OIIT eApps PeopleSoft Updates
Looking towards the Future

Georgia Summit
September 20, 2006

Layne Hammock &
Toni Lyons
Introductions

- Layne Hammock, Project Manager – GAFirst HRMS
- Toni Lyons, Project Advisor – SkyBridge Global
Agenda

- Project Objective & Goals
- Project Scope
- Timeline
- Accomplishments & progress
- What is ahead for the Pilot institutions
- What is ahead for the remaining institutions
Project Goals & Objectives

- To gain efficiencies with regard to functional and technical enhancements to the HRMS administrative enterprise application.

  - Key business drivers:
    - Eliminate and streamline HR processes (steps, approvals and forms).
    - Improve HR services to employees and managers.
    - Adopt best practices where possible.
    - Promote multi-campus cooperation and collaboration.
    - Provide ready and secure access to current, accurate, and complete information.
Scope: Pilot Institutions

- Georgia Perimeter College
- Georgia Gwinnett College
- Kennesaw State University
- West Georgia
- Georgia College and State University
- University System Office
**Scope: eProfile Functionality**

- *eProfile* enables employees to maintain their personal profile by giving them the ability to view, and in some cases update their personal profile information.
  - Personal Information Summary
  - Email addresses.
  - Emergency contacts.
  - Home and mailing addresses.
  - Marital status change.
  - Name change.
  - Phone numbers.
Scope: ePay Functionality

- ePay gives employees immediate access to their personal payroll data.
  - Review Paycheck data online.
  - Add, change, or discontinue direct deposit.
  - View, add, change or stop voluntary general deductions.
  - Change Federal tax withholding (W-4) information.
  - Request duplicate W-2 forms.
  - View Compensation History.
Scope: eBenefits Functionality

- **eBenefits** - moves beyond paperless self-service transactions to provide employees the information they need to maximize the value of their benefits plan.
  - Benefits Summary
  - Health Care Summary
  - Insurance Summary
  - Dependent Personal Information
  - Flexible Spending Accounts
  - Dependent Coverage Summary
Project Team

GeorgiaFIRST HRMS Self-Service (eApps)
Implementation - Pilot Project Organization

Executive Sponsor: Biff Bowes

Project Sponsor: Tom Maker

IT Project Sponsor: John Graham

Project Management/Communications Support Services: Marie Speed

Project Coordinator: Denise Blankenship

Consulting Partner: Skybridge

Core Team/Project Team
Team Leader: Layne Hammock
Team Members: John Sonville, John Graham, Marie Speed, Beverly Horne, Linda Barnes, Brann Lawell, Jeff Williams, Ken King, Jordan Morgan, Larry Williams, Christy Tidett, Brian Davis, Charlotte Veidt

Pilot Institutions:
- Georgia Perimeter College
- Georgia Southern College
- Kennesaw State University
- University of West Georgia
- Georgia College and State University
- University System Office

Management: Long Williams

Development: Jim Dale

Architecture: Long Williams

Security & Reporting: Jordan Morgan

Training & Communications: Charlotte Veidt

Testing: Public Affairs
Timeline…

E-Apps Project Timeline

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<th>May 06</th>
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Accomplishments

- Planning & Analysis
- Design
- Development
- Hardware Acquisition and Setup
- Functional Testing
What’s ahead for the pilot institutions?

- Training
- Security Workshop
- User Acceptance Testing
- Implementation & Roll Out
What’s ahead for the remaining institutions?

- Identify Group 1 & Group 2 schools
- Identify all Self Service Users
- Prepare communication plan
- Gather required setup information
- Identify Training requirements
- Team and Security Training
- User Acceptance Testing
- End User Communication and Training
## Tentative Key Dates

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<th>Group I</th>
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How BOR-OIIT is helping …

- Implementation Guide
- Implementation Resource
- Training
  - Provide a sample training plan
  - Quick reference guide
  - FAQ Document
How BOR-OIIT is helping…

- Sample communication plan
- Sample communication documents
  - “Coming Soon!” user communication
  - Benefits and ease of use communication
  - “At Your Service” brochure
  - Updated Business Processes
  - Management PowerPoint Overviews
Questions...

For HRMS Project Updates - http://www.usg.edu/gafirst/hrms/project/