

Happy New Fiscal Year 2023

What's New in 2023

- The fiscal year 2023 begins July 1, 2022 and ends June 30, 2023.
- Update parameters on all Finance SSB queries and admin pages to the new fiscal year 2023.
- Parameters for ODS quick queries have been defaulted to fiscal year 2023.
- Revised [Financial Services Processes](#) document provides helpful information.



[Month End Schedule](#)



[Report Information](#)



[Upcoming Training](#)



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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.

Good Accounting Practices

- Visit the revised [Guide to Materials Management and Purchasing](#).
- Complete the [Monthly Departmental Review Process](#) for every FOAPAL.
- Complete and submit the security reviews as requested.
- Attend training for the newest version of Finance Self Service. Register for training classes on [Cornerstone](#) located in Pirate Port.
- [Monthly journal entry review](#) to verify the status to ensure all journal entries have posted to the general ledger.