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Journal Notifications [1]

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The annual Finance System update (effective February 12, 2022) introduced a new look for the FIN homepages [2]. Among the enhancements is a new **Notifications** panel where you can easily see if you have journals to approve. (This is the same list that you see when you look in your Worklist.) The panel defaults to always display on your FIN homepages.

If you'd rather *not* have the Notifications panel displayed, you can hide it:

- In the upper right of the screen, click on the **Actions** ellipsis (three dots).
- Click the **Personalize Homepage** link.
- Change the **Show Notifications Panel** option to No.
- Click **Save**.

To see the journals awaiting your approval when you've turned off the Notifications panel: click the **Bell** icon in the upper right of the screen.

Questions? Contact the OUC's new Financial Services & Solutions (FSS) team at FSS@cu.edu [3].

Source URL:https://www.cu.edu/controller/office-university-controller-news/march-3-2022-edition/journal-notifications

Links
[1] https://www.cu.edu/controller/office-university-controller-news/march-3-2022-edition/journal-notifications [2] https://www.cu.edu/controller/finance-system-homepage-updates [3] mailto:FSS@cu.edu