

The image features a dark blue background with a large, light blue, multi-lobed decorative shape in the center. Inside this shape, the letters "UCI" are written in a bold, dark blue, sans-serif font.

UCI

**Bright Past.
Brilliant Future.**

KFS Spring Open Forum 2017

March 07, 2017

Decision Support Reports

Cleaning up Encumbrances

Department Chart Maintenance Role

Chart of Accounts (COA) Maintenance Roles

Role	Non-Global Documents						Global Documents					
	Account	Sub Account	Object Code	Sub Object Code	Org	Project Code	Account Delegate	Account Global	Object Code Global	Sub Object Code Global	Account Delegate Global	Account Delegate Model
	ACCT	SACC	OBJT	SOBJ	ORGN	PROJ	ADEL	AGACC	GOBJ	GSOB	GDLG	GDLM
Non-Central Roles												
COA Maintenance User <ul style="list-style-type: none"> Can copy or edit attributes within their own org 	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
Fiscal Officer <ul style="list-style-type: none"> Can maintain sub-account, sub-object code, project 	No	Yes	No	Yes	No	Yes	No	No	No	Yes	Yes	Yes
User (Role 54) <ul style="list-style-type: none"> Cannot maintain COA 	No	No	No	No	No	No	No	No	No	No	No	No

Requesting Access in KSAMS

KSAMS
Welcome Victor M. Cesario

Access Request | Approval Queue | Reports
 Add Request | Remove Request | Contact DSA

Add Access Request Form

User Info

Grantee Name search

*Grantee UCInetID
 Grantee Organization

Access Info

Role Name Lookup search

Copy From User UCInetID: As Of Date (blank for current): [Load Access](#)

*Requested Access:

Namespace

*Reason / Justification

KSAMS - Mozilla Firefox

https://delta.adcom.uci.edu/kfs-tst2/ksams/searchRole.htm?name=maint

Namespace	Role Name		
FINANCIAL	Cashiering - Maintenance	+	?
KFS-COA	Chart Of Accounts Maintenance User	+	?


Close

FileNet: Direct Scanning

An Additional Option to Central
Scanning for DV, TEM, and
PREQs

Disbursement Voucher ?

* required field


 [Print Disbursement Voucher Coversheet](#)

Document Overview

Image Scanning

Option 1: Central Scanning

Original images can be sent to Scanning Services for backup and audit, along with a Coversheet. DO NOT include sensitive data in any items sent to scanning services or uploaded into the Image Scanning tab. [Supporting Document Guide](#)

 [Print Disbursement Voucher Coversheet](#)

Option 2: Link to scanned information on another document

Scanned image data was not found for this document. Please specify if scanned image data is attached to another document in the same KFS module.

Scanned Document Number:

Option 3: Upload supporting documentation

Users can upload Original receipts/backup directly into the Image Scanning tab in lieu of sending the originals to Scanning Services. No coversheet is needed. Please ensure the image file or PDF document is in color (where applicable), is readable, and considered 'finalized' since images cannot be removed once uploaded.

Select File to Upload:

No file selected.

Viewed scanned documentation

No scanned images exist for this document.

Payment Information

Upload image file: .pdf, .jpg, .jpeg, .bmp, .png, .tiff, .tif

Image Scanning ▼ hide

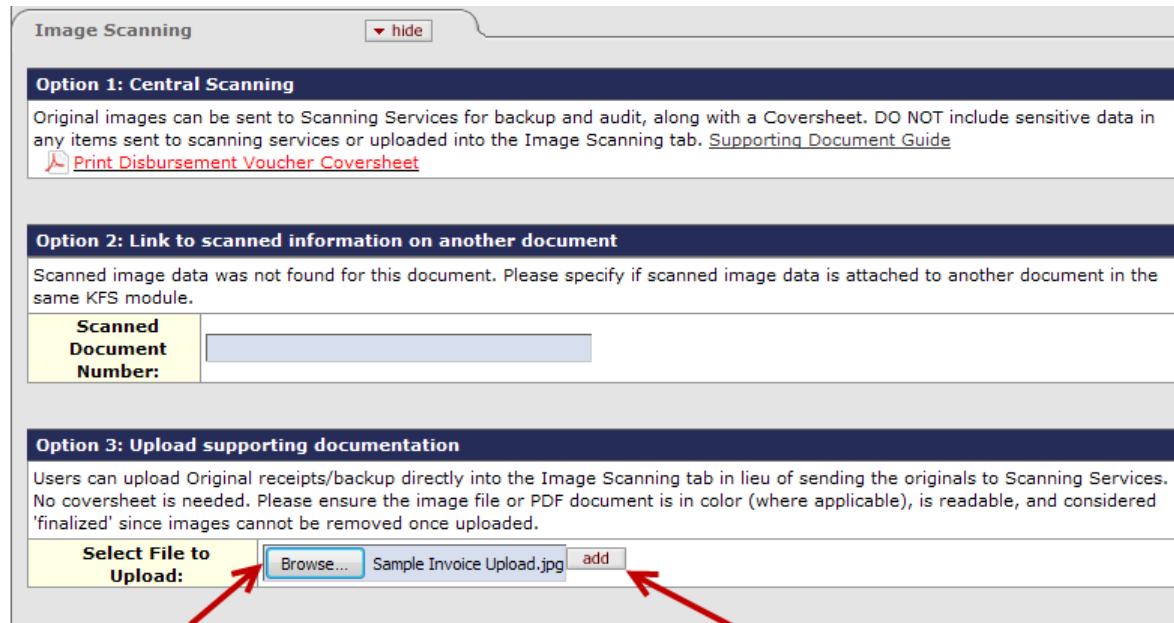
Option 1: Central Scanning
Original images can be sent to Scanning Services for backup and audit, along with a Coversheet. DO NOT include sensitive data in any items sent to scanning services or uploaded into the Image Scanning tab. [Supporting Document Guide](#)
[Print Disbursement Voucher Coversheet](#)

Option 2: Link to scanned information on another document
Scanned image data was not found for this document. Please specify if scanned image data is attached to another document in the same KFS module.

Scanned Document Number:

Option 3: Upload supporting documentation
Users can upload Original receipts/backup directly into the Image Scanning tab in lieu of sending the originals to Scanning Services. No coversheet is needed. Please ensure the image file or PDF document is in color (where applicable), is readable, and considered 'finalized' since images cannot be removed once uploaded.

Select File to Upload: Sample Invoice Upload.jpg



Sensitive Data should be redacted before uploading or sending to Central Scanning

- Images are accessible as soon as they are uploaded.
 - Images should be reviewed for quality and clarity

Image Scanning ▼ hide

Option 1: Central Scanning

Original images can be sent to Scanning Services for backup and audit, along with any items sent to scanning services or uploaded into the Image Scanning tab.

[Print Disbursement Voucher Coversheet](#)

Option 2: Link to scanned information on another document

[View Required Scanned Documents](#)

Scanned Document Number:	<input style="width: 80%;" type="text"/>
---------------------------------	--

Option 3: Upload supporting documentation

Users can upload Original receipts/backup directly into the Image Scanning tab. No coversheet is needed. Please ensure the image file or PDF document is in 'finalized' since images cannot be removed once uploaded.

Select File to Upload:	<input type="button" value="Browse..."/> No file selected. <input style="margin-left: 10px;" type="button" value="add"/>
-------------------------------	--

Viewed scanned documentation

[View Required Scanned Documents](#) ←


Users can continue to send items for Central Scanning as well

No coversheet is needed for uploaded images

- Images appear in the same location and in the same manner as Central Scanning.
- PDF docs can appear as multiple pages
- Image files appear as a single image page

Close << >> Go To 1 / 1 Print Print All Zoom Best Fit Fit To Width Full Size Rotate Left Rotate Right

DV No.: 3452916 Skew Thumbnail



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P.O. BOX 1213
Grand Rapids, Michigan

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0332 West Blvd.
Grand Rapids, Michigan

INVOICE #201
Issued March 19, 2013

PAYMENT DUE
4/15/2013

ITEM DESCRIPTION	QTY		
<p>The license for this application is for development and test purposes only, and cannot be used in a production server environment. For questions, please call Atalasoftware sales at 866-568-0129.</p>			
Layout Template	2		
Drop Banner	4		
Banner with Stand	4	\$500	\$2000
Banner Printing	4	\$500	\$2000
Layout Template	2	\$300	\$600

☰ All

☰ DV

03/06/2017

The license for this application is for development and test purposes only, and cannot be used in a production server environment. For questions, please call Atalasoftware sales at 866-568-0129.

Fiscal Year End Workshops

- 5/23/17 Morning
- 5/24/17 Afternoon

- 5/31/17 Morning
 - Auxiliary/Sales & Services