

Finance Inquiry Navigations

Login to PS Finance: <https://www.connectnd.us/psp/ndfp/?cmd=login>

Need Assistance

NDUS Help Desk (866) 457-6387

UND Help Desk 777-2222

Email to: financequestions@mail.und.nodak.edu

Password (Change)

Menu > Change my Password

Password (Locked)

Contact the NDUS Help Desk at (866) 457-6387 to reset

Budget Details

Menu > Commitment Control > Review Budget Activities > Budget Details

Budgets Overview

Menu > Commitment Control > Review Budget Activities > Budgets Overview

Inventory Query

Menu > Reporting Tools > Query > Query Viewer

Inventory Query Name: NDU_AM20_INVENTORY_BY_DEPT

Journal Entry/Journal Import

Menu > General Ledger > Review Financial Information > Journals

Ledger Inquiry

Menu > General Ledger > Review Financial Information > Ledger

My Favorites

Menu > My Favorites

Payment Inquiry

Menu > Accounts Payable > Review Accounts Payable Info > Payments > Payment

Process Monitor (Retrieve your requested reports)

Menu > People Tools > Process Scheduler > Process Monitor

Purchase Order Inquiry

Menu > Purchasing > Purchase Orders > Review PO Information > Purchase Orders

Purchase Order Activity Summary

Menu > Purchasing > Purchase Orders > Review PO Information > Activity Summary

Purchase Order Document Status

Menu > Purchasing > Purchase Orders > Review PO Information > Document Status

Queries

Menu > Reporting Tools > Query > Query Viewer

Tip: Queries for Higher Education begin with NDU_

Voucher Inquiry

Menu > Accounts Payable > Review Accounts Payable Info > Vouchers > Voucher

Voucher Accounting Entries -Review accounting entries & its posting to the General Ledger (Journal IDs)

Menu > Accounts Payable > Review Accounts Payable Info > Vouchers > Accounting Entries