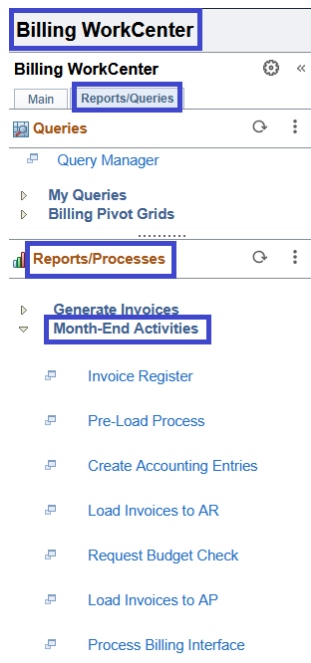
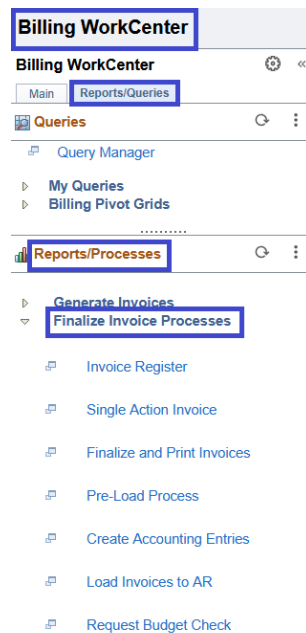


Image: After – Finalize Invoice Processes Section Before Pages/Pagelets were Hidden and Section Name Update



QRG

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Washington State Board for Community and Technical Colleges

