



PSFIN V8 Project Weekly Update for 04/16/2007

In this update:	<ul style="list-style-type: none">• PSFIN V8 Project Quarterly Update Meeting - April 2007• PS Financials Data Cleanup• Password Protection of GeorgiaFIRST Financials Web Site
Upcoming events:	<p>Quarterly Update Meeting</p> <ul style="list-style-type: none">• Monday, April 16, 2007 <p>Institutional Readiness Web Conference</p> <ul style="list-style-type: none">• Combined with the April Quarterly Update Meeting
This week's deadlines:	None
For More Information:	<ul style="list-style-type: none">• Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst/fin/project/v8/• Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators and Technical Representatives
Subject:	PSFIN V8 Project Quarterly Update Meeting - April 2007
Message:	<p>The details for the next Quarterly Update Meeting are as follows:</p> <ul style="list-style-type: none">• Date: Monday, April 16, 2007• Time: 9:00 a.m. – 4:00 p.m.• Location: Macon State College• Agenda and Materials: Will be available at: http://www.usg.edu/gafirst/fin/project/v8/news/events/
Action Required:	<p>To view documents related this and previous meetings, go to: http://www.usg.edu/gafirst/fin/project/v8/news/events.</p>
Deadline:	None
Respond To:	Submit list to Michael Casuccio at: psfin_upgrade@usg.edu .

For More Information:	<ul style="list-style-type: none">• Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst/fin/project/v8/• Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu
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To:	Campus Coordinators AND Accounting Staff
Subject:	PS Financials Data Cleanup
Message:	<p>Please remember that data cleanup is a continuous process. Every month until we go live with PeopleSoft Financials version 8.9, each institution should run through the instructions in the Data Cleanup Instructions document and then clean up the data as needed. This will insure that your production data remains clean, and will help minimize problems when we transition to the new version of PeopleSoft Financials.</p> <p>For a list of data cleanup tasks, please see the full Data Cleanup Instructions document at: http://www.usg.edu/gafirst/fin/project/v8/documentation/general/.</p> <p>If you require OIIT's assistance to resolve any data cleanup tasks, you should submit your ticket to the OIIT HELPDESK.</p>
Action Required:	<p>Add the data cleanup tasks to your month end checklists and run through the data cleanup tasks document every month until we go live.</p> <p>Submit OIIT HELPDESK tickets if needed for these tasks.</p>
Deadline:	No Data Cleanup deadlines are due this week. Future deadlines are summarized below.
Respond To:	psfin_upgrade@usg.edu if you have questions.

Deadlines for Data Cleanup	
6/30/07 (OIIT)	Requisition clean up
AP Clean Up	
09/30/07	Outstanding checks

For More Information:	<ul style="list-style-type: none"> Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst/fin/project/v8/ Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu
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To:	Campus Coordinators and Technical Representatives
Subject:	Password Protection of GeorgiaFIRST Financials Web Site
Message:	Effective May 1, 2007, the GeorgiaFIRST Financials web site at http://www.usg.edu/gafirst/fin/ will be password-protected. Each institution will have one unique password assigned to it. This password will be provided to all Campus Coordinators and Technical Representatives, or their institutional delegates.
Action Required:	Institution representatives must contact the OIIT HELPDESK as noted below to obtain your password.
Deadline:	April 30, 2007
Respond To:	<ul style="list-style-type: none"> • Contact psfin_upgrade@usg.edu if you have questions. • Contact the OIIT HELPDESK at http://www.usg.edu/customer_services (self-service ticket submission) or e-mail helpdesk@usg.edu to obtain your password.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst/fin/project/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu