



UNIVERSITY OF SOUTH CAROLINA

PeopleSoft Newsletter

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Utility Payments

Effective June 1, utilities can be paid using the Payment Request feature in PeopleSoft. Use the Payment Request Matrix to ensure submission of the proper attachments and adherence to the dollar limits. Examples of utilities include: electric, water/sewer, cable/satellite, telephone and cell phone. If the P-card cannot be used then Payment Request should be the next alternative. If you have recurring payments of the same amount each month, send those in to General Accounting to be reviewed.

PeopleSoft Training Survey

The PeopleSoft training team would like feedback to help improve the training experience as well as request topics of interest for future training. A new training survey will be available at the end of each webinar or classroom session. When available the link to the survey will be located on the page that houses the PeopleSoft training schedule and will be available for 24 hours after the session is completed. Your feedback via the survey is greatly appreciated.

Reminder: Changes for Remote Access to PeopleSoft

(UPDATE) Effective, July 5, 2016, the State of South Carolina will require multifactor authentication (MFA), also known as two-step verification, to remotely access systems on the USC network. MFA protects the university by making sure stolen or guessed passwords are insufficient to obtain access to university systems.

If you access USC systems from off-network (i.e. from home or while traveling), you will need to soon use a second means of verifying your identity. Supported two-factor authentication methods include one-tap authentication apps for mobile devices, SMS passcodes, phone callback, hardware tokens, and one-time bypass codes. MFA must be added on a system by system basis, beginning with VPN.

We are confident the MFA will make USC an even safer place for teaching, researching, creative activity, and community. To learn more about topics related to those mentioned here, such as the State's Information Security Program, the university Minimum Security Standards, policy IT 3.00-Information Security, or DUO MFA, please visit security.sc.edu.



In Person Help Every Wednesday in June: Purchasing Work Room

Come to 1600 Hampton St., Suite 605 for one-on-one assistance from the USC Purchasing department.

Please register to ensure the sessions are staffed adequately.

Contact Us Webpage

To expedite getting your questions answered, please utilize the email addresses on the Contact Us page. Emailing individuals should be the exception as multiple people are monitoring the Contact Us email addresses provided.

Questions or comments? Use the [Contact Us](#) page to determine where to send your questions or comments.