



WAVE 2 TRAINING SESSION
PARKING LOT QUESTIONS AND ANSWERS
APRIL 28, 2015
1:00 PM – 4:30 PM
TRAINERS: REBECCA GLAZER & RACHEL MCCLELLAND
BT SME: NO ANSWER WHEN CALLED
TRAINING FACILITY: IS INC.
ROOM #: 8

20150428_AP101_PM
QUESTIONS AND ANSWERS

Question	Answer
Q: Is there a standard when you create a vendor short name?	A: Yes. It is the first ten characters of the vendors name.
Q: Since SCO audits vouchers and they are not coming onboard until Wave 3, what is the payment process they use after the voucher has been approved? Do they still use claim schedules and/or paper copies to process payments?	A: SCO Audits is approving vouchers in FI\$Cal in Wave 1.
Q: Once the Vendor Management approves an update, will the person who submitted the update receive notification?	A: Yes, the person who submitted the request will receive a notification.
Q: What is the process for an invoice dispute? Hold or deny? If it is denied, is the voucher sent back to the previous approver or does it drop off entirely?	A: The invoice dispute process is not changing. The department will fill out the dispute form and work with the vendor as appropriate. If a voucher is denied, it will be pushed back to the AP Processor who created the voucher.