



WYOCLLOUD FINANCIAL MANAGEMENT CONTRACTS

Greetings,

The contracts module is now operational. Please process any contracts as you normally would. If you submitted a contract last week, please click the "Stop Approval" option in the actions menu. Then, you can resubmit the same contract and it will now process through the correct approvals. Any contract that you submitted last week was not routing through approvals. Resubmitting the contract this week will not mean you have submitted it twice.

As a reminder, the WyoCloud team notified you on Saturday, May 26, that the expense module is now operational as well. You may process any outstanding expense items and expense reports. If you need assistance, please contact the UW Help Desk and submit a ticket. The UW Help Desk is your first resource and quickest response for questions. You can contact the Help Desk by emailing userhelp@uwyo.edu or by calling 766-4357 and selecting option #1.

Best,

The WyoCloud Team

Contact Information

The WyoCloud Team
Email: wyocloud@uwyo.edu
www.uwyo.edu/wyocloud

Need help with WyoCloud?
Contact the UW Help Desk
766-4357, Option #1
userhelp@uwyo.edu