|                                  | Authorized Roles (Contact VP of Busine                        |  |
|----------------------------------|---|--|
|                                  | xt to the role(s) for each User that requires access to a mod |  |
| Asset Management                 | Purchasing  | Budget Prep  |
| AM Custom Rpts/Prcs              | PO approve  | Budget Prep Inquire                                    |
| Process Asset Depreciation       | Purchasing Inquire Pages                                      | Budget Prep Reports                                    |
| Asset Management Inquire Pages   | PO Maintenance  | USO Only Budget Prep Repor                             |
| Asset Management Interfaces      | PO Processes  | Budget Prep Processes                                  |
| Asset Management Maintenance     | Procurement Contracts-Maintain                                | Budget Prep Grants                                     |
| Physical Inventory               | Receive Purchase Orders                                       | Budget Prep Online Updates                             |
| Asset Management Process         | Purchasing Reports-Admin                                      | Budget Prep Setup & Config                             |
| Asset Management Reports         | Purchasing Reports-Executive                                  | _  |
| Service/Repair Assets-Maintain   | Requisition Maint-Approve                                     | Expenses   |
|                                  | Requisition Add, Maint, Copy                                  | [WF] Approval Prcs Dfn-Role                            |
| Accounts Payable                 | Requisitions-Process  | Expense Approvals                                      |
| Vendor 1099 Inquiry              | Requisition Workbench   | Audit Expense Trans-Inquire                            |
| 1099 Processes/Maint             | Purchasing Setup/Configure                                    | Auth Expense Users                                     |
| Accounts Payable 1099 Reports    | Add Vendors   | Expense Batch Processes                                |
| AP Budget check                  | Vendor Approval   | Budget Check Process                                   |
| Delete Control Groups            | Correct Vendors   | Exp Cash Advance                                       |
| Create/Maintain Control Groups   | Vendor Maint  | Cash Advance-admin                                     |
| Payment Post, Cancel, Escheatm   | SUPERVISOR***   | Cash Advance-Approval                                  |
| AP Paycycle Processing           |   | Maintain Empl data                                     |
| Banner to AP Interface           | ePro  | Expense trans maintenance                              |
| Accounts Payable Inquire         | Receive a PO in ePro  | Expense Manager  |
| Matching and Doc Tol Processes   | [WF] Ad Hoc Approver for Regs                                 | Modity Approve Exp Trans                               |
| Paycycle Approve                 | [WF] Approval Prcs Dfn-Role                                   | Reassign appr wk-authorze us                           |
| Process Positive Pay             | Buyer Center  | Expense Reports  |
| Quick Entry Invoice              | ePro Configuration and Setup                                  | Expense Setup/config                                   |
| Accounts Payable Reports         | Requisition Inquiry   | T & E Admin Center Access                              |
| AP Setup & Config                | ePro Processes  | T & E Center Access                                    |
| Voucher Build                    | Reassign appr wk-authorze user                                | 1 4 2 3011017100000                                    |
| Regular Voucher Entry            | ePro Requester  | Tree Manager   |
| Maintain Vouchers                | Approve Requisitions  | Tree Viewer  |
| Voucher Post, Close and Delete   | Requisition Add, Maint, Copy                                  | Tree Maintenance                                       |
| Voucifer 1 ost, close and belete | Marketplace (CAT) Requester                                   | Tree Wallterlanee                                      |
| General Ledger                   | Marketplace (CAT) Requester                                   | Reporting/nVision                                      |
| Year End Reports                 | Warketplace (OAT) Bayer                                       | Admin Reporting Permissions                            |
| Open-Close Periods               | Accounts Receivable   | Report Administrator*                                  |
| Maint/Prcs bank statements       | Apply Payments  | Report Super User*                                     |
| Banking SETUP                    | Create a Receivable   | Access to nVision reports                              |
| Setup and config GL              | Add/Maintain a Customer                                       | Access to Tivision reports  Access to Security Reports |
| <del></del> ·                    | Define Receivable Process                                     | Access to Security Reports                             |
| Continuous Audit                 |   | Consults // Montefloss Advain                          |
| GL Custom BOR Interfaces         | AR Inquiry  | Security/Workflow Admin Local Security Administrator   |
| FDM Maintenance (USO Only)       | Maintain Receivables/Worksheet                                | Workflow Administrator                                 |
| Utility Processes                | AR Processes  |  |
| General Ledger-Inquire           | AR Reports  | BOR_Exclude (For Contractor                            |
| Journal Unlock                   |   | X BOR PeopleSoft User****                              |
| FSA-Open Items                   | Commitment Control  |  |
| Perform Allocations-Processes    | Budget Progress Reports                                       | Query  |
| Perform Allocations-Report       | CC BOR Custom Interfaces                                      | Query Viewer   |
| Closing Rules                    | KK Inquire Pages  | Query Create Private                                   |
| Journal Generator Process        | Enter/Maintain Budgets  | Query Create Public                                    |
| Process Jrnls-Maintain           | KK Processes  | Query Administrator                                    |
| Mark to Post/Unpost/Post         | KK Reporting  | BOR Reconciliation User                                |
| Process Jrnls-Processes          | Commit/Control Setup  | Query Access Groups-All                                |
| General Ledger-Reports           |   | Query Employee Sensitve Dat                            |
| <u> </u>                         |   |  |