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.

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 with any questions you have, using "Cardinal Tech Upgrade - FIN" in the subject line.

Regards,

The Cardinal Team