GeorgiaFIRST Financials Website

The GeorgiaFIRST Financials website is the central repository for all information regarding PeopleSoft Financials for GeorgiaFIRST institutions. Users can access all of the pages from the GeorgiaFIRST Financials homepage.

The GeorgiaFIRST Financials homepage contains links at the bottom of the page that allow you to navigate to the latest Announcements and Known Issues, as well as related links such as the Business Procedures Manual.

The menu bar on the left side contains links to Documentation, Announcements, Known Issues, Releases, Project Information, Training, iStrategy/Reporting and Support.
**Documentation**

The Documentation page is composed of documents and videos relevant to each module. To see resources in a particular module, click on the Documentation Index and then click on the module.

The module pages contain an accordion with module-specific Business Processes, Announcements, Active Known Issues, Job Aids and Reference Documents, and Training. Click on the plus sign on the right of the accordion to see the documents or videos in that category.
**Fiscal Year End and Chart of Accounts**

The Fiscal Year End and Chart of Accounts page contains proprietary information and is restricted to University System of Georgia personnel. Users should contact the ITS Helpdesk to obtain a username and password for access to this page. This page is divided between the Chart of Accounts and an accordion with Fiscal Year End Announcements, User’s Guides, Mapping documents, and Workshop Presentations. It also contains zips files with previous years’ documents.

**Business Processes**

Business Processes are in accordions under each module. The accordion contains a Business Process Index that lists all of the processes in that module under the category in which they can be found. The processes themselves are held in zip files with the category name. This accordion also contains a document listing key records and queries for the module.

**Announcements**

All announcements that are sent to GeorgiaFIRST Financials mailing lists are posted on the Announcements page. Announcements are available in a pdf format. You can view current and archived announcements on this page or module-specific announcements under the Announcements accordion in a particular module.
Announcements for 2018

<table>
<thead>
<tr>
<th>Posted/modified</th>
<th>Announcement</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-08-01</td>
<td>Allocation Steps Updated with 2019 Budget Reference</td>
</tr>
<tr>
<td>2018-07-17</td>
<td>Requests to Run BOR Queries by Department of Administrative Services (DOAS)</td>
</tr>
<tr>
<td>2018-07-17</td>
<td>System Maintenance Scheduled for FPLAY Database</td>
</tr>
<tr>
<td>2018-06-26</td>
<td>Fiscal Year-End Retros</td>
</tr>
<tr>
<td>2018-06-25</td>
<td>FY2018 Transparency in Government Act (TIGA) Reporting Information</td>
</tr>
<tr>
<td>2018-06-21</td>
<td>Benefit Reconciliation Online Adjustments</td>
</tr>
<tr>
<td>2018-06-21</td>
<td>GeorgiaFIRST Marketplace e-Invoice Delay Removed</td>
</tr>
<tr>
<td>2018-06-20</td>
<td>UPDATE: FY2018 Year-End Cutoff Dates for ePro and Travel &amp; Expenses</td>
</tr>
<tr>
<td>2018-05-31</td>
<td>Budget Prep Export Training</td>
</tr>
</tbody>
</table>

Known Issues
A Known Issue is generated whenever the PeopleSoft application does not perform in the way it was intended. Information regarding the known issue is sent to GeorgiaFIRST PeopleSoft Financials users via GeorgiaFIRST emails. You can view all posted issues on the Known Issues page of the GeorgiaFIRST website or module-specific issues under the Known Issues accordion in a particular module.
Releases
Releases allow the GeorgiaFIRST Financials team to make updates to current PeopleSoft production. Known Issues can also be resolved with release items. If a known issue is resolved via a release, it will be annotated in the Release Notes. Users are encouraged to review the notes with each release to see if any actions are necessary. Previous release notes are also available on this page.

![Releases](image)

Project Information
Information for active and completed projects can be found on the Project Information page. This information includes project documentation, project communications, User Acceptance Testing resources, training resources, technical resources, project committee information, and more.

![Project Information](image)

**Active Projects**
- Module Enhancement Review Sessions

**Completed Projects**
- PeopleSoft Financials 9.2 Upgrade (2015)
- PeopleTools 8.52 Upgrade (Fall 2013)
- SciQuest/ePro Implementation Project (Winter/Spring 2011)
- PSFIN Consolidation Project (July 2009)
- PSFIN V6 Project (Fall 2008)
Training

The GeorgiaFIRST website has four training pages: GeorgiaFIRST Training, GeorgiaVIEW Online Training, ePro/GeorgiaFIRST Marketplace Training, and Georgia Summit Presentations:

- The GeorgiaFIRST Training page organizes general training materials, typically designed for new users, into accordion drop-down lists under topic. The materials on this page are not module-specific. For training materials in a specific module, you must go to the module in which you need training.
- GeorgiaVIEW Vista Online Training by GeorgiaFirst allows attendees to receive Continuing Professional Education (CPE) Credits by completing online courses and passing exams.
- ePro and GeorgiaFIRST Marketplace training materials, including videos, user guides and job aids, are organized in accordion drop-down lists under individual user roles (Shopper, Requester, etc.).
- Materials, including PowerPoints and handouts, from GeorgiaFIRST Summit presentations are uploaded onto this page.

Support

Users can access ITS Customer Services and Helpdesk via the Support link on the left menu bar of the GeorgiaFIRST Financials website.