

PSFIN V8 Project Weekly Update for 10/06/2008

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For More Information:
Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators AND Accounting Personnel
Subject:	NEW: Group 1 September Month End Close Extended
Message:	<p>The September Month End Close for Group 1 institutions has been extended to Tuesday, October 7, 2008.</p> <p>The following memo was sent by Debbie Lasher on October 1st:</p> <p>“Please be advised that GeorgiaFIRST Financials institutions who were upgraded as part of Group 1 have been given until close of business on Tuesday, October 7, to close accounting period 3, 2008. We hope that these additional days will be useful as you transition from version 7.5 to 8.9 business processes. If you encounter application-related issues with the close, please open an OIIT HELPDESK ticket so that the Production Support team can be of assistance.</p> <p>Thanks! Debbie”</p> <p>Reminder: A new Month End Checklist (Excel) has been added to the Go-Live! and Documentation pages of the GeorgiaFIRST Financials web site.</p> <ul style="list-style-type: none"> • Go-Live! page: http://www.usg.edu/gafirst-fin/projects/v8/golive/ • Documentation page: http://www.usg.edu/gafirst-fin/documentation/
Action Required:	Use the new Month End Checklist to close the September accounting period (Period 3).
Deadline:	Close of Business Tuesday, October 7, 2008
Respond To:	psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators, Technical Representatives, Campus Upgrade Representatives, and All Financials Users
Subject:	<i>Reminder: Known Issues Posted on the GeorgiaFIRST Financials Web Site</i>
Message:	All Known Issues are now being posted to the GeorgiaFIRST Financials web site at http://www.usg.edu/gafirst-fin/known_issues/ .
Action Required:	All institutions should review this page regularly to become aware of the current Known Issues.
Deadline:	N/A
Respond To:	Michael Casuccio at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none">• Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/• Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Certified Trainers and Campus Coordinators
Subject:	Reminder: Query and Report Manager Classes Available
Message:	<p>Classes covering Query and Report Manager are now available for Traditional users to review via Wimba Classroom. The Query class includes working with existing queries, and creating new basic and advanced queries.</p> <p>These classes are available on the GeorgiaFIRST Financials website. Navigate to Training⇒Certified Trainer Resources and click on the Super User Training Wimba Classroom Archives link. You can also go directly to this page by clicking on this link: http://www.usg.edu/gafirst-fin/training/certified/super_user_training.phtml.</p> <p>Click on the link for the appropriate class. A new Welcome to Wimba Classroom page displays, followed immediately by a separate Participant Login page. Click on Enter to begin the recording.</p> <ul style="list-style-type: none"> • Note: Before the viewing the classes, users should test the computer they will be using to be sure they 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.
Action Required:	Notify all Traditional users of the availability of these Query and Report Manager classes in Wimba Classroom.
Deadline:	N/A
Respond To:	Michael Barnwell at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators, Technical Representatives, Campus Upgrade Representatives, and All Financials Users
Subject:	<i>Updated:</i> Access to Group 1 and Group 2 GeorgiaFIRST PeopleSoft Financials 7.5 and 8.9 Databases
Message:	<p><u>Access to Group 2 GeorgiaFIRST PeopleSoft Financials 8.9 Databases</u></p> <p>OIIT and Group 2 Campus Upgrade Representatives are conducting Production Cutover activities to convert all Group 2 Production databases from PSFIN 7.5 to PSFIN 8.9. Once these Production Cutover activities have been completed and the databases have been validated, OIIT will send out an announcement notifying Group 2 institutions that these databases are ready for use. This announcement will include the links you need to access your new PSFIN 8.9 Production databases.</p> <p><u>Access to GeorgiaFIRST PeopleSoft Financials 7.5 Databases</u></p> <p>Access to all Group 1 and Group 2 PSFIN 7.5 databases is now <u>Read-Only</u>. You will only be able to run queries, inquiries, and reports on these databases. Access will be available until December 31, 2008. In order to access your 7.5 database, you must follow the directions given in the Accessing 7.5 database after Go-Live! document to update your PeopleSoft Configuration Manager. This document is located in the Reference Documents section on the Go-Live! page: http://www.usg.edu/gafirst-fin/projects/v8/golive/.</p>
Action Required:	Follow the instructions to update your PeopleSoft configuration so you can access your PSFIN 7.5 databases to run queries, inquiries, and reports.
Deadline:	N/A
Respond To:	Michael Casuccio at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators, Campus Upgrade Representatives, Technical Representatives, and Certified Trainers
Subject:	<i>Updated: GeorgiaFIRST Financials Web Site Updates</i>
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. Go-Live! page: http://www.usg.edu/gafirst-fin/projects/v8/golive/ <ul style="list-style-type: none"> • <i>Updated: Things to Bring</i> <ul style="list-style-type: none"> • <i>NEW:</i> AP Check Printing – Things to do and bring (PDF)
Action Required:	Review the new/updated items and use them in your PSFIN V8 project tasks as needed.
Deadline:	N/A
Respond To:	Michael Casuccio at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

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 Workflow_1 through Workflow_5 Sessions • 2008-07-02 Workflow/Security • 2008-07-09 PO/Supply Chain 1 • 2008-07-16 IR Web Conference: Preparing for Cutover • 2008-07-23 PO/Supply Chain 2 and Flexible Spending Accounts • 2008-07-30 Preparing for Pre-Production Cutover • 2008-08-13 Pre-Production Questions and Answers • 2008-08-20 IR Web Conference: Preparing for Go Live! Sessions • 2008-08-27 Group 1 Cutover and Group 2 Pre-Production • 2008-09-03 Group 2 Pre-Production Questions and Answers • 2008-09-04 Group 1 Known Issues Review/Debrief • 2008-09-17 Group 1 Known Issues Review/Debrief • 2008-09-18 Group 2 Status and Upgrade Planning • 2008-09-24 Institutional Readiness Production and Pre-Production Status Check – Preparation for Cutover • 2008-10-01 Group 2 Production Readiness – Cutover Preparation • 2008-10-02 Known Issues
Action Required:	<ul style="list-style-type: none"> • Before the 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-oiit.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 at psfin_upgrade@usg.edu if you have questions.

For More Information:	<ul style="list-style-type: none">• Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/• Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu
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To:	Campus Coordinators and Campus Upgrade Representatives
Subject:	Group 2 Production Go-Live! Session
Message:	<p>The Group 2 Production Go-Live! Session will be held in Athens on October 5-7, 2008. Group 2 representatives should arrive at OIIT at 9:00 a.m. on Sunday, October 5, 2008.</p> <p>Each institution can have two (2) attendees at this session. The Campus Upgrade Representative must attend this session, and one (1) other attendee may attend if needed (optional).</p> <p>Reminder: Please refer to the Go-Live! Final Cutover Schedule (Excel) on the Go-Live! page for a detailed schedule of cutover activities: http://www.usg.edu/gafirst-fin/projects/v8/golive/.</p>
Action Required:	Plan to attend the Production Go-Live! Session.
Deadline:	October 5-7, 2008
Respond To:	Michael Casuccio at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu