

ACCOUNTING SERVICES SCHEDULE

May 2023



Monday	Tuesday	Wednesday	Thursday	Friday
1 GLS c/o 10 am	2 Student time for period ending 4/28/23 locked @ 11:59 am Access Online Ledgers	3	4	5 Student Payday period ending 4/28/23
8	9 Wage time for period ending 5/5/23 locked @ 11:59 am	10	11	12 Wage Payday period ending 5/5/23
15	16 Student time for period ending 5/12/23 locked @ 11:59 am	17	18	19 Student time for period ending 5/12/23 locked @ 11:59 am Academic Payday period ending 5/14/23
22	23 Wage time for period ending 5/19/23 locked @ 11:59 am	24	25	26 Wage Payday period ending 5/19/23
29  Memorial Day Bank Holiday	30 Student time for period ending 5/26/23 locked @ 11:59 am	31 Professional Payday period ending 5/31/23		

TRAINING OPPORTUNITIES

Description	Division	Date	Time	Location
Travel Policy	AP & Travel	Wed, 5/3	9:00 am - 11:00 am	Online via Zoom
Intro to Post Awards	SPA	Thurs, 5/4	9:00 am - 11:00 am	Online via Zoom
LaCarte Card	AP & Travel	Thurs, 5/4	1:00 pm - 2:30 pm	Online via Zoom
Business Managers' Meeting	--	Tues, 5/9	9:30 am - 11:00 am	Online via Zoom
Effort and Key Personnel	SPA	Thurs, 5/11	9:00 am - 11:00 am	Online via Zoom
Budget Instructor Led Workday Training	Budget & Planning	Thurs, 5/11	10:00 am - 11:30 am	Online via Zoom
Invoice Processing & Special Meals	AP & Travel	Tues, 5/16	9:00 am - 10:30 am	Online via Zoom
Participant Support & Fellowships/Subawards	SPA	Wed, 5/17	9:00 am - 11:00 am	Online via Zoom
Post Award Management Reports	SPA	Wed, 5/24	9:00 am - 11:00 am	Online via Zoom
Workday Reporting & Financial Data Model (FDM)	FAR	Wed, 5/31	10:00 am - 12:00 pm	Online via Zoom

To register, go to the training website training.lsu.edu