

USAS ROUNDTABLE

OCTOBER 15, 2008

I. INTRO/ GET TO KNOW

II. REFLECTIONS STATUS

III. FTP FILES

- A. Set up**
- B. CSV file creation**
- C. ASCII vs Binary**

IV. USASWEB

- A. Automatic Numbering (USASDAT)**
- B. Preferences**
- C. Check Query**
- D. Security Set up for Requisitions (see Ch. 106-1 USAS Ref Manual)**
- E. Split Items (Price/Quantity)**

V. BEST PRACTICES

- A. Web vs Alpha**
- B. EXPROC (see Ch. 42 USAS Ref Manual)**
- C. Payment Due Date**
- D. Receipt Posting**
- E. Month End/ Beginning of Month**
- F. Out of System Checks (Manual or Laser)**
- G. Running of Adjust**

VI. OTHERS

OPEN DISCUSSION AND WRAP-UP