

# Cardinal Tech Upgrade – What to Expect in Cardinal Financials

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To: Cardinal Project <ProjectCardinal@doa.virginia.gov>

**This communication is being sent to all Cardinal Financials Users, Fiscal Officers, and AITRs.**



As a reminder, all Cardinal applications will be unavailable to all users from **Friday, May 19 at 5:00 p.m. through Monday, May 22 at approximately 11:00 a.m.** due to technical upgrades. Batch processing will run as normal on Friday night, May 19. Refer to our last communication [here](#) for impacts.

While there are limited functional changes with this technical upgrade, below you will find a change to the Process Monitor page you will see after the deployment of this upgrade on Monday, May 22.

## Process Monitor Page Changes

When accessing the Process Monitor to verify that processes have completed and/or retrieve reports, you will find **new** buttons have been introduced. This includes:

- The **Clear** button clears the filters and sets them to their default values.
- The **Reset** button resets filters to the last saved values.
- The **Actions** dropdown field allows you to quickly navigate to the Message Log and View Log/Trace links.

Summary of Productive Hours | Process Monitor

Process List | Server List

View Process Request For

User ID: PPS1\_ALAN.R | Type: [ ] | Last: [ ] | 1 Days | Refresh

Server: [ ] | Name: [ ] | Instance From: [ ] | Instance To: [ ] | Clear

Run Status: [ ] | Distribution Status: [ ] | Save On Refresh | Report Manager | Reset

Process List

Select	Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details	Actions
<input type="checkbox"/>	2115425		SQR Report	VTAR0030	PPS1_ALAN.ROBERTS	05/12/2023 11:05:41AM EDT	Success	Posted	Details	▼ Actions
<input type="checkbox"/>	2115424		SQR Report	VTAR0030	PPS1_ALAN.ROBERTS	05/12/2023 10:22:40AM EDT	Success	Posted	Details	

Go back to Summary of Productive Hours

Save | Notify

Process List | Server List

Update Process ▶

Details

Parameters

Message Log

View Log/Trace

Use the new [NAV220 Generating a Finance Report](#) job aid to learn more about running reports in Cardinal Financials and details of these new buttons/fields.

Please email the Cardinal team at [ProjectCardinal@doa.virginia.gov](mailto:ProjectCardinal@doa.virginia.gov) with any questions you have, using "Cardinal Tech Upgrade - FIN" in the subject line.

Regards,

The Cardinal Team