IOWA

Accounting and Financial Reporting

MEMORANDUM

Date: November 12, 2024
To: WebCV Users
From: Accounting and Financial Reporting
RE: Announcement of Updated WebCV Application Effective November 12

Accounting and Financial Reporting (AFR) is pleased to announce the implementation of an updated WebCV application. As this is not a stand-alone application, it can be accessed through the Transaction Detail Report (TDR) accessed through the Self-Service portal under *Business & Financial Systems – Data, Reports & Dashboards – Electronic Financial Reports (EFR) Portal,* or through the APPO Voucher reports found through Self-Service portal under *Business & Financial Systems – Data, Reports & Dashboards – AP-PO PeopleSoft*. The focus of this update was to move the application from old code to new supported code with some minor improvements. The largest noticeable change will be the look and feel of the application.

Key Updates made

- **MFK errors**
    - The MFK input boxes will now feature a red outline, and a red error message will be displayed beneath the MFK to specify the nature of any errors.
- **Valid MFK(s) – Edit/Delete buttons**
    - Edit and Delete buttons have been updated to icons and have been repositioned to the right of the valid MFK, enhancing accessibility and usability.
- **User lock issues resolved**
    - The browser's back and forward buttons are disabled, requiring users to navigate using the application's built-in buttons.
    - If multiple windows are open for the same WebCV, the most recent window being worked will prompt a message to identify other changes made, necessitating a refresh and review. Once submitted, any remaining open windows will not be allowed to submit.
    - If a user closes the WebCV before completing an entry, selecting "Correct Entry" will return them to their last saved position.
- ***NEW* WebCV Journal Summary page**
    - This page includes the WebCV Journal ID and a notification of when it will be processed, displayed in a green message box at the top.
    - The header features the WebCV Journal ID and date.
    - Original Entry information included.
    - Displays initial, current and difference remaining amounts.
    - Lists all MFK(s) and their corresponding amounts for the entry.
    - CTJ questions and answers are included if required for the entry.

Thank you for your attention to these improvements. We believe these updates will enhance your experience when completing WebCVs.

If you experience any issues with the application or have questions, please send specific details, along with any screenshots that are helpful, to: AFR-ElecFinTrans@uiowa.edu, with the subject line of "*WebCV*".