



PeopleSoft Financials Production Support Update for 04/20/2009

| Tasks & Announcements | | |
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| Upcoming Events | | |
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| 04/30/09 | <i>NEW: Web Conference</i> | 4 |
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For More Information:

Visit the PSFIN web site at: <http://www.usg.edu/gafirst-fin/>

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| To: | Campus Coordinators, Technical Representatives, Campus Upgrade Representatives, Certified Trainers, and All Financials Users |
| Subject: | Reminder: Query Training Availability |
| Message: | <p>Query training has been scheduled as classroom sessions at OIIT in Athens on a regular basis through the end of the calendar year. Each class lasts one day, from 9:00 AM to 5:00 PM, and is designed for a maximum of 16 attendees so that each participant can have their own workstation.</p> <p>Four training classes will be offered in two different areas:</p> <ol style="list-style-type: none"> 1. Two courses cover the web query portion of your PSFIN database. <ul style="list-style-type: none"> • Using Web Query in PeopleSoft Financials v8.9 for Beginning Users • Using Web Query in PeopleSoft Financials v8.9 for Advanced Users 2. Two courses involve the use of the PeopleSoft Query Tool, which requires an additional installation on your workstation. Please see the Release of Query Tool for GeorgiaFIRST Financials V8 announcement, posted on November 14, 2008, for more information. <ul style="list-style-type: none"> • Using the PeopleSoft Query Tool with PeopleSoft Financials v8.9 for Beginning Users • Using the PeopleSoft Query Tool with PeopleSoft Financials v8.9 for Advanced Users <p>For complete information, schedules, and registration for these Query classes, please go to the Query Training page in the Training section of the GeorgiaFIRST Financials web site: http://www.usg.edu/gafirst-fin/training/query_training.phtml.</p> <p>Detailed information on these new Query training classes is also available in the Query Training Availability announcement posted on March 18, 2009 on the GeorgiaFIRST Financials web site at: http://www.usg.edu/gafirst-fin/announcements/.</p> |
| Action Required: | N/A |
| Deadline: | As noted above |
| Respond To: | Teresa.Piazza@usg.edu if you have questions. |
| For More Information: | Visit the PSFIN web site at: http://www.usg.edu/gafirst-fin/ |



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| To: | Campus Coordinators, Technical Representatives, Campus Upgrade Representatives, and All Financials Users |
| Subject: | Updated: Fiscal Year End 2009 Workshop |
| Message: | <p>The Fiscal Year End 2009 Workshop will be held at Macon State College in Macon, GA on Monday, April 27, 2009 from 8:00 a.m. to 5:00 p.m.</p> <p>Updated: The agenda for the workshop is shown below.</p> <ul style="list-style-type: none"> • Year End Reporting Update <ul style="list-style-type: none"> • AFR Timeline • AFR Reporting Changes • GASB Updates • Common Mistakes • Southern Polytechnic Reflections <ul style="list-style-type: none"> • Last Year's Audit Experience • UBIT • Red Flag Rule • Department of Audits and Accounts <ul style="list-style-type: none"> • Engagement Process • Engagement Timeline • SAS112 Overview for First-Timers • SEFA Reporting • Determining Surplus • Close Process Overview • Running Year End Reports • Your ePro and Expenses Questions • Initiatives Update <ul style="list-style-type: none"> • ADP • G/L Database Consolidation |
| Action Required: | N/A |
| Deadline: | N/A |
| Respond To: | Diane.Hickey@usg.edu or Yvette.Usher@usg.edu if you have any questions. |
| For More Information: | Visit the PSFIN web site at: http://www.usg.edu/gafirst-fin/ |



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| <p>To:</p> | <p>Campus Coordinators, Technical Representatives, Campus Upgrade Representatives, and All Financials Users</p> |
| <p>Subject:</p> | <p><i>Updated:</i> Web Conferences</p> |
| <p>Message:</p> | <p><i>Updated:</i> The Web Conference originally scheduled for Wednesday, April 22, 2009 will be combined with the new Web Conference on Thursday, April 30, 2009. See the item below for more information on this new Web Conference.</p> <p><i>NEW:</i> A Web Conference has been scheduled for Thursday, April 30, 2009 from 3:00 to 4:00 p.m. This presentation will concentrate on the status of the Consolidation project, and will also include the following topics:</p> <ul style="list-style-type: none"> • Announcements • Current Known Issues • Known Issues Resolved • Release Update • Questions and Answers <p>Future General Update Web Conferences have been scheduled for the following dates:</p> <ul style="list-style-type: none"> • Wednesday, 05/06/09, 3:00 to 4:00 p.m. • <i>Updated:</i> Wednesday, 05/20/09, 2:00 to 4:00 p.m. A review of the FYE09 Manual will be held as part of this Web Conference. <p>Save these dates for upcoming Web Conferences. The plan is to have a General Update Web Conference every other Wednesday at 3:00 p.m. Special Topic presentations will be scheduled on an as needed basis.</p> <p>These presentations will be conducted in a live web conference format using Wimba Classroom. You may participate from your institution through a computer connected to the Internet. If more than one person from your institution will be participating, then we ask that you arrange to meet together in one place and only use one computer to connect to the presentations. You can also use a projector to facilitate larger groups.</p> |
| <p>Action Required:</p> | <ul style="list-style-type: none"> • Before the presentations, test the computer you will be using to be sure you can enter the Wimba Classroom. <ul style="list-style-type: none"> • The Horizon Wimba Setup Wizard is located at: http://208.185.32.175/wizard/launcher.cgi?wc=hmqt. • Participate in these presentations as noted above. <ul style="list-style-type: none"> • Go to http://gbor-oiit.wimba.com. • Click on Participant Login. • When prompted, enter the following information: |



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| | <ul style="list-style-type: none"> • Room ID: PSFIN_IR (all upper case) • Name: institution_firstname (example: usg_mary) |
| Deadline: | As noted above |
| Respond To: | Michael.Casuccio@usg.edu if you have questions. |
| For More Information: | Visit the PSFIN web site at: http://www.usg.edu/gafirst-fin/ |



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| To: | Campus Coordinators, Technical Representatives, Campus Upgrade Representatives, and All Financials Users |
| Subject: | Updated: Release Schedule |
| Message: | <p>Updated: Release 1.09 was applied to all Production databases on April 9, 2009. A complete detailed list of items included is provided in the Release Notes, located at: http://www.usg.edu/gafirst-fin/release_info/.</p> <p>Updated: Interim Release 1.09A will be applied to all Production databases on April 25, 2009. You will receive a notification of when this upgrade will occur. Items to be included in this release are updates to reports with new Fund and Class codes related to the Federal Stimulus funds, as well as new queries and Budget Prep updates to assist you with Year End closing.</p> <p>Updated: Release 1.10 is currently scheduled for May 23, 2009. You will receive a reminder of when this upgrade will occur. Items to be tentatively included in this release are:</p> <ul style="list-style-type: none"> • Year end reports • Continuous Audit updates • Budget Prep export to reflect date change • AR Temp Table Build |
| Action Required: | N/A |
| Deadline: | As noted above |
| Respond To: | Michael.Barnwell@usg.edu if you have questions. |
| For More Information: | Visit the PSFIN web site at: http://www.usg.edu/gafirst-fin/ |



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| To: | Campus Coordinators, Technical Representatives, Campus Upgrade Representatives, and All Financials Users |
| Subject: | <i>Updated: Known Issues and Announcements Posted on the GeorgiaFIRST Financials Web Site</i> |
| Message: | <ul style="list-style-type: none"> • All Known Issues are being posted to the GeorgiaFIRST Financials web site at http://www.usg.edu/gafirst-fin/known_issues/. The following Known Issues have been posted since the last update: <ul style="list-style-type: none"> • KI8056 – EX Changing Accounting Default ChartString after Budget Check • KI8055 – GL Duplicate Lines in BOR Budget Progress Reports • All Announcements are being posted to the GeorgiaFIRST Financials web site at http://www.usg.edu/gafirst-fin/announcements/. The following Announcements have been posted since the last update: <ul style="list-style-type: none"> • Production Support Update for 04/06/09 |
| Action Required: | All institutions should review these pages regularly to become aware of the current Known Issues and Announcements. |
| Deadline: | N/A |
| Respond To: | Michael.Casuccio@usg.edu if you have questions. |
| For More Information: | Visit the PSFIN web site at: http://www.usg.edu/gafirst-fin/ |

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| To: | Campus Coordinators, Campus Upgrade Representatives, Technical Representatives, and Certified Trainers |
| Subject: | Updated: GeorgiaFIRST Financials Web Site Updates |
| Message: | <p>The following items have been added to or updated on the GeorgiaFIRST Financials web site:</p> <ol style="list-style-type: none"> 1. Production Support Status page: http://www.usg.edu/gafirst-fin/weekly_update/ <ul style="list-style-type: none"> • This page is updated weekly to provide summary information on PSFIN major issues and Production Support requests. 2. Documentation page: http://www.usg.edu/gafirst-fin/documentation/ <ul style="list-style-type: none"> • The Job Aids section has been revised to include job aids generated from UPK as well as those that are individually created. • A new Tips and Tricks job aid, listing various tips, tricks, and helpful hints presented at past Web Conferences, has been added to the Job Aids section. • A new 2009 page has been added to the Fiscal Year End section. 3. Go-Live! page: http://www.usg.edu/gafirst-fin/projects/v8/golive/ <ul style="list-style-type: none"> • Version 5 of the Workstation Installation Instructions manual has been added to the Workstation (ZIP) file in the Reference Documents section. |
| Action Required: | Review the new/updated items and use them in your PSFIN tasks as needed. |
| Deadline: | N/A |
| Respond To: | Michael.Casuccio@usg.edu if you have questions. |
| For More Information: | <ul style="list-style-type: none"> • Visit the PSFIN web site at: http://www.usg.edu/gafirst-fin/ |



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| To: | Campus Coordinators |
| Subject: | Reminder: Archived V8 Web Conferences |
| Message: | All V8 Web Conferences presented via Wimba Classroom have been archived and are available for viewing. |
| Archived V8 Web Conferences: | <ul style="list-style-type: none"> • All Sessions held during PSFIN conversion from V7.5 to V8.9 • All Sessions held after Group 1 and Group 2 Go-Live! • All 2008 PeopleSoft 8.9 Production Issues Updates • All January 2009 PeopleSoft 8.9 Production Support Presentations • All February 2009 PeopleSoft 8.9 Production Support and Encumbrance Reporting Presentations • All March 2009 PeopleSoft 8.9 Production Support Presentations • 2009-04-08 PeopleSoft 8.9 Production Support Update • 2009-04-15 Surplus Analysis Walkthrough |
| Action Required: | <ul style="list-style-type: none"> • Before viewing the presentations, test the computer you will be using to be sure you can enter the Wimba Classroom. <ul style="list-style-type: none"> • The Horizon Wimba Setup Wizard is located at: http://208.185.32.175/wizard/launcher.cgi?wc=hmqt. • Review the presentations as follows: <ul style="list-style-type: none"> • Go to: http://gbor-oit.horizonwimba.com/. • Click on Participant Login. • When prompted, enter the following information: <ul style="list-style-type: none"> • Room ID: PSFIN_IR (all upper case) • Name: first name_last name • Click on the Archives tab. • Select the appropriate presentation to review. • The PowerPoint presentation files are available at: http://www.usg.edu/gafirst-fin/projects/v8/events/. |
| Deadline: | N/A |
| Respond To: | Michael.Casuccio@usg.edu if you have questions. |
| For More Information: | <ul style="list-style-type: none"> • Visit the PSFIN web site at: http://www.usg.edu/gafirst-fin/ |