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Month-End Scheduled Reports: Time to Renew Your CU-Data Credentials [1]

Many of you have scheduled certain m-Fin reports to run automatically at month-end close. The upgraded (as of August) CU-Data environment requires you to renew your credentials to ensure your scheduled reports run without interruption.

You'll need to renew your credentials today (Thursday, September 5), *if:*

- You haven't yet renewed your credentials in the upgraded CU-Data environment.
- You've recently changed your network password.

Here's how to renew your credentials:

1. Click the user icon in the top-right corner of the CU-Data page.
2. Select "**Profile and Settings**."
3. Under "**Advanced Options**," click "**Renew for Credentials**."
4. Enter your **username** and **password**. These are your network credentials - the username and password you use to log into the portal or onto your computer.
5. Click "**OK**."

Questions? Contact FSS@cu.edu [2].

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Links
[1] https://www.cu.edu/controller/news/office-university-controller-news/september-5-2024-edition/month-end-scheduled [2] mailto:FSS@cu.edu