

RELEASE NOTES

The purpose of these Release Notes is to inform PeopleSoft Financials technical staff and functional users of the scheduled 5.94 release of BOR functional application enhancements.

Release Notes and other accompanying documentation for this release can be found on the [GeorgiaFIRST Financials website](#).

Release 5.94

General Information

Business Processes and Job Aids	Changes to the following Business Processes and Job Aids have been included in this release: New User Self-Registration eProcurement and Purchasing v9.2 Queries and Reports
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Module Specific Information

Accounts Payable (AP)

Modifications to Existing Processes

Payment Request Invoice Date Requirement

Navigation > Payment Request Center > Create

Prior to Release 5.94, the invoice date on Payment Requests populated with the current system date.

Following the release, this behavior has changed. The invoice date is still mandatory, but now payment requesters must manually input it. Failure to do so will result in a warning message, and the Payment Request will be unable to be saved.

A warning message will trigger if:

- The invoice date is left blank after entering the description and cost sub-total.
- The user clicks the **Save for Later** button without entering the invoice date.
- All other fields are fully populated, but the invoice date is missing and the Submit button is selected.

Supplier

Modifications to Existing Processes

New Search Fields for Invitation Activity Log

Navigation: Suppliers > Supplier Registration > Registration Invite Act Log

Two new fields have been added to the Invitation Activity Log search criteria. Users will now be able to search by **Company Name** and **Sent By** in addition to the current search fields.

Delete function for supplier registration invitations

Navigation: Suppliers > Supplier Registration > Manage Registration Invitation

	<p>New functionality has been added to allow ITS to delete older invitations from the Manage Invitations page. Effective immediately after the release, invitations older than 30 days will be deleted from this page. This will help with page performance and searchability.</p> <p>**Please note that users can view all invitation history on the Invitation Activity Log page at Suppliers > Supplier Registration > Registration Invite Act Log.</p>
<p>Supplier Last Modified Date</p>	<p>Navigation: Suppliers > Supplier Information > Add/Update Supplier</p> <p>Following Release 5.90, an Oracle bug was introduced that caused the Last Modified Date for suppliers included in the Voucher Build process to update when the process was run, even though no changes were made to the supplier's profile.</p> <p>As of Release 5.94, an Oracle fix has been applied. The Last Modified Date on suppliers will no longer update when the Voucher Build process is run.</p>
<p>Supplier Spend by Category Report</p>	<p>Navigation: BOR Menus > BOR Purchasing > BOR PO Reports > Supplier Spend by Category</p> <p>Prior to Release 5.94 institutions used the Minority Supplier Report to report spend data for certain supplier classes such as small business and ethnic minority as well as total supplier spend.</p> <p>As of Release 5.94, a new report called the Supplier Spend by Category Report will be available to replace the Minority Supplier Report; this is to align with DOAS reporting requirements.</p> <p>This updated version includes the prior categories and total supplier spend found in</p>

	the Minority Supplier Report as well as new supplier reporting elements such as Small Business, Women-Owned Business, Minority-Owned Business, and Georgia Resident Business.
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Budget Prep (BP)

Reports/Queries

Merit and Equity Adjustment Field Query Updates	<p>Navigation: Reporting Tools > Query > Query Manager</p> <p>For each query listed below, field labels within the query results have been updated:</p> <ol style="list-style-type: none"> 1. BOR_BP_HCM_ERN_CD_LIST > Merit and Equity Adjustment fields updated to Raise 1 Amt and Raise 2 Amt, respectively. 2. BOR_BP_PERS_SERV_EXPORT > Merit and Equity Adjustment fields updated to Raise 1 Amount and Raise 2 Amount, respectively. 3. BOR_BP_PERS_SERV_STG > Merit and Equity Adjustment fields updated to Raise 1 Amount and Raise 2 Amount, respectively. 4. BOR_BP_HCM_ORIG_SAL > Merit and Equity Adjustment fields updated to Raise 1 Amt and Raise 2 Amt, respectively.
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Merit and Equity Adjustment Field Report Updates	<p>Navigation: BOR Menus > BOR Budget Prep > Budget Prep Processing > Personal Services Post/Upload</p> <p>OR</p> <p>Navigation: BOR Menus > BOR Budget Prep > Budget Prep Dashboard > Budget Prep Processing > Personal Services Post/Upload</p> <p>Field labels have been updated in both PDF output files listed below:</p>
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	<ol style="list-style-type: none"> 1. Budget Prep Personal Service Post - PDF output file > Merit and Equity Adjustment fields updated to RAISE 1 AMOUNT and RAISE 2 AMOUNT, respectively. 2. Budget Prep Personal Service Upload - PDF output file > Merit and Equity Adjustment fields updated to RAISE 1 AMOUNT and RAISE 2 AMOUNT, respectively
<p>Page Changes</p>	
<p>Personal Services Page</p>	<p>Navigation: BOR Menus > BOR Budget Prep > Budget Prep Data Update > Personal Services</p> <p>OR</p> <p>Navigation: BOR Menus > BOR Budget Prep > Budget Prep Dashboard > Budget Prep Data Update > Personal Services</p> <p>To align with new COLA Raise Type options, the Merit and Equity Adjustment Effective Date labels are updated to reflect the BP Raise Type 1 and BP Raise Type 2 selections made on the Year/Hour Parameters page, respectively.</p>
<p>Pay Groups Page</p>	<p>Navigation: BOR Menus > BOR Budget Prep > Budget Prep Setup > Pay Groups</p> <p>OR</p> <p>Navigation: BOR Menus > BOR Budget Prep > Budget Prep Dashboard > Budget Prep Setup > Pay Groups</p> <p>To align with new COLA Raise Type options, the Merit and Equity Adjustment labels are updated to Raise 1 Date and Raise 2 Date, respectively.</p>

<p align="center">Reset Raise Dates Page</p>	<p>Navigation: BOR Menus > BOR Budget Prep > Budget Prep Processing > Reset Raise Dates</p> <p>OR</p> <p>Navigation: BOR Menus > BOR Budget Prep > Budget Prep Dashboard > Budget Prep Processing > Reset Raise Dates</p> <p>To align with new COLA Raise Type options, the Effective Date Indicator field labels are updated to include Raise 1 Dt and Raise 2 Dt, respectively.</p>
<p align="center">Year/Hour Parameters page</p>	<p>Navigation: BOR Menus > BOR Budget Prep > Budget Prep Setup > Year/Hour Parameters</p> <p>OR</p> <p>Navigation: BOR Menus > BOR Budget Prep > Budget Prep Dashboard > Budget Prep Setup > Year/Hour Parameters</p> <p>Configuration changes were made to designate all fields on the Year/Hour Parameters page as required. These changes include an asterisk next to each field to illustrate they are required. Additionally, a message of 'Field is Required' will alert users if a field has been left blank. This field must be populated to proceed.</p>

Commitment Control (KK)

Modifications to Existing Processes

<p align="center">Worklist</p>	<p>Worklist > My Worklist - Detail View</p> <p>Previously, the Control Budget Entry Page link was missing from the Worklist for Permanent Adjustment and Transfer Permanent Adjustment Budget Journals.</p> <p>Following Release 5.94, the link is visible, and users can select this link to edit the journal.</p>
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eProcurement (ePro)Purchasing (PO)	
Modifications to Existing Processes	
Buyer Center Updates	<p>Navigation: ePro > Buyer Center</p> <p>Users assigned the BOR_EP_BUYER_CENTER role can view the Buyer Center and all associated links. However, most of these links go unused because ePro users access those areas through other navigation methods.</p> <p>Redundant links have been removed to create a more user-friendly and streamlined interface.</p>
“Invalid NIGP Code” Workflow step criteria change	<p>Navigation: ePro > Create Requisition</p> <p>Prior to this release, the Default NIGP Code approval step would only trigger when the five zero NIGP code (00000) was present on a requisition line.</p> <p>With Release 5.94, the criteria for this approval step was expanded to include all NIGP codes that end in more than one zero:</p> <ul style="list-style-type: none"> • 00000 (five zero code) • X0000 (ending in four zeros) • XX000 (ending in three zeros) • XXX00 (ending in two zeros) <p>This approval step will now trigger anytime a code meeting the new criteria is present on a requisition line. The workflow step has also been renamed to “Invalid NIGP Code.”</p>

General Ledger (GL)	
Modifications to Existing Processes	
Indirect Grant Allocation Process	<p>Allocations > Define and Perform Allocations > Request Allocation</p>

	<p>Previously, if institutions used the PeopleSoft Indirect Allocation process, the indirect expenses were inaccurately calculated if the Indirect Cost (IDC) rate was four-digits. The process calculated based only on the first three-digits. This issue has been resolved with this release and the indirect expenses are calculating correctly.</p>
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Reports/Queries

<p>nVision reports</p>	<p>Navigation: Reporting Tools > PS/nVision > Define Report Request</p> <p>Updated nVision Reports: The following nVision reports were updated to include 2024 year-end mapping changes:</p> <ul style="list-style-type: none"> • AUXCAPAS: Auxiliary Enterprise Schedule of Capital Asset • AERSUMRE: Summary of Revenue • CAPASS: Capital Assets Disclosure • Cash Flow • LEASEOBL: Lease Obligations • NAT: Natural vs Functional • SACAPASS: Student Activities Capital Assets <p>To view the latest mapping documents with changes as of GeorgiaFIRST Release 5.94 and the FY2024 Year-End Manual, refer to the Fiscal Year-End section of the Documentation page on the GeorgiaFIRST Financials website here. For additional information on running nVision reports, please refer to the General Ledger Reports Manual on the Documentation page on the GeorgiaFIRST Financials website here.</p>
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Travel and Expenses (EX)

Modifications to Existing Processes

<p>Reimbursable Miles Not Visible on Expense Reports</p>	<p>After release 5.90 the reimbursable miles were no longer visible on expense reports created before the release.</p> <p>Following Release 5.94, this issue has been fixed and the reimbursable miles are again visible on all expense reports.</p>
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<p style="text-align: center;">Security</p>	
<p>Modifications to Existing Processes</p>	
<p>User ID Creation Allowing Special Characters</p>	<p>Navigation: GeorgiaFIRST Financials website > Register For My Account</p> <p>OR</p> <p>PeopleTools > Security > User Profiles > Distributed User Profiles</p> <p>OR</p> <p>PeopleTools > Security > User Profiles > Copy User Profiles</p> <p>Prior to this release, the system allowed special characters in User IDs upon account creation. Special Characters are not allowed and will prevent users from adding attachments.</p> <p>With Release 5.94, the system will prevent the use of special characters in User IDs created via self-registration or by Security Administrators.</p>
<p>Page Changes</p>	
<p>Register For My Account</p>	<p>GeorgiaFIRST Financials website > Register For My Account</p> <p>A new user can self-register for an account by navigating to the GeorgiaFIRST Financials website https://www.usg.edu/gafirst-fin/ and clicking</p>

	<p>Register For My Account.</p> <p>Prior to this release, this would open a page where they would have to click Register For My Account again before being taken to the screen that prompts for Date of Birth, SSN and Home Zip Code.</p> <p>With Release 5.94, clicking Register For My Account on the GeorgiaFIRST Financials website will take new users directly to the page for entering Date of Birth, SSN and Home Zip Code.</p>
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Other Notes	
Next Scheduled Release	The next release will be PeopleSoft Financials 5.96 . The release date is still being finalized. Additional communication will be sent once the release schedule has been finalized.
More Information and Support	For business impact issues, contact the ITS Helpdesk at helpdesk@usg.edu or https://www.usg.edu/customer_services/about_us/contact/