Information Technology Services • University System of Georgia

V9 Upgrade
Monthly Status

Georgia*FIRST* Financials Team
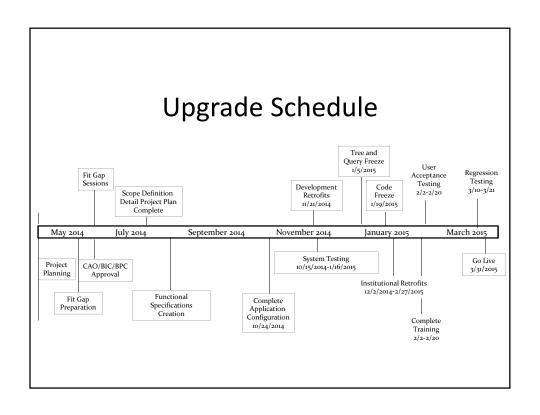
October 21, 2014

2:00pm – 3:00pm

Agenda

- Introduction
- 9.2 Application Upgrade Schedule
- Goals and Objectives of 9.2 Upgrade
- Institutional Involvement
- Institutional Retrofits
- Workflow and Security
- Institution Workstation Configuration

Introduction

- Communication of:
  - Key dates
  - Project status
  - Institutional tasks

Upgrade Schedule

	Tree and Query Freeze 1/5/2015		
Fit Gap Sessions		User Acceptance Testing 2/2-2/20	Regression Testing 3/10-3/21
Scope Definition Detail Project Plan Complete	Development Retrofits 11/21/2014	Code Freeze 1/19/2015	

| May 2014 | July 2014 | September 2014 | November 2014 | January 2015 | March 2015 |

Project Planning	CAO/BIC/BPC Approval		System Testing 10/15/2014-1/16/2015		Go Live 3/31/2015
Fit Gap Preparation	Functional Specifications Creation	Complete Application Configuration 10/24/2014	Institutional Retrofits 12/2/2014-2/27/2015	
			Complete Training 2/2-2/20	

Goals and Objectives

- Reduce modifications
- Reduce complexity
- Increase standardization
- Improve Expense module functionality
- Increase automation of current manual processes

Goals and Objectives

Modification Comparison 8.9 vs 9.2

PeopleSoft Module	8.9 Modification Total	9.2 Modification Total	Percent Decrease
Accounts Payable	53	19	64%
Asset Management	10	1	90%
ePro/GFM	34	17	50%
Expenses	34	15	56%
General Ledger	32	19	41%
Purchasing	24	5	79%
Total	187	76	60%

Institutional Involvement

- Institutional Coordinator Responsibilities
  - Key Contact for your institution
  - Participate in scheduled project status meetings
  - Disseminate information from project team
  - Identify appropriate staff for UAT & Go-live
  - Assist with coordination and scheduling training

http://www.usg.edu/gafirst-fin/project_information/peoplesoft_financials_9.2_upgrade

Institutional Involvement

- Technical Representative Responsibilities
  - Central contact for all technical communications
  - Banner Integration:
    - UAT (firewall changes, dblinks, etc.)
    - Go-live cutover
  - User workstation setup and issues
  - PSQST (2-tier) access and institutional development

Institutional Involvement

- Institutional Retrofits
- Pre-upgrade Cleanup
- Security Setup
- Training
- UAT
- Production Cutover and Validation

Institutional Retrofits

- Database level access will be available in December for retrofitting of institution developed interfaces and reports.
- PeopleSoft Query access will be available during UAT (February) for retrofitting of institution developed PeopleSoft queries.
- Tools to be provided include:
  - Cheat sheet of record changes.
  - Query Jumpstart Report.

Workflow – New in 9.2

- Workflow has expanded to other modules (AP Vouchers, Purchasing, Commitment Control Budget Journals).

- ITS will be sending out design documents in November that outline the approval levels that will be delivered.

- Each institution will select the levels they wish to implement for each module and return by early December.

Workflow – Current 8.9

- Workflow - Significant changes from 8.9 to 9.2
  - Transactions will need to be fully approved prior to upgrade:
    - *Requisitions*
    - *Purchase Orders*
    - *Travel Authorizations*
    - *Cash Advances*
    - *Expense Reports*
    - *Journals*

Workflow – Current 8.9

- Workflow - Significant changes (cont.)
  - For institutions using ePro and Expenses, we will look at cutoff options used during Fiscal Year-End to restrict entry after a certain date.
    - Cutoff date has not yet been determined
    - Additional information will be provided in next months V9 Upgrade WebEx.

Security Updates

- ITS will be providing (mid-November):
  - Updated Job Aids by Job Functions
  - Updated Security Request Form
  - List of 9.2 delivered roles
- Local security administrators:
  - Can use this information to begin mapping 8.9 roles to the new updated 9.2 roles.
  - Should continue doing security reviews, and keeping up with terminated user access.

Expenses Options

- ITS will be sending out a communication later this week on Budget Checking Options for Expenses.

- Each Institution using Expenses will need to select whether or not they want to budget check prior to approvals or after approvals and return to ITS by 11/5/2014.

GeorgiaFIRST Marketplace Configuration

- As part of the 9.2 Upgrade, GFM configuration will be included for institutions not yet implemented.
- This will streamline the go-live process.
- Institutions will still need to work with USO/ITS to complete final configuration when ready to implement.
- Contact Kurt Collins (kurt.collins@usg.edu) or Debbie Lasher (debra.lasher@usg.edu) if you would like more information on using GFM.

Institution Workstation Configuration

CHANGES

- Crystal Reports vs. BI Publisher
  - ORACLE no longer provides Crystal Reports
  - You may use your own version of Crystal Reports
  - PS and BOR delivered reports -> BI Publisher

Institution Workstation Configuration

CHANGES

- Check Printing
  - Standard PDF format (Acrobat Reader)
  - SwiftView no longer needed

- New Spreadsheets
  - Voucher Load and Journal Load

Institution Workstation Configuration

- **Most Workstations** – no changes
  - If it works today is should work with the upgrade
  - Updated workstation installation guides
  - Verify that minimum requirements are met
  - Windows updates and security are up to date functioning (antivirus, firewall, etc.)
  - PDF viewer (Acrobat Reader or equivalent)

Institution Workstation Configuration

- **Some Workstations**
  - Budget and Journal load spreadsheets
  - Voucher Load spreadsheets
  - PDF viewer (Acrobat Reader or equivalent)

Institution Workstation Configuration

- **Advanced Users / Technical Staff**
  - PSQUEST or SQL Developer database level access
  - Oracle 11g Installation Guide
  - PeopleTools 8.53 Installation Guide

V9 Upgrade Monthly WebEx Schedule

- The next V9 Upgrade WebEx has been tentatively scheduled for:

  Tuesday, November 18, 2014
  2:00 – 3:00pm

Questions?

University System of Georgia
Information Technology Services