



WYOCLOUD FINANCIAL MANAGEMENT & HCM OPERATIONAL AFTER UPDATE

Greetings,

WyoCloud Financial Management and HCM are **now operational and accessible** after this weekend's update.

As previously communicated, a few small updates were made to the system as part of this update. All [Quick Reference Guides](#) have been updated to reflect these changes. The changes were also shared during the Finance & HCM Update Deep Dive last Thursday, May 14th. Click [here](#) to view a recording of the presentation.

A summary of the changes are below:

Finance

- An Oracle bug has been identified for expenses that require itemization. This bug will be fixed by June 1st. It only affects expense reimbursements that require itemization and **does not** affect p-card transactions that require itemization. A workaround to the issue has been identified and the steps are outlined in the **attached document**. This process will not delay reimbursements. A communication will be sent to campus when the bug has been fixed and users can resume completing expense items that require itemization as normal.
- **NEW!** Delegates can submit cash advances on behalf of another employee after this weekend's update. The cash advance submitted by a delegate will route to the employee for approval and then to the employee's immediate supervisor for approval. The Quick Reference Guide for [Requesting and Reconciling a Cash Advance](#) has been updated.

HCM

- When adding an absence, the absence end date will default to match the start date. For multiple-day absences, this end date will need to be updated to the final working day you plan to be gone.
- An enhancement to My Team page for supervisors has added the ability for supervisors to toggle between assignments on the compensation screen should any of their reports have more than one assignment.

- The Skills and Qualifications page has received an update. All the page functionality to add skills, education, degrees, etc. remains available. However, users will notice the page has moved to a new mobile responsive look and feel.

Best,

The WyoCloud Team

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Need help with WyoCloud?
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