

# October Drop-in Virtual Office Hours

Monday	Tuesday	Wednesday	Thursday	Friday
<b>3</b> <ul style="list-style-type: none"> <li><b>Accounting</b> (Account Certification, Journals, Adjustments) <b>9-10am</b></li> <li><b>Spend</b> (Requisitions, Purchase Orders, Supplier Invoices) <b>10:30-11:30am</b>; Expenses <b>11:30-12:00pm</b></li> <li><b>General FIN Workday</b> (including FDM Worktags, user interface - R2 changes, Security, Approvals) <b>1-2pm</b></li> </ul>	<b>4</b> <ul style="list-style-type: none"> <li><b>Payroll</b> (Costing Allocation, Accounting Adjustment, HCM subtasks) <b>9-10am</b></li> <li><b>Budget 11-12pm</b> <a href="#">use this link</a></li> <li><b>Grants Management 11-12pm</b></li> <li><b>Spend</b> (Requisitions, Purchase Orders, Supplier Invoices) <b>1:00-2:00pm</b>; Expenses <b>2:00-2:30pm</b></li> <li><b>Reports &amp; Dashboards</b> (Workday &amp; UBI) <b>3-4pm</b></li> </ul>	<b>5</b> <ul style="list-style-type: none"> <li><b>Accounting</b> (Account Certification, Journals, Adjustments) <b>9-10am</b></li> <li><b>General FIN Workday</b> (including FDM Worktags, user interface - R2 changes, Security, Approvals) <b>1-2pm</b></li> <li><b>FDM Interim Process 3-4pm</b></li> </ul>	<b>6</b> <ul style="list-style-type: none"> <li><b>Tuition and Fee Proposal Tool 9:30-10:30am</b></li> <li><b>Grants Management 11-12pm</b></li> <li><b>Payroll</b> (Costing Allocation, Accounting Adjustment, HCM subtasks) <b>1-2pm</b></li> <li><b>Reports &amp; Dashboards</b> (Workday &amp; UBI) <b>3-4pm</b></li> </ul>	<b>7</b>
<b>10</b> <ul style="list-style-type: none"> <li><b>Accounting</b> (Account Certification, Journals, Adjustments) <b>9-10am</b></li> <li><b>Spend</b> (Requisitions, Purchase Orders, Supplier Invoices) <b>10:30-11:30am</b>; Expenses <b>11:30-12:00pm</b></li> <li><b>General FIN Workday</b> (including FDM Worktags, user interface - R2 changes, Security, Approvals) <b>1-2pm</b></li> </ul>	<b>11</b> <ul style="list-style-type: none"> <li><b>Payroll</b> (Costing Allocation, Accounting Adjustment, HCM subtasks) <b>9-10am</b></li> <li><b>Budget 11-12pm</b> <a href="#">use this link</a></li> <li><b>Grants Management 11-12pm</b></li> <li><b>Tuition and Fee Proposal Tool 9:30-10:30am</b></li> <li><b>Reports &amp; Dashboards</b> (Workday &amp; UBI) <b>3-4pm</b></li> </ul>	<b>12</b> <ul style="list-style-type: none"> <li><b>Accounting</b> (Account Certification, Journals, Adjustments) <b>9-10am</b></li> <li><b>Spend</b> (Requisitions, Purchase Orders, Supplier Invoices) <b>10:30-11:30 am</b>; Expenses <b>11:30-12:00pm</b></li> <li><b>General FIN Workday</b> (including FDM Worktags, user interface - R2 changes, Security, Approvals) <b>1-2pm</b></li> <li><b>FDM Interim Process 3-4pm</b></li> </ul>	<b>13</b> <ul style="list-style-type: none"> <li><b>Tuition and Fee Proposal Tool 9:30-10:30am</b></li> <li><b>Grants Management 11-12pm</b></li> <li><b>Payroll</b> (Costing Allocation, Accounting Adjustment, HCM subtasks) <b>1-2pm</b></li> <li><b>Reports &amp; Dashboards</b> (Workday &amp; UBI) <b>3-4pm</b></li> </ul>	<b>14</b>
<b>17</b> <ul style="list-style-type: none"> <li><b>Accounting</b> (Account Certification, Journals, Adjustments) <b>9-10am</b></li> <li><b>Spend</b> (Requisitions, Purchase Orders, Supplier Invoices) <b>10:30-11:30am</b>; Expenses <b>11:30-12:00pm</b></li> <li><b>General FIN Workday</b> (including FDM Worktags, user interface - R2 changes, Security, Approvals) <b>1-2pm</b></li> </ul>	<b>18</b> <ul style="list-style-type: none"> <li><b>Payroll</b> (Costing Allocation, Accounting Adjustment, HCM) <b>9-10am</b></li> <li><b>Budget 11-12pm</b> <a href="#">use this link</a></li> <li><b>Grants Management 11-12pm</b></li> <li><b>Reports</b> (UBI Only) <b>3-4pm</b></li> </ul>	<b>19</b> <ul style="list-style-type: none"> <li><b>Accounting</b> (Account Certification, Journals, Adjustments) <b>9-10am</b></li> <li><b>Spend</b> (Requisitions, Purchase Orders, Supplier Invoices) <b>10:30-11:30 am</b>; Expenses <b>11:30-12:00pm</b></li> <li><b>General FIN Workday</b> (including FDM Worktags, user interface - R2 changes, Security, Approvals) <b>1-2pm</b></li> </ul>	<b>20</b> <ul style="list-style-type: none"> <li><b>Grants Management 11-12pm</b></li> </ul>	<b>21</b>
<b>24</b> <ul style="list-style-type: none"> <li><b>Accounting</b> (Account Certification, Journals, Adjustments) <b>9-10am</b></li> <li><b>Spend</b> (Requisitions, Purchase Orders, Supplier Invoices) <b>10:30-11:30am</b>; Expenses <b>11:30-12:00pm</b></li> <li><b>General FIN Workday</b> (including FDM Worktags, user interface - R2 changes, Security, Approvals) <b>1-2pm</b></li> </ul>	<b>25</b> <ul style="list-style-type: none"> <li><b>Payroll</b> (Costing Allocation, Accounting Adjustment, HCM subtasks) <b>9-10am</b></li> <li><b>Budget 11-12pm</b> <a href="#">use this link</a></li> <li><b>Grants Management 11-12pm</b></li> <li><b>Reports &amp; Dashboards</b> (Workday &amp; UBI) <b>3-4pm</b></li> </ul>	<b>26</b> <ul style="list-style-type: none"> <li><b>Accounting</b> (Account Certification, Journals, Adjustments) <b>9-10am</b></li> <li><b>Spend</b> (Requisitions, Purchase Orders, Supplier Invoices) <b>10:30-11:30am</b>; Expenses <b>11:30-12:00pm</b></li> <li><b>General FIN Workday</b> (including FDM Worktags, user interface - R2 changes, Security, Approvals) <b>1-2pm</b></li> <li><b>FDM Interim Process 3-4pm</b></li> </ul>	<b>27</b> <ul style="list-style-type: none"> <li><b>Grants Management 11-12pm</b></li> <li><b>Payroll</b> (Costing Allocation, Accounting Adjustment, HCM subtasks) <b>1-2pm</b></li> <li><b>Reports &amp; Dashboards</b> (Workday &amp; UBI) <b>3-4pm</b></li> </ul>	<b>28</b>
<b>31</b> <ul style="list-style-type: none"> <li><b>Accounting</b> (Account Certification, Journals, Adjustments) <b>9-10am</b></li> <li><b>Spend</b> (Requisitions, Purchase Orders, Supplier Invoices) <b>10:30-11:30am</b>; Expenses <b>11:30-12:00pm</b></li> <li><b>General FIN Workday</b> (including FDM Worktags, user interface - R2 changes, Security, Approvals) <b>1-2pm</b></li> </ul>	<div style="display: flex; align-items: center; justify-content: center;"> <div style="background-color: #ff9900; color: white; padding: 5px; font-weight: bold; margin-right: 10px;">                     All sessions will use this same zoom link unless otherwise noted                 </div> <a href="https://virginia.zoom.us/j/95908592649?pwd=N3ZMQjhleVBrRnE5K1FJSFBaUEkwQT09" style="color: #00b050; text-decoration: underline;">https://virginia.zoom.us/j/95908592649?pwd=N3ZMQjhleVBrRnE5K1FJSFBaUEkwQT09</a> </div>			