

Financial Tool	Used For ...	How to obtain access?	Primary User Group
Business Objects	Ad hoc reporting tool	InsideND task – Service Now Request	Central office or Business manager staff requiring ad-hoc reporting capabilities.
buyND Resources available at https://buy.nd.edu/	Buying business related-goods or services through the electronic purchasing system	InsideND task – GLez/buyND request form Training available register at http://endeavor.nd.edu	Individuals who need to procure goods and services through the buyND system.
Concur-Procard Resources available at https://procard.nd.edu	Authorized faculty and staff can make purchases less than \$1500 directly to vendors using a MasterCard	Procard website for application	Campus faculty or staff
Concur-TravelND Resources available at https://travel.nd.edu	Program that covers the travel and expense reimbursement process. Individuals will use travelND/Concur to reconcile any business expenses	TravelND-automatic access for active faculty and staff accounts Training available register at http://endeavor.nd.edu	Campus faculty or staff who travel or need to obtain reimbursement for our of pocket expenses.
SSB (Finance, HR) Resources available at https://controller.nd.edu or https://hr.nd.edu	Online tool allows you to plug into Banner and manage personal, academic and finance information	SSB (HR)-Active faculty/staff/students automatically have access. SSB (Finance) automatic access when assigned GLez	Select group of finance users that have access to fund/orgs, Faculty and staff have access to personal data.
Tableau	Tableau on the web provides data visualization and analytics without the need to install additional software	InsideND Service Now -Request Tableau Access Training available register at http://endeavor.nd.edu	Central Office reporting super-users.
UltraTime Resources available at https://ultratime.nd.edu	Automated time and attendance tracking system for all hourly non-exempt employees and students.	Email ultratime@nd.edu Training available register at http://endeavor.nd.edu	Employees/students logging in to record hours worked. Supervisors reviewing and approving employee hours.