



MONTH END CLOSE & UPDATES

Greetings,

Happy holidays! Before you enjoy a well-deserved break, the WyoCloud team wanted to share a few updates with you regarding WyoCloud Financial Management and Business Intelligence Reporting.

November Month End Close

The month of November was closed in WyoCloud Financial Management yesterday, Wednesday, December 20. As the WyoCloud team is committed to continually improving our processes, we closed the month of October after only 9 business days, and we have now closed the month of November in 8 business days. With the month now closed, please review one of our previous month end close [communications](#) for information on useful reports.

Expenditure Corrections

Additionally, if you have submitted an expenditure correction, please know we have received your request and are in the process of making the corrections in as timely a manner as possible. It greatly helps our team if you do not resend your expenditure correction.

Financial Business Intelligence Reports

Please know that the WyoCloud Financial Business Intelligence Reports will not be updated on a nightly basis (as is normal) over the University's winter closure. The reports will be updated tonight (Thursday, December 21) and then updated again early morning on Tuesday, January 2, so users will have the most up-to-date information to use when business resumes on Tuesday, January 2.

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 also contact the Help Desk by emailing userhelp@uwyo.edu or by calling 766-4357 and selecting Option #1.

Best,

The WyoCloud Team