

PSFIN V8 Project Weekly Update for 03/03/2008

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For More Information:
<p>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</p>

To:	Campus Coordinators and Technical Representatives
Subject:	New: Follow Up to the February 2008 Institutional Readiness Web Conference
Message:	This month we discussed the details of the project extension and reviewed the new project timeline. The PowerPoint slides and recorded meeting archive are available on the PSFIN V8 Project website as noted below.
Action Required:	To view documents related the IR Web Conferences, go to: http://www.usg.edu/gafirst/fin/project/v8/news/events .
Deadline:	None
Respond To:	psfin_upgrade@usg.edu if you have any questions.
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
Subject:	User Acceptance Testing (UAT) – Follow Up
Message:	<p>UAT Homework and Access to Your UAT Database</p> <p>Now that the UAT sessions in Athens are complete, your UAT database will be available for you to work on your homework assignments, and for local testing and development. You will have access to your UAT database from February 18th through March 28th.</p> <ul style="list-style-type: none"> • UAT Database Access. The web link to, and login information for, your institution's UAT has been sent to each institution's campus coordinator and technical representative via email. You will need to distribute this information to your UAT attendees and other personnel who need access to complete UAT homework or perform other local development and testing. • Homework Assignments. These were distributed during the UAT sessions and have been posted to the UAT page on the PSFIN website. • UAT Presentations. The files with the PowerPoint slides have been posted to the UAT page on the PSFIN website. • Workstation Configuration. Workstation Installation and Configuration Instructions have been posted. See the announcement on page 4. <p><u>Need help?</u></p> <p>If you need assistance with your UAT homework or have any issues with your UAT database environment, please contact the OIIT HELPDESK through the usual channels and submit a ticket. Be sure to tell the OIIT HELPDESK representative that your request is related to PSFIN V8 UAT.</p> <p>Additional details are posted on the UAT page at: http://www.usg.edu/gafirst/fin/project/v8/news/uat/.</p>
Action Required:	<ul style="list-style-type: none"> • Work on UAT homework assignments and do any local testing and development. • Submit OIIT HELPDESK tickets if needed for these tasks.
Deadline:	Monday, February 18, 2008 through Friday, March 28, 2008
Respond To:	<ul style="list-style-type: none"> • psfin_upgrade@usg.edu if you have any project-related questions. • The OIIT HELPDESK if you need assistance with UAT homework assignments or have any issues related to your UAT environment.

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To:	Campus Coordinators and Technical Representatives
Subject:	Workstation Installation and Configuration Instructions and Files for PSFIN V8 Users
Message:	<p>The Workstation Installation Instructions document and related files are now available for download at: http://swdist.gafirst.usg.edu/financials/ps848wks/.</p> <p>These instructions and files contain the procedures to install and configure PeopleSoft Development tools such as SQR Reporting, nVision, Crystal 9 application, and the PeopleSoft ODBC link. This is for users who need to develop reports in PSFIN V8 using nVision and/or Crystal. Also included are procedures for configuring workstations for all users of PSFIN V8.</p> <p>The PS8 Workstation Install Scenarios spreadsheet will show the various installs needed for certain types of users. Special attention should be paid to the sections related to the SwiftView plug-in (used for viewing checks before printing), disabling pop-up blockers, and creating a trusted site in the document, as these will affect the majority of PSFIN V8 users.</p> <p>Note 1: Not everyone will need the PSFIN V8 Development tools. Only personnel who need to develop custom reports will need this type of workstation install. Although the number of people developing these reports will vary by institution, it is expected that the number would be very small: from 0 to 8 people per institution. However, everyone who accesses PSFIN V8 may benefit from having their browser correctly configured. It is expected that the Technical Representative or appropriate IT staff will have access to these files and will assist users with the installation and configuration as needed.</p> <p>Note 2: For Section 2.3.2, Configuration Manager Network Settings, you will need to have a unique machine name and port number. OIIT will send this information to each Technical Representative in a separate email message.</p>
Action Required:	Review the Workstation Installation Instructions and distribute to the appropriate IT Staff. During UAT and subsequent production environments, the IT staff may be asked to install these applications and/or assist with configuration.
Deadline:	As needed during UAT campus testing from Monday, February 18, 2008 through Friday, March 28, 2008.
Respond To:	If you need assistance with this, have your Technical Representative or appropriate IT support person contact Michael Campbell at

	psfin_upgrade@usg.edu .
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To:	Campus Coordinators and Technical Representatives
Subject:	Institution Queries and Trees during UAT
Message:	<p><u>Queries During UAT</u></p> <ul style="list-style-type: none"> • The UAT environments have the institution queries that were created at Georgia Summit and in FPLAY89. These queries have all been made public in your UAT environments for easy access. • At Georgia Summit and in FPLAY89, you were asked to name the queries with the first three digits of your school number/business unit as all the queries were in a common database. For UAT, this restriction does not apply. <p><u>Trees During UAT</u></p> <ul style="list-style-type: none"> • During UAT, you may modify institution-specific trees. OIIT will move those trees into your production 8.9 environments. • There are no restrictions on what name is given to the institution-specific trees. <p><u>Queries and Trees During Pre-Production</u></p> <ul style="list-style-type: none"> • The UAT environments will be overwritten by the pre-production upgrade, so you must make sure all the queries and trees that you need have been moved.
Action Required:	<ul style="list-style-type: none"> • Notify all creators of queries and trees about the above process. • Provide a list of all queries and trees you want to include in your production 8.9 database that have been added, modified, or even deleted in your UAT environment.
Deadline:	<ul style="list-style-type: none"> • All additions, changes, and deletions must be submitted each Friday by 2 p.m. during UAT campus testing from Monday, February 18, 2008 through Friday, March 28, 2008. • Deadline for the final list is to be determined.
Respond To:	Karen Dykstra at psfin_upgrade@usg.edu .
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