Annual Oracle Maintenance Release 5.40
- Release Schedule
- FPLAY Database Refresh
- Supported Browsers
- User Experience Changes
- Module Updates and Changes
- Preparing for Release 5.40

Calendar Year-End Updates

Q&A
Annual Oracle Maintenance
Release 5.40
Annual Oracle Maintenance Release 5.40

- Schedule for Application of Release 5.40
  - All GeorgiaFIRST users should log out before 5:00pm, Thursday, November 29
  - Production will be down all day Friday, November 30
  - Production will be available for institutional access by 7:00am, Monday December 3
Annual Oracle Maintenance Release 5.40

• Release will consist of:
  – PeopleTools Upgrade to 8.56.12
  – PeopleSoft Update Images (PI)
    • Images 24 - 27
  – BOR modification retrofits
  – Resolved Known Issues - 7
• Implementation of Single Sign-On
  – As of 7:00am December 3, 2018
  – Using the same SSO as OneUSG so no additional setup is needed
  – Multi-factor authentication
    • If your institution has implemented a MFA solution, it will work for Financials SSO
Annual Oracle Maintenance Release 5.40

GeorgiaFIRST link...

User Inputs Local Credentials

USG Single Sign-on Authentication
Select Your Institution (Picker Page)

Institution Identity Provider

Institution Directory Service

GeorgiaFIRST Home Page
In order for the user to authenticate, the following must match:

<table>
<thead>
<tr>
<th>Institution Attribute</th>
<th>GeorgiaFIRST Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institution (3-digit Company Code)</td>
<td>Company Code from Security Class (PSOPRDEFN.OPRCLASS)</td>
</tr>
<tr>
<td>Employee ID</td>
<td>EMPLID from Security Account (PSOPRDEFN.EMPLID)</td>
</tr>
<tr>
<td>Last Name</td>
<td>Last Name from Personal Data (PS_PERSONAL_DATA.LAST_NAME_SRCH)</td>
</tr>
</tbody>
</table>
• Implementation of Single Sign-On
  – Creating Financial User Accounts
    • Security Admins will still be able to setup users.
    • Self-registration will still be available.
    • The OPRID (PeopleSoft Username) should not match the SSO Username.
      – The important thing is to have the EMPLID accurately populated along with the OPRCLASS which contains the institutions company.
• Implementation of Single Sign-On
  – Access Financials from GeorgiaFIRST Financials website
    • Current browser bookmarks/favorites for GeorgiaFIRST Financials should be deleted.
    • Create a new bookmark/favorite for GeorgiaFIRST Financials
      https://www.usg.edu/gafirst-fin/
Delivering Trusted Financial Management Solutions

PeopleSoft Financials was implemented at the teaching institutions of the University System of Georgia, along with the University System Office (USO), under the project name “GeorgiaFIRST” in January 1998. The GeorgiaFIRST PeopleSoft Financials application model is a fully integrated, Oracle-based technology suite of software applications managing the financial data that meet BOR and USG institutional needs for information used in decision-making. The single application model and a consolidated database containing the data for all institutions are accessible to users in the four major administrative areas: General Ledger, Accounts Payable, Accounts Receivable, and Treasury.

Active GeorgiaFIRST Financials User
Self-Service Users
Enter Travel, Approve ePro
Requisitions and other Worklist
Annual Oracle Maintenance Release 5.40

Active GeorgiaFIRST Financials User
Self-Service Users
Enter Travel, Approve ePro Requisitions and other Worklist Items.
GeorgiaFIRST Self-Service

Core Users
Enter and process financial transactions, run reports or queries, analyze financial data.
GeorgiaFIRST Financials

New GeorgiaFIRST Financials User
Register as a new Self-Service user.
Register For My Account

Global GeorgiaFIRST Financials
Global users include Office of Fiscal Affairs, Department of Audits, DOAS.
Global GeorgiaFIRST Financials
• Implementation of Single Sign-On
  – Login button options:
    1. GeorgiaFIRST Self-Service – T&E entry, Worklist approvals
    2. GeorgiaFIRST Financials – Core users
    3. Register For My Account – New user self-registration
    4. Global GeorgiaFIRST Financials
       – Job functions require access to all institutions (business units)
       – Typically have a XXX_USG or BOR_SHARE User ID
Implementation of Single Sign-On

- Login button #1 and #2
  - Goes to picker page
  - Select your institution (logo)
- Institutions single sign-on page
  - Enter single sign-on local credentials *(like you do today for OneUSG Connect and not your Financials User ID and password)*.
If Institution has implemented multi-factor authentication solution, a notification will be sent.
• Implementation of Single Sign-On
  – Login button #3 “Register For My Account”
    • Goes to GeorgiaFIRST Financials login page
    • Click the “Register For My Account” link
  – Login button #4 “Global GeorgiaFIRST Financials”
    • Does not use Single Sign-on
    • Goes to GeorgiaFIRST Financials login page
    • Enter Financials User ID and password
Regression Testing

- Announcement sent out November 8th
- Only applies to institutions using PSQUEST 2-tier access
- Testing recommended due to PeopleTools upgrade and table changes
- Need to ensure your access to data not impacted
FPLAY Database Refresh Schedule

• Plan to refresh FPLAY week of December 10
  – Will be unavailable approximately 5 business days
  – Will refresh from current production and apply release 5.40
  – Will be turning on SSO for FPLAY

• Notify kistie.manders@usg.edu if you have users setup for Training that you wish to retain.
Supported Browsers
• There are no changes for supported browsers.
• Issues may still be encountered that include lookups not returning results, buttons not active on the page, etc.
• As always, it is best practice to clear browser cache on a regular basis.
Supported Browsers for PT8.56.12

Refer to the following documentation:

• Browser Compatibility Guide for PeopleSoft Applications, PeopleTools 8.53-8.56
• Clearing Your Browser Cache Job Aid

http://www.usg.edu/gafirst-fin/documentation/category/general_job_aids_and_reference_documents
PeopleSoft Classic Plus User Interface

- Classic Plus is a hybrid between existing Classic and Fluid
- Slightly bigger layout
- Classic Plus pages present in multiple modules
Annual Oracle Maintenance Release 5.40

• Homepage Changes
  – Action List ‘Hamburger’
    – has been replaced by more familiar 3 dots
Annual Oracle Maintenance Release 5.40

- Changes to Grid Options on Classic+ pages
  The options that are currently in upper right hand corner

Now appear in the upper left corner of the grid box
Release 5.40 Module Updates and Changes
Department Manager Dashboard

- Functionality delivered in December 2017 that allows Department Managers to view financial data, including budgets, pre-encumbrances, encumbrances, expenses, and the detail behind these numbers in one place.
- Performance enhancement was needed after the initial release.
- Changed from a real-time view to an hourly refresh
• New Top Supplier Dashboard
  - Allows users to view their top supplier activity for a fiscal year
  - Supplier Dashboard functionality is similar to the Department Manager Expense and Revenue Dashboards
  - Department-level security
  - Drill down capability into supplier information and voucher data
  - Navigation: BOR Menus > BOR Accounts Payable
General Ledger—New Known Issue

- Budgets Overview Page displays all columns in the results instead of a user’s saved preferences.

**Current Production:**

<table>
<thead>
<tr>
<th>Ledger Group</th>
<th>Account</th>
<th>Account Description</th>
<th>Budget</th>
<th>Expense</th>
<th>Encumbrance</th>
<th>Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>APPROP</td>
<td>700000</td>
<td>Operating Supplies &amp; Expenses</td>
<td>106000</td>
<td>0.69</td>
<td>6.00</td>
<td>19,887.22</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>95,447.00</td>
</tr>
</tbody>
</table>

**After Release:**

<table>
<thead>
<tr>
<th>Ledger Group</th>
<th>Account</th>
<th>Account Description</th>
<th>Budget</th>
<th>Expense</th>
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</tr>
</tbody>
</table>
• Budgets Overview Page Workaround:
  - To personalize preferences:
General Ledger – New Known Issue

- **Budgets Overview** customized setting available
ePro & Purchasing – Updates and Changes

• New Option upon Save when Adding or Updating a supplier:
  – Select Yes to Submit Approval after saving
  – Select No to Submit Approval later
Select Yes to Submit Approval after saving, No to Submit Approval later, or Cancel to Cancel saving. (7025,903)
• Select ‘Yes’ and you are now able to add Approval comments, that can be viewed by the Approver.

• Comments are not required.
Select ‘No’ and the supplier will be saved and a ‘Submit for Approval’ button becomes available on the Identifying Information tab.
When you are ready, you will select the ‘Submit for Approval button.

This opens the Approval Comments box.

Select OK and the supplier will route for approval.
• Budget Check and Cancel icons returning on Maintain PO page (Add/Update POs)
ePro & Purchasing – Preparation for the Release

• Recommend that all ePro & Purchasing transactions should be in Pending or Approved Status prior to release 5.40
ePro & Purchasing - Resolved Known Issues

• **KI9.2-71_PO** – Unable to Create Amount Only PO via Express Purchase Order page
• **KI9.2-49_PO** – Process Option Changes for Maintain Purchase Order and Express Purchase Order pages
• **KI9.2-40_ePro** – Account Field Not Editable

Updated:
• **KI9.2-3** – PO Print Run Control Page – Number of Copies
Travel and Expenses – Updates and Changes

• Bank Accounts and Bank Accounts BOR Tabs
  Update Access Removed
  – OneUSG integrates with PeopleSoft Financials to send personal, job, and bank account data
  – Bank Account updates should occur in OneUSG Connect and feed to PeopleSoft Financials
  – ITS Support will have access to update Bank Account information in PeopleSoft Financials in emergency situations only
• All Expense transactions should be in Pending or Approved Status prior to release 5.40
  • Pending = created and saved or sent back to the traveler
  • Run the `BOR_EX_WF_BLACK_HOLE` query to monitor approvals in process
Travel and Expenses – Resolved Known Issues

- **KI9.2-70_EX** – Issues Adding Meal Lines to a Fluid Expense Report Using Quick-fill
- **KI9.2-72_EX** – Incorrect Chartstrings on Fluid Expense Report When Accounting Defaults Changed
- **KI9.2-73_EX** - Creating Travel Authorization from a Template Causes Accounting Details to be Blank
- **KI9.2-74_EX** – Default Creation Method of Copy an Existing Report Causes Javascript Error in Fluid Expense Report
Accounts Payable – Updates and Changes

- New workflow available - Voucher Fund Approval
  - Non-PO vouchers using specified Fund Codes will route for Voucher Fund Approval.
  - Fund Codes to be used are institution-specific.
  - Voucher Fund Approvers are pooled for all Fund Codes.
  - New security role: BOR_VOUCHER_FUND_APPROVAL.
  - Use of Voucher Fund Approval is optional.
Accounts Payable – Updates and Changes

• New AP Queries:
  – BOR_AUDIT_AP_VCHR_ENTRY_ID - Vouchers w/User Entered ID
  – BOR_AUDIT_AP_VCHR_SINGLEPAY- Vouchers for Single Pay Vendor

Created for DOAS for Single Payment Vendor and Voucher Analysis
Accounts Payable – Updates and Changes

• New Voucher Upload Spreadsheet:
  – A new version of the Voucher Upload Spreadsheet will be posted to the GeorgiaFIRST website prior to the 5.40 release.
  – The current version will still work after 5.40.
  – An announcement and updated job aid will be sent out and posted on the website.
Security – Updates and Changes

• New Security Administration WorkCenter!

Welcome to the Security Administration WorkCenter

This workcenter provides a central place for local security administrators to perform their daily activities, without the hassle of navigating to many different menu locations. You will find common security administration pages, queries, reports and links to external documentation.
Security – Updates and Changes

• New Security Administration WorkCenter!
  – In an effort to help centralize Security Administrators daily activities!
  – Includes all pages that are accessed as part of your daily security administration duties, as well as helpful queries and reports!
  – Part two will be coming later, and will include options to personalize the WorkCenter and add favorite queries, reports, or links so you have one place to go and will not have to memorize navigation.
  – If you have any other suggestions to add to it, send them my way!
Preparing for Release 5.40

How to prepare:

– Communicate system downtime

– Change Management:
  • Prepare users for Single Sign-On Changes
    – ITS will provide a job aid
    – Have users create bookmark/favorite for GeorgiaFIRST website
  • Download new Voucher spreadsheet (optional)

– Plan for use of new features
  • Voucher Fund Workflow setup
  • Vendor Spend Dashboard
  • Security Administrator Dashboard
Calendar Year-End Updates
Annual Per Diem Updates (CONUS/OCONUS)

- Working on the annual per diem updates
- Estimating mid to late November for updates to be applied to production
- An announcement will be sent once they are complete
Oracle Webinar scheduled for 11/15/2018

An announcement will be sent once we determine if changes will be required
Questions?