WYOCLOUD FINANCIAL MANAGEMENT AND BUSINESS INTELLIGENCE UPDATES

Greetings,

Below please find several updates on WyoCloud Financial Management and Business Intelligence.

April Closed
The month of April was closed today, Tuesday, May 8, in WyoCloud Financial Management. The WyoCloud team has a variety of reports to help you view your department's transactions. It is recommended you begin by reviewing the Account Analysis report in WyoCloud Financial Management Reports and Analytics. Information on how to run the Account Analysis report can be found in the Quick Reference Guide or in the communication on this report. For additional details of your deposits to TouchNet, please use the TouchNet Details report, which has been updated for the month of April.

General Ledger Dashboard on Business Intelligence
Per a previous communication, the reports on the General Ledger Dashboard on Business Intelligence were not rendering. In order to address this issue as quickly as possible, the WyoCloud team has restored the reports on the dashboard; however, the reports only contain financial information through April 28, 2018. The WyoCloud team is continuing to address this issue so that the reports will be updated on a nightly basis as they normally are. However, in the interim, the dashboard does display information as of the end of April.

Budgetary Control Module in Financial Management
The Budgetary Control module within Financial Management is now operational. In order to address the issues with this module, users will now need to slightly adjust how to render information within the module. Specifically, users will now need to enter a budget period, organization, and fund source in order to render information. These new steps have been added to the Budgetary Control Quick Reference Guide.

IDT's & Year End
With the year-end approaching, we want to send a friendly reminder to process outstanding IDT's. As revenue departments initiate IDTs, it is recommended they follow up with any

expenditure departments if the revenue from an IDT has not yet appeared in their accounts. Revenue units can run the [Account Analysis report](#) to see what revenue has been entered in their accounts.

System Maintenance
The WyoCloud team is sending a second reminder that WyoCloud Financial Management and Business Intelligence will be down for regular maintenance beginning **Friday, May 18, at 5:30 p.m. through Monday, May 21 at 8:00 a.m**. Users will be unable to access the system during this time. Please be sure you log out of the system by 5:00 p.m. on Friday, May 18. WyoCloud Planning and Budgeting will be unaffected by this maintenance.

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