

# **UF GO Updates**

As we continue learning and working together in UF GO, we are highlighting relevant information and resources available for campus.

#### **Question of the Week**

### What can I do if I misplaced my Travel or PCard receipt?

In the event a receipt cannot be obtained, is lost and cannot be recreated, UF GO provides an electronic Missing Receipt Declaration form within the Expense Module. Use this <u>quide</u> to learn more.

## **Resource Highlight**

Not sure what is the status of your Expense Report or Travel Request? Use our resources to learn about the timeline and the statuses of these transactions.

View Status of an Expense Report and View Status of a Travel Request

# **Office Hours**

#### May: UF GO Office Hours

During the month of May, a new schedule for UF GO office hours will be available. Please click the <u>link</u> for the schedule and Zoom links.

#### Resources

UF GO <u>Onboarding section</u> on our website has the latest news and resources.

We are here to support you as we transition to UF GO!

