



Institutional Readiness Web Conference Call

October 24, 2007

"Creating A More Educated Georgia"



Agenda

- Project Success Scorecard
- Institutional Readiness Tasks
- Project Extension
- UAT
- Training
- Calendar

PSFIN V8 Project Success Scorecard

Success Criteria		Meets Criteria Once the system is implemented:	Falls short of criteria or inconsistently meets criteria Once the system is implemented:	Does not meet criteria Once the system is implemented:
1. Improved Functional		Documented improvements in functionality in every module AP, GL, AM, PO, BudgetPrep	Documented improvements in functionality in 4 modules	Documented improvements in functionality in 3 or fewer modules
2. Fewer Modifications		Reduce the current number of modifications by 30%	Reduce the current number of modifications by less than 30 but more than 15%	Reduce the current number of modifications by less than 15%
3. Institutional Readiness	a.	33 institutions indicate ready on readiness checklist	32 institutions indicate ready on readiness checklist	31 or fewer institutions indicate ready on readiness checklist
	b.	33 institutions participate every month in Institutional Readiness calls	32 institutions participate every month in Institutional Readiness calls	31 or fewer institutions participate every month in Institutional Readiness calls
	c.	33 institutions have changed their business procedures (business procedure are activities in a job function prior to PS) to take advantage of PS 8.9 best practices	32 institutions have changed their business procedures (business procedure are activities in a job function prior to PS) to take advantage of PS 8.9 best practices	31 or fewer institutions have changed their business procedures (business procedure are activities in a job function prior to PS) to take advantage of PS 8.9 best practices
	d.	33 institutions have at least one Super User designated and trained to provide End User support	32 institutions have at least one Super User designated to provide End User support	31 or fewer institutions have at least one Super User designated to provide End User support
4. Trained Users	a.	33 institutions have at least one Super User designated as a Trainer	32 institutions have at least one Super User designated as a Trainer	31 or fewer institutions have at least one Super User designated as a Trainer
	b.	33 institutions have at least one Super User trained in each module in Super User Workshops	32 institutions have at least one Super User trained in each module in Super User Workshops	31 or fewer institutions have at least one Super User trained in each module in Super User Workshops
	c.	33 institutions trained their End Users	32 institutions trained their End Users	31 or fewer institutions trained their End Users
	d.	75% of Traditional End Users from each institution participated in End User Training	60-74% of Traditional End Users from each institution participated in End User Training	Less than 60% of Traditional End Users from each institution participated in End User Training
	e.	75% of Non-Traditional End Users from each institution participated in online learning	60-74% of Non-Traditional End Users from each institution participated in online learning	Less than 60% of Non-Traditional End Users from each institution participated in online learning



Project Success Scorecard

- 4c Train End Users
- 4e Non-Traditional End Users participate in online learning



Institutional Readiness Tasks

- Support Scorecard item 3a
- Completing Institutional Readiness tasks will ensure that institutions have a smooth transition from 7.5 to 8.9
- Not completing tasks puts the institution at risk of problems during cut over



Institutional Readiness Tasks

- IR Task Checklist (*yswl*)
 - Compilation of all IR tasks for the project
 - Updated version distributed 11/5 weekly update
 - Revised dates
 - Additional tasks
 - Banner Task update



Project Extension

- Memo from Tom Maier and Bill Bowes sent on October 19, 2007
- Institutions expressed concern about the amount of work to be completed in preparation for Go Live
- OIIT has additional time to complete new or revised tasks that have a direct impact on the product institutions will use at cut over



Project Extension

- Group 1 upgrade to be completed on or by April 7, 2008
- Group 2 upgrade to be completed on or by May 15, 2008
- Expenses module to be implemented by all institutions for all employee expense reimbursements effective July 1, 2008



User Acceptance Testing

- Groups 1 and 2 combined – One UAT session for all institutions
- 1/28/08 – 2/15/08
- UAT schedule and details located at:
<http://www.usg.edu/gafirst/fin/project/v8/news/uat/>



User Acceptance Testing

- 2 people per institution will be allowed to attend UAT (*yswl*)
- Orientation will be included in each module session instead of at the beginning of the week (*yswl*)



UAT Topics per Module (*yswl*)

- UPK Player for UAT
 - 10/15/07 Weekly Update
 - Contains topics/business processes
- List of Business Processes/Topics to be covered
 - Order may change
 - Some Processes reviewed or demonstrated
 - Starting Point—Expect Revisions and Additions



Super User Training

- Group 1: 2/18/08 – 3/7/08
- Group 2: 3/10/08 – 3/28/08
- Super User Training schedule and details located at:
<http://www.usg.edu/gafirst/fin/training/ver8/>



PSFIN V8 Training Timeline

- 12/3/07 – 1/11/08 Closed registration for Super User training
- 1/14/08 – 2/10/08 Open registration for Group 1 classes
- 1/14/08 – 3/2/08 Open registration for Group 2 classes



PSFIN V8 Training Timeline

- 2/18/08 – 3/7/08 Group 1 Super User Training
- 2/25/08 – 4/4/08 Group 1 End User Training
- 3/10/08 – 3/28/08 Group 2 Super User Training
- 3/17/08 – 5/14/08 Group 2 End User Training



Groups

GROUP 1

April 7, 2008

Armstrong
Augusta State
Bainbridge
Clayton
Columbus
Darton
Fort Valley
Gainesville
Georgia College
Georgia Gwinnett College
Georgia Highlands
Georgia Perimeter College
Georgia Southern
Middle Georgia
Southern Poly
USO

GROUP 2

May 15, 2008

ABAC
Albany
Atlanta Metro
Coastal
Dalton
East Georgia
Georgia Southwestern
Gordon
Kennesaw State
Macon State
North Georgia
Savannah State
Skidaway
South Georgia
Valdosta
Waycross
West Georgia



Year End / Budget Prep

- We are addressing the timing issue for Budget Prep and Year End
- We will communicate with you about any issues, process changes, etc., that result from the timing change



Expenses (*yswl*)

- July 1, 2008
- UAT
- Training will be on different schedule



Calendar

- Quarterly Update Meeting
 - **Thursday, November 29 – Macon State**
 - Includes IR meeting
- IR Web Conference Call
 - January 16, 2008



Need Help?

- GeorgiaFirst website
 - <http://www.usg.edu/gafirst/fin/>
- Email
 - Psfin_upgrade@usg.edu