I need an Accounts Payable role to Create Voucher: “If you know Role name then, please create an Access Request using below link

<https://laureatena.sharepoint.com/sites/corporatefinancepolicies/PSAccess/SitePages/Home.aspx> Else create support a ticket"

Where I can create Voucher in PeopleSoft: “Login to PeopleSoft and navigate below Main Menu > Accounts Payable > Vouchers > Add/Update > Regular Entry”

Where I can create Expense Report in PeopleSoft: “Login to PeopleSoft and navigate below Main Menu > Employee Self-Service > Travel and Expense Center > Expense Report > Create”

I want to create a ticket for PeopleSoft Support team: “Please send mail to [amea.peoplesoftsupport@laureate.net](mailto:amea.peoplesoftsupport@laureate.net)”

My Pay cycle is stuck in between, I am unable to proceed: “Please send mail to [amea.peoplesoftsupport@laureate.net](mailto:amea.peoplesoftsupport@laureate.net)”

I want to know the status of my ticket raised with Support team: “Please send mail to [frontline.team@laureate.net](mailto:frontline.team@laureate.net)”

Where I can check the status of Vendor: “Please navigate to below Main Menu > Vendors > Vendor Information > Add/Update > Vendor > Vendor Information”

I want to reset PeopleSoft password: “Please send mail to amea.peoplesoftsupport@laureate.net with details”

I am a new Employee, I want to create Expense / Reimbursement in Peoplesoft, how do I do that: “Login to PeopleSoft and navigate below

Main Menu > Employee Self-Service > Travel and Expense Center > Expense Report > Create”

What is frequency of LIAP02 or Voucher Build process: “LIAP02 or Voucher Build process runs in every 2Hrs EST.”