



The following schedule is a summary of the system availability for the 2020 fiscal year-end closing process to begin at 7:00 pm on Tue, April 28th, 2020.

If you have questions or concerns, please contact your FAST representative <http://finance.utoronto.ca/fast/fast-team-contacts-and-faculty-representatives/> .

Activity	7:00 pm on April 28 th through to 7:00 am on May 1, 2020	Beginning 7:00 am on May 1 st
Reporting availability in FIS and Web applications		
FIS Web applications	AMS is NOT available for reporting and processing, however RPT is available for reporting. On April 29 th through until the opening on May 1 st , RPT will reflect data as of close of business on April 28 th as well as the April 2020 month-end view; No; systems closed for year-end processing	AMS is available for reporting and processing. RPT (May 1 st); daily cloning schedule will resume and therefore will include year-end processing activity. RPT will reflect April 2020 year-end view (i.e. includes carry forward results). Yes; web applications will be available, though uSOURCE will not be available until 9:00 am on May 1 st .
Processing availability in FIS:		
<u>Accounting:</u> Journal Entries A/P Invoices A/P Credit notes A/R Invoices A/R Credit notes ERDD Reversals Posting Parked documents	No; ALL systems closed for year-end processing	Yes
<u>Logistics transactions:</u> Purchase Requisitions Purchase Orders Goods Receipts Invoice Receipts	No; ALL systems closed for year-end processing	Yes

Activity	7:00 pm on April 28th through to 7:00 am on May 1, 2020	Beginning 7:00 am on May 1st
<u>Funds Management:</u> Manual reserves Budget Workbench	No; ALL systems closed for year-end processing	Yes
Processing using Web applications:		
<u>uSOURCE:</u>	No; ALL systems closed for year-end processing (Note: uSOURCE will close on Tuesday, April 28, 2020 at 5:00 pm)	uSOURCE will open for processing on Friday, May 1, 2020 at 9:00 am
<u>Capital Projects Portal:</u>	No; ALL systems closed for year-end processing	Yes
<u>ERDD on the Web:</u> Set up/Change/Save ERDD Post ERDD	No; ALL systems closed for year-end processing	Yes Yes Yes