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# WHAT'S NEW?

## U of T's Electronic Funds Transfer (EFT) Initiative (Pilot Project)

The University has introduced an initiative to enable select vendors to transition from receiving payments in the form of a cheque to an electronic funds transfer (EFT).

**NOTE:** The EFT pilot project represents minimal change to the business processes for departments.

Interested in learning more about changes for FIS users?

[Visit the Financial Services' Documentation and Support page](#) to learn about:

- Participating vendors
- An overview of the project
- Highlights for Financial Administrators
- Documentation and Simulations related to the EFT Initiative and FIS (reporting and processing)
- Contacts

# SIMULATIONS

## How to Perform a Journal Entry to Correct Tax Codes or FIS Account Assignments

When processing financial transactions in FIS, users may use the wrong tax code, which impacts the net of tax-rebate amount that departments are charged.

[Watch this simulation to learn how to process Journal Entry to correct tax code and account assignment errors \(e.g. Funds Center, Cost Center\).](#)

# ARTICLES

## **How can I print a report in PDF format within the FIORI Launchpad Reporting Application?**

The FIORI Launchpad (FLP) Reporting application provides users with 24/7 access to certain AMS reports with live data, even during system downtimes.

As an alternative to printing reports generated in this application to a local printer, users can print it to a PDF format. [Read this article to learn about how to print FLP reports in PDF format.](#)

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## **Did you receive the error message, “Vendor blocked and marked for deletion” when processing an ERDD in FIS? Here is what it means, and what you need to do to remove the block**

A common error message FIS users experience when processing Expense Reimbursement Direct Deposits (ERDD) in FIS is "Vendor blocked and marked for deletion". This error is a result of a break/gap in an employee's HRIS record.

[Click here to learn more about the message](#), and steps you can take to unblock the employee vendor account if they are active and alternative payments if they are no longer an employee.

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## TRAINING

- [FIS Training Calendar](#)
- [Newsletter - Archive](#)

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