

## 2022 Financial Services Workshop

Wednesday, April 20 and Thursday, April 21

You are invited to the **2022 Financial Services Workshop**. The virtual conference schedule is set for two days, with different topics, presenters and guest speakers each day. Click [here](#) to visit the workshop website to view the schedule, breakout session descriptions, and read about the prestigious guest speakers. The virtual format will allow all Banner Finance users to attend using Microsoft TEAMS with no participant limits. Attendees can choose the topics that are related to their work duties.



[Month End Schedule](#)



[Report Information](#)



[Upcoming Training](#)



[Contacts](#)

## Financial Services Workshop Cornerstone Registration Links

[Wednesday, April 20](#)

[Thursday, April 21](#)

## Journal Entry Tips

- ◇ Banner should assign the journal voucher number, simply click GO.
- ◇ [Instructions to Add Additional Documents to Xtender](#)
- ◇ The [journal entries website](#) provides detailed instructions for all journal entry processes.
- ◇ [Instructions to Remove Banner Messages in Banner Admin Pages](#).
- ◇ ecuBIC query "[Journal Voucher Summary](#)" will provide document status, pending approvals, and posted approvals.