

<b>Finance Onboarding: Introduction</b>	
Onboarding Checklist	PDF document (attached)
Onboarding: Introduction Handout	PDF document (attached)
Manager Discussion	PDF document (attached)
P Card Application	<a href="http://www.bu.edu/cards/services/p-card/">http://www.bu.edu/cards/services/p-card/</a>
Travel Card Application	<a href="http://www.bu.edu/cards/services/travel-card/">http://www.bu.edu/cards/services/travel-card/</a>
<b>Finance Onboarding: Procurement and Payment</b>	
Shopping Cart Training Videos	<a href="http://www.bu.edu/sourcing/shoppers-guide/shopping-cart-training-2/">http://www.bu.edu/sourcing/shoppers-guide/shopping-cart-training-2/</a>
Set Up FSR Account	<a href="https://questrompublish.bu.edu/toolkit/Forms_for_Admin_Tool_Kit_Facilities/How_to_set_up_a_FSR_Account.pdf">https://questrompublish.bu.edu/toolkit/Forms_for_Admin_Tool_Kit_Facilities/How_to_set_up_a_FSR_Account.pdf</a>
Commonly Used GL's	PDF document (attached)
Shopper Desk Guide	PDF document (attached)
Payment Method	PDF document (attached)
Onboarding: Procurement and Payment Training	PDF document (attached)
Ordering Business Cards	<a href="http://www.bu.edu/sourcing/shoppers-guide/fundamentals-of-procurement/how-to-buy-goods/business-cards-and-stationery/">http://www.bu.edu/sourcing/shoppers-guide/fundamentals-of-procurement/how-to-buy-goods/business-cards-and-stationery/</a>
BUWorks Trainings	<a href="http://www.bu.edu/tech/about/training/classroom/buworks/">http://www.bu.edu/tech/about/training/classroom/buworks/</a>
<b>Finance Onboarding: Budget Tracking</b>	
Budget Tracking Training Videos	<a href="https://cdnapisec.kaltura.com/p/2159741/sp/215974100/embedIframeJs/uiconf_id/36692901/partner_id/2159741/widget_id/1_v0f8412f?iframeembed=true&amp;playerId=kaltura_player_59a725c6284ae&amp;flashvars[playlistAPI.kpl0Id]=1_sp9sds lj&amp;flashvars[playlistAPI.autoContinue]=true&amp;flashvars[playlistAPI.autoInsert]=true&amp;flashvars[ks]=&amp;flashvars[streamerType]=auto&amp;flashvars[localizationCode]=en">https://cdnapisec.kaltura.com/p/2159741/sp/215974100/embedIframeJs/uiconf_id/36692901/partner_id/2159741/widget_id/1_v0f8412f?iframeembed=true&amp;playerId=kaltura_player_59a725c6284ae&amp;flashvars[playlistAPI.kpl0Id]=1_sp9sds lj&amp;flashvars[playlistAPI.autoContinue]=true&amp;flashvars[playlistAPI.autoInsert]=true&amp;flashvars[ks]=&amp;flashvars[streamerType]=auto&amp;flashvars[localizationCode]=en</a>
BW Reports Video Training	<a href="http://www.bu.edu/tech/support/buworks/help/bw/intro-to-bw-reporting/">http://www.bu.edu/tech/support/buworks/help/bw/intro-to-bw-reporting/</a>
Onboarding: Budget Tracking	PDF document (attached)
BUWorks Trainings	<a href="http://www.bu.edu/tech/about/training/classroom/buworks/">http://www.bu.edu/tech/about/training/classroom/buworks/</a>
<b>Finance Onboarding: Travel and Expense Reports</b>	
Travel Services	<a href="http://www.bu.edu/travelservices/">http://www.bu.edu/travelservices/</a>
Concur Training Videos	<a %20allowfullscreen%20webkitallowfullscreen%20mozallowfullscreen%20frameborder="0" %20height="330" %20title="Kaltura%20Player" %20width="740" href="https://cdnapisec.kaltura.com/html5/html5lib/v2.61.1/mwEmbedFrame.php/p/2159741/uiconf_id/36692901?wid=1_h7p56iy4&amp;iframeembed=true&amp;playerId=kaltura_player_59cbf98f90747&amp;flashvars[playlistAPI.kpl0Id]=1_t375ukqx&amp;flashvars[playlistAPI.autoContinue]=true&amp;flashvars[playlistAPI.autoInsert]=true&amp;flashvars[ks]=&amp;flashvars[streamerType]=auto&amp;flashvars[localizationCode]=en">https://cdnapisec.kaltura.com/html5/html5lib/v2.61.1/mwEmbedFrame.php/p/2159741/uiconf_id/36692901?wid=1_h7p56iy4&amp;iframeembed=true&amp;playerId=kaltura_player_59cbf98f90747&amp;flashvars[playlistAPI.kpl0Id]=1_t375ukqx&amp;flashvars[playlistAPI.autoContinue]=true&amp;flashvars[playlistAPI.autoInsert]=true&amp;flashvars[ks]=&amp;flashvars[streamerType]=auto&amp;flashvars[localizationCode]=en"%20width="740"%20height="330"%20allowfullscreen%20webkitallowfullscreen%20mozAllowFullScreen%20frameborder="0"%20title="Kaltura%20Player"</a>
Questrom Concur Quick Reference Guide	PDF document (attached)
Onboarding: Travel Expense Reports	PDF document (attached)