



# April 2020 BRC Blast – Fiscal Close Classes



## UCOP Business Resource Center announces...

### Fiscal Close Classes!

This is a review of fiscal close practices and procedures. We will be holding two identical sessions – one on Friday May 1 and one on Monday May 4. Come to one, come to both, but definitely come if you have questions about any of the following:

▪ Fiscal close calendar	▪ Journals
▪ Invoices and Pcard orders	▪ Accruals and deferrals
▪ Business travel & entertainment	▪ Recharges
▪ Open commitments	▪ NPEARs
▪ Encumbrances	▪ Budget Office topics

### Session Dates

- Friday, May 1, 10 – 11:30 a.m.
- Monday, May 4, 2 – 3:30 p.m.

### At each session, we will:

- Give a brief overview of the topics and take questions as time permits
- Provide a calendar outlining when documentation is due to the BRC
- Provide hand-outs
- Provide a contact list – who to call for which questions
- Have on hand copies of the form necessary to provide QDB (ledger) access

### Join Zoom Class

\*Join Zoom Meeting

<https://UCOP.zoom.us/j/6441198174?pwd=TEp2UE9oMVJZUjA0QjBrbVJwMlh2UT09>

To join from your phone:

+16699006833,,6441198174# US (San Jose)

+16692192599,,6441198174# US (San Jose)

Enter meeting ID: 630 933 030 / Password: BRCBRC

\*You will need to join online if you wish to view the presentation

**No registration is necessary. Need more information? Email [BRC-CAAP@ucop.edu](mailto:BRC-CAAP@ucop.edu)**