P-Card Blackout Dates for Fiscal Year-End

Please keep P-Card transactions to a bare minimum from June 14 through June 30. Transactions posted during this time will be expensed in FY-15. Departments are responsible for accruing any expenses posted in the wrong year.

Deferral Funds Now Available in Access Online

Deferral funds for all divisions are now available. Remember to pair them only with accounts 11532 or 11543.

Access Online Work-Around Solutions

Avoid entering your credentials twice – click “Login” to refresh the login page.

Trouble printing your statement and report in Internet Explorer?

1. Open Internet Explorer and choose: Tools > Manage Add-Ons
   Show: select “All Add-Ons” (lower left)
Right Click Adobe PDF Reader > Disable

2. Open the Adobe Reader program and choose:
   Edit > Preferences > Internet
Uncheck “Display in Read Mode by Default”

Technology and the DU P-Card

- Any device that runs Linux, Mac OS X or Windows XP/7/8/8.1, including the Microsoft Surface Pro, is an enterprise grade device. These purchases are prohibited on the P-Card and must be made with a purchase requisition.
- Devices like iPad, Android tablet, Windows RT, or Chromebook are considered consumer-grade and can be purchased with the P-Card.
- Devices without an operating system like keyboards, mice, and printers can be purchased with the P-Card.
- PC and Mac software can be purchased with the P-Card as long as they are not to be installed on a network server or licensed for more than 50 users.

US Bank Contact Numbers

24-Hour Customer Service
800-344-5696

Cardholder Technical Support (password, lockout)
877-887-9260

Fraud Prevention
800-523-9078