

July 17, 2013

FYE 2013 – InfoGuides Available

Always had questions about those in-and-out entries on your financial statements this time of year?

Now there's new documentation that explains what accruals, accrual reversals, and expenses look like on your Cognos financial reports. Report examples show data from Concur, the Marketplace, and PeopleSoft Finance. We encourage you to check it out on the [Office of University Controller Finance System Calendars webpage](#).

Read a Good Guide Lately?

We're talking catalog guides – as in the CU Marketplace Punch-out and Hosted Catalog Guides.

Available on a dedicated PSC webpage, and easily reached from the [Marketplace learning resources page](#), these guides step you through the numerous catalog suppliers and their vast range of products and services. From information technology to scientific equipment to furniture to office supplies ... you'll find it all, right here.

And there's another valuable resource online: in the [CU Marketplace Catalog Supplier Information Matrix](#). The matrix offers really useful details including deadline for same-day orders, processing turnaround times, additional documentation, supplier contacts, and so forth.

All of these documents available to help, thanks to the PSC's Supplier Enablement Analyst, Kyle Webb.

Questions? Contact Kyle at Kyle.Webb@cu.edu or 303.764.3471.

Save the Date: 2013 Supplier Showcases

September is for Supplier Showcases! Watch for complete information on the PSC website ... and in the meantime, make a date for a Showcase:

- Boulder Campus: Wed, Sept 11
- Anschutz Medical Campus: Thu, Sept 19
- UCCS: Wed, Sept 25

Got Temporary Services?

The fall semester will be upon us very soon. If your department needs temporary labor services to accommodate the traditional rush at the start of the academic year, you'll want to review the following summary reminders.

The University of Colorado has contracts for temporary services for:

- Manual and Administrative staffing (with Remedy Intelligent Staffing)
- Healthcare professionals (with Maxim Staffing)
- Information Technology personnel (with Equity Staffing)

Among the positions that are available for quick placement are:

- Bookstore Cashier
- Administrative Assistant
- Janitor
- Facilities/Grounds Maintenance
- Desktop Support/IT Help Desk
- Student Health Clinic Personnel

Note that the CU contracts offer you the flexibility to add job descriptions to meet specific department needs.

For more info, visit [How to Buy Temporary Services](#).

Questions? Contact Kathy Chang at Kathy.Chang@cu.edu or 303.764.3465.