

## Compass Update (PUM) FAQ

### How has Compass changed with the PUM?

The most notable change that you will see is the Compass navigation. When you log into Compass after go-live, you will see tile based navigation on the home screen (similar to HR & ELMS). Click [here](#) to review the full list of changes with the PUM.

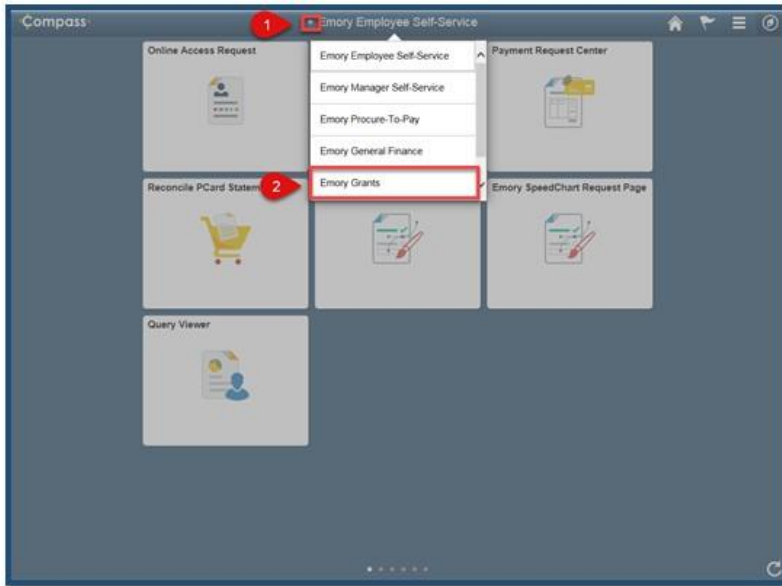


### What is the best way to locate my work in Compass?

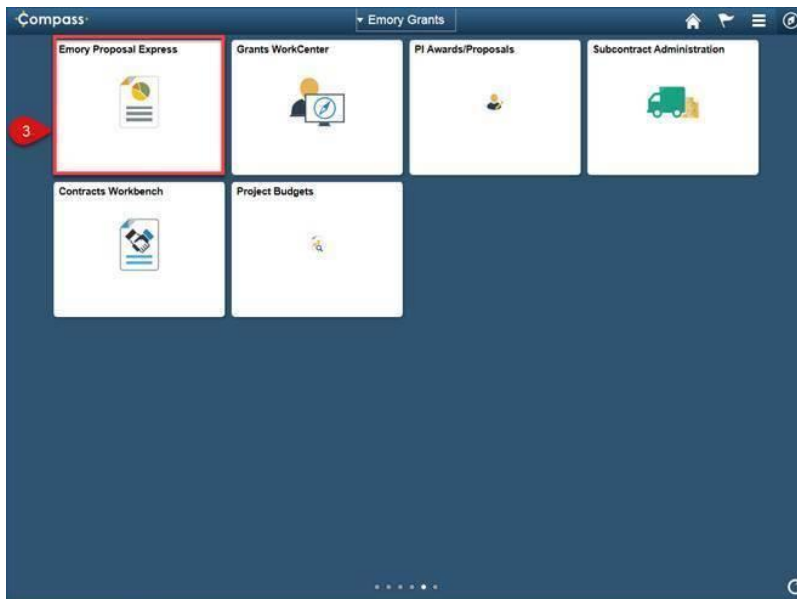
1. Take the 10 minute online **Fluid Navigation** course (class code 260727-13336) to familiarize yourself with the new way to navigate in Compass. Register in [ELMS!](#) [How to Launch an eLearning Course?](#)
2. View the **6 Compass Home** pages that display the high volume transaction pages (click the down area next to **Emory Employee Self-Service**).
3. Use the **Navigator** and follow the menu structure from the job aids located in the [Job Aid Library](#).

## How do I get to EPEX?

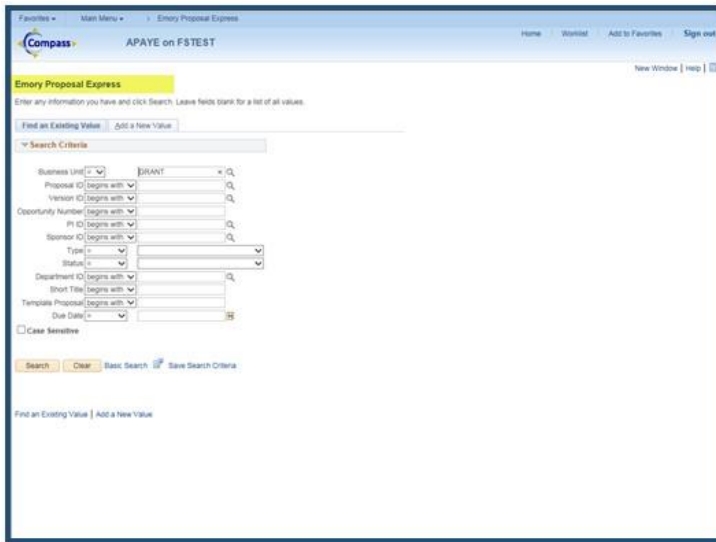
1. Click the down arrow next to the **Emory Employee Self Service** option.
2. Click the **Emory Grants** home page option.



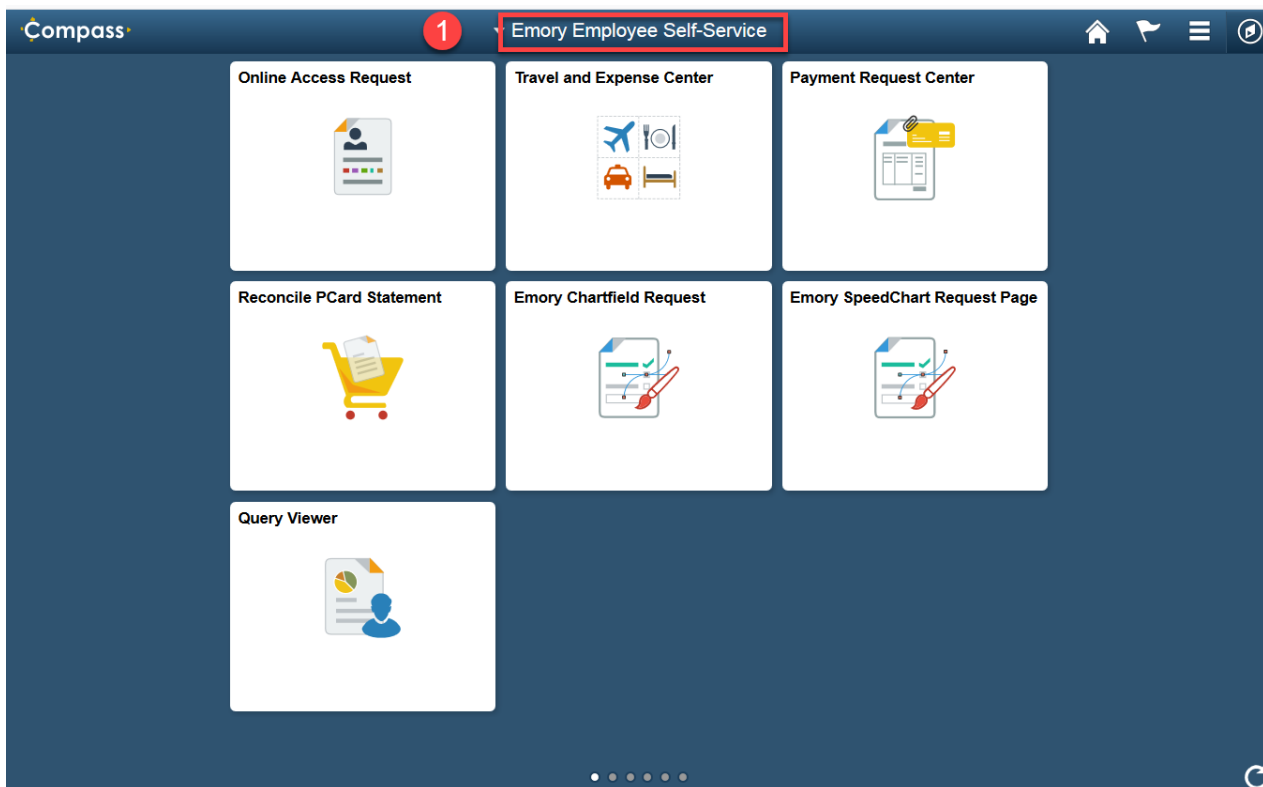
3. Click the **Emory Grants** home page option.

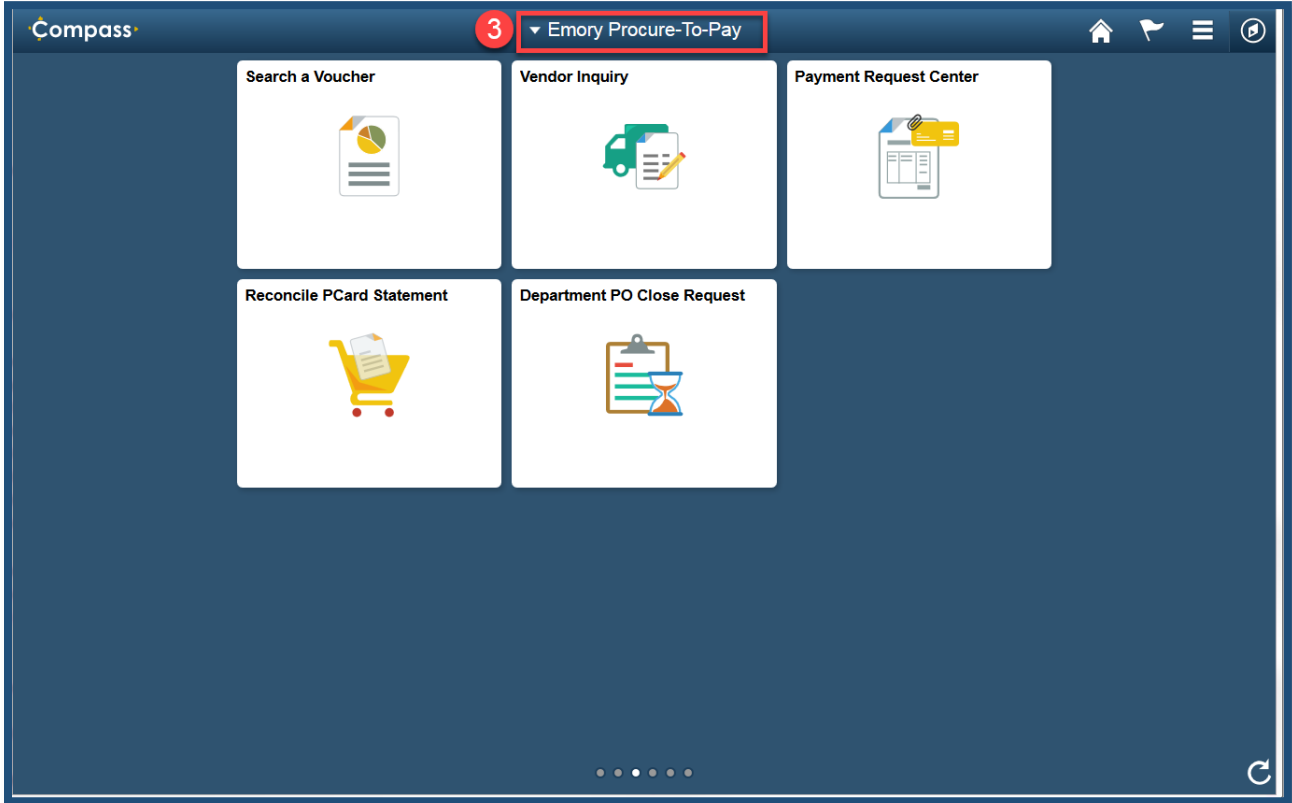
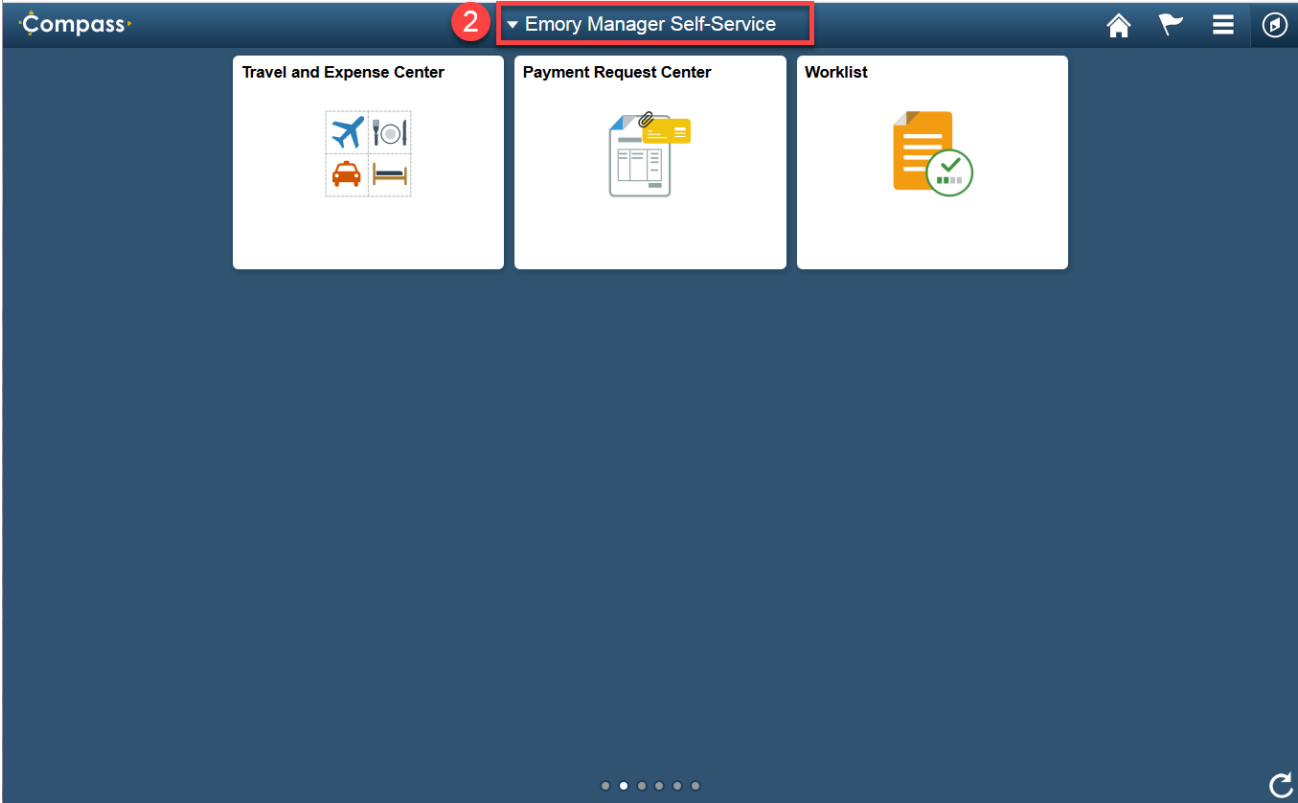


The Emory Proposal Express (EPEX) page displays.



What tiles are on the six home pages?





Compass 4 Emory General Finance

Emory Budget Inquiry

Online Journal Entry

Enter a budget journal

Enter a budget transfer

Emory Wire Identification

EPay

Review Financial Info - Ledger

Compass 5 Emory Grants

Emory Proposal Express

Grants WorkCenter

PI Awards/Proposals

Subcontract Administration

Contracts Workbench

Project Budgets

