

# HERE TO HELP

Throughout the University of Wyoming, departments often face periods in which they could use additional support in their financial processes or other business services.

For this reason, the Financial Affairs Support Team is available to provide a wide range of business services and support to all University departments on an on-call, short- or long-term basis!

If you don't see anything that fits exactly what you need, please don't hesitate to contact us. We are flexible and can provide support in multiple forms!

## **Our Team**

Our team is comprised of experienced financial associates, analysts, and student interns rigorously trained in the University's financial systems.

We offer support at every level and are always happy to answer any questions you may have.



Request help by completing the Request Form on our Website

# OUR SERVICES

#### **ON-CAMPUS BUSINESS SUPPORT**

Designated employee assigned to your department for a short-term or long-term basis to provide financial services support during staff vacancies or high-volume crunch times

#### TRAINING & TROUBLESHOOTING

One-on-one training for help completing financial processes, running reports, or particular software help (ex. WyoCloud)

### POLICIES & PROCEDURES

Help with drafting, updating, and communicating policies and procedures. We can also coordinate individual or departmental trainings on these topics

## **BUSINESS PROCESS IMPROVEMENT**

Analysis of current processes and data using qualitative and quantitative measures to provide an action plan with alternatives to maximize efficiencies



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Financial Affairs Support Team