Overview

- New Name, Same CCRRS
- **System Purpose** (And Purpose of this Upgrade and Training)
- New Features & Functionality
- Deployment Dates and Planning
- Demonstration of New Features
- Cash Control Policies & Best Practices
- Getting Support / Providing Feedback
- Questions / Comments
Introducing the…

Cash Collection Reporting & Reconciliation System!

New Name, Same CCRRS
System Purpose

› Enable the input, review, approval and retrieval of departmental cash collections and replaces the paper based Cash Collection report. - DONE!

› The goal of the system is to reduce redundant entry of cash collection information, eliminate paper reports, electronically store supporting documentation, and improve controls. – DONE!

› Allow departments to provide Revenue FAUs and for CCRRS to create the necessary Debit/Credit entries in the UCR Financial System.

› Replacing the DAF System.
New Features & Functionality

› No need to create a DAF!

› Tabbed interface (Reporting, FAU Entry, Comments, Attachments, and History)

› Itemized entry of Cash, Checks, and Credit Cards

› Entry of Sales Tax
New Features & Functionality (cont.)

› Entry of Departmental FAUs - Create Favorites, Recently Used FAUs, and Ability to Import from Excel

› FAU entries are Editable by Transactors until verified by Cashiers

› Auto-populated FAUs for Over/Short and Sales Tax

› Easy to balance FAUs against Collections

› Delete button makes removal of reports easier
Deployment Dates and Planning

- **Friday, Feb 20th** – Last day to enter DAFs
  - End of day - Access to the DAF System will be changed to “Inquirer” role for all users (Read-only access)

- **Monday, Feb 23rd**
  - Begins 2-day period of NON-REPORTING for all campus units
  - Access to CCRRS will be temporarily restricted for all users

- **Tuesday, Feb 24th**
  - Deployment and Testing (access to CCRRS and DAF remains restricted)

- **Wednesday, Feb 25th**
  - Enhanced CCRRS open to all users
  - DAF system limited to Inquiry access only
Demonstration of New Features & Functionality
Cash Control Policies & Best Practices

- Compliance with UC Business & Finance Bulletin 49 and Campus Policies
  - Deposits must be prepared in dual-custody
  - All deposits must be in compliance with BUS-49
  - Deposits within 3 business days
  - Deposits must be made weekly or when daily collections exceed $500
  - Transport to Main Cashiers Office must be dual-custody. If deposit exceeds $2500, the transport must have UC Police escort or armored car service.
  - Cash registers and credit card terminals must be settled DAILY
  - One Cash Collection Report (CCRRS) per MID, per day
Getting Support / Providing Feedback

Cash Collection and Register Reconciliation System Support site
http://cnc.ucr.edu/ccrrs/

Send feedback via email
ccrrs_feedback@ucr.edu

For Cash Reporting Policy Inquiries:
› Main Cashier's Office
cashandmerchant@ucr.edu
951-827-5962

For Technical and Software Questions:
› ccrrs_feedback@ucr.edu
Questions / Comments