



What your Institution should do to prepare for this change Friday, September 1, 2023.

Plan to attend our online demo class to review the upcoming changes:

- Thursday, August 17, 2023, 2:00 p.m., Via Microsoft Teams

(ITS encourages Expense administrators and Expense approvers to attend)

Additional opportunities to review these changes are listed below:

- Interact Conference . Travel and Expenses / Birds of a Feather
- An online how to video will also be available on the Georgia *FIRST* website.

MORE INFORMATION AND SUPPORT: For business impact issues, contact the ITS Helpdesk at helpdesk@usg.edu or via the [ITS Customer Services website](#).