UFS Jargon Buster

UFS Jargon	*Translates to…*
AP	Accounts Payable module. Paying supplier invoices.
AR	Accounts Receivable module. Raising sales invoices and accounting for income.
Award	Represents the source of funding.
CAPSA	Name given to set up Oracle in 2000.
Category	Code given to classify goods and services purchased.
Chart of Accounts	University account code structure.
Cost Centre	Reflects each activity within the department.
CRSid	User identity; usually comprised of your initials followed by two to four digits.
(C)UFS	(Cambridge) University Finance System.
Distributions	Process of charging expenditure or allocating income.
Expenditure Type	The category heading used to classify expenditure when coding to a project.
Favourites	Set up on the E-Business Suite Homepage to create shortcuts through to frequently used tasks.
Folder Tools	Allows you to customise the look of some forms.
General Ledger (GL)	Heart of the accounting system that collates information on all processed transactions.
iProc	The iProcurement module for all your purchasing needs
Navigator	Screen that displays all of the tasks available within the selected responsibility.
Personal Profile	Used to store specific defaults such as your printer and telephone and fax numbers.
Preferences	Used to change your UFS login passphrase as well as amend your Personal Profile
Project Code	Usually the same as the warrant number
Responsibility	Ability to use a specific area of the system.
Source of Funds	Used to distinguish where funds have originated from.

UFS Jargon	Translates to…
Task	Splits a project in to manageable "work parcels". EM uses the building code.
Transaction Code	Describes the type of item that is being purchased or sold.
Top Ten List	List of frequently used tasks that displays on your Navigator screen. It is specific to each responsibility.
UFS	University Finance System.
UOM	Unit of Measure.
Wild card	The % symbol, used to assist when searching for information.