![GEORGIAFIRST - FINANCIAL, INFORMATION & REPORTING SYSTEMS FOR TOMORROW - A Project of the University System of Georgia]

Announcement

SUBJECT: TIGA Reporting Support Documents Available on Georgia*FIRST* Website

POSTED: June 12, 2012

ANNOUNCEMENT

The following TIGA Reporting support documents are available on the Georgia*FIRST* Financials website:

- ***FY2012 Salary Data for TIGA Reporting User's Guide***
  This guide provides instructions for how to transfer payroll data into the TIGA reporting table.
  http://www.usg.edu/gafirst-fin/documents/Salary_Data_for_TIGA_Reporting_v2012.pdf

- ***FY2012 TIGA Reporting User's Guide***
  This guide provides instructions for creating the TIGA reports and the related data files that will be uploaded to DOAA.
  http://www.usg.edu/gafirst-fin/documents/TIGA_Reporting_Users_Guide_v2012.pdf

- ***FY2012 TIGA Submission Information***
  This information shows you how to access the DOAA Reporting website and how to upload your TIGA Reporting data files.
  http://www.usg.edu/gafirst-fin/documents/FY2012_TIGA_Submission_Information.pdf

Navigation:
The TIGA Reporting documents listed above are located on the Georgia*FIRST* Financials website on the DOAA Reporting Documentation page:
http://www.usg.edu/gafirst-fin/documentation/category/doaa_reporting/

SUPPORTING DOCUMENTATION

N/A

MORE INFORMATION AND SUPPORT

For business impact emergency issues, contact the ITS Helpdesk immediately at 706-583-2001 or 1-888-875-3697 (toll free within Georgia). For non-urgent issues, contact the ITS Helpdesk via the self-service support website at http://www.usg.edu/customer_services. (This service requires a user ID and password. E-mail helpdesk@usg.edu to obtain self-service login credentials.)

ADDITIONAL RESOURCES

For information about ITS maintenance schedules or Service Level Guidelines, please visit http://www.usg.edu/oiit/policies. For USG services status, please visit http://status.usg.edu.