January 2018

Readiness
Monthly Status Call
Getting Started

• Please send questions through the chat function.

• Please think about the format of information presented today and any suggested changes.

• The presentation and recording will be available on the OneSource website.
Agenda

• Special Guest – Sean Rogers, Director Finance and Administration: College of Veterinary Medicine

• Website Updates

• December - April Activities
Thank You!

- UGA Budget Management System Go-Live!
- Kaba Workshops
- Touchnet/Detail Code Submissions
- HR Business Process Design Sessions
- UGA Budget Management User Acceptance Testing
• Special Guest – Sean Rogers, Director Finance and Administration: College of Veterinary Medicine
How CVM Got Organized

• Steering Committee
  • Involve cross-section of folks

• Make sure you ask the “essential question”
  • What question do you most want the new system to answer
    • “How much money do I have”?

• Set-up the chart of accounts to answer the essential question
Philosophies

• Cornerstones
  • Bring accountability down to lowest appropriate level wherever possible
    • Departments
  • Simplify processes wherever possible
    • DO NOT duplicate current processes in new system w/o asking tough questions
  • Encourage participation

• How CVM Organizes to Handle Requests
  • Decide key principles centrally
  • Give departments flexibility elsewhere
  • Have key resources ready to assist and answer questions
  • Spread the work wherever possible
Communications

• Utilize Change Champions
  • Partner with individual departments

• Regular Updates
  • Monthly bullet points emphasizing upcoming events
  • Utilize departmental business managers
  • Present at administrative and departmental meetings
    • Emphasize issues affecting faculty and staff

• Be flexible and patient
  • Willing to go a new direction if events dictate
OneSource website
New or Updated Items

- Website Updates Resources Page

- This page lists all new additions or changes to the website for easy reference.

- https://onesource.uga.edu/resources/web_site_changes/
# UGA’s OneSource Roadmap

As of 1/1/2018

<table>
<thead>
<tr>
<th>Budgeting*</th>
<th>Financials Management</th>
<th>Reporting &amp; Data Architecture</th>
<th>HR/Payroll (Human Capital Management HCM)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Analyze and Design</td>
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<td>OneUSG HCM Implementations for USG Institutions</td>
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<td>Configure and Develop</td>
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<td>UGA R1 Plan &amp; Discover</td>
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<td>Deploy and Optimize</td>
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*The UGA Budget Management System will have three feature releases. See [OneSource website](#) for additional details.
## UGA’s OneSource Roadmap

### As of 1/1/2018

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
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<tbody>
<tr>
<td>Individuals affected</td>
<td>~600</td>
<td>~6000</td>
<td>~6000</td>
<td>~20,000</td>
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</table>

**Budgeting***

Go Live

**Financials Management**

**Reporting & Data Architecture**

**HR/Payroll (Human Capital Management HCM)**

*The UGA Budget Management System will have three feature releases. See OneSource website for additional details.*
# January 2018

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<tbody>
<tr>
<td><strong>Monthly Highlights (FIN)</strong></td>
<td><strong>Monthly Highlights (HCM)</strong></td>
<td><strong>Monthly Highlights (Comm)</strong></td>
<td><strong>Other UGA Activities</strong></td>
<td><strong>January 22 Due Dates (New)</strong>&lt;br&gt;• Departmental Mapping Sign-Off&lt;br&gt;• Sponsored Account Mappings (optional) Unit Request&lt;br&gt;• Person Type Unit Request</td>
</tr>
</tbody>
</table>
| • Hyperion Go-Live | • HR/Payroll Business Process Design Sessions | • SpeedType Communication<br>• Town Hall Communication<br>• Readiness Survey (originally planned in Nov 2017) | FY19 Budget Prep<br>FY18 User Verification Prep | **HAPPY NEW YEAR!**
| • Hyperion Training for Chief Business Officers (mid January) | • HR/Payroll Business Process Design Review Planning | • Unit Request<br>• Kaba Time Clock Communication Planning | • User Account Standards Training-Jan 29**<br>Mainframe Decommission-Departmental Systems Check-in Survey: Distributed January 8 Due January 26 |
| • Unit Request<br>• SpeedType<br>• Sponsored Accounts (Optional)<br>• Department Mapping Sign-Off | • Kaba Time Clock-Time Collection | | |
| | | **ITMF-No ITMF in Jan** | **Hyperion Go-Live Roles Comm. #1 – Jan 22 Workshop Invitation**<br>**SpeedType Communication (New)** | **Hyperion Go-Live**<br>Access Request Due for Feb. Trainings |
| **Hyperion Training (Week of)**<br>Workflow & Financial Security Roles Comm. #2 – Template distribution | **HRLE** | **UGANET** | **Workflow & Financial Security Roles Change Champion presentation** | **ITMF**
| 8 | 9 | 10 | 11 | 12 |
| **Hyperion Training (Week of)**<br>Workflow & Financial Security Roles Comm. #2 – Template distribution | **HRLE** | **UGANET** | **Workflow & Financial Security Roles Change Champion presentation** | **ITMF**
| 15 | 16 | 17 | 18 | 19 |
| **Hyperion Training (Week of)**<br>Workflow & Financial Security Roles Workshop | **SpeedType**<br>Access Request Due for Feb. Trainings | **ITMF** | **Departmental Systems Check-in Survey Due** | **Hyperion Training (Week of)**
| 22 | 23 | 24 | 25 | 26 |
| **Workflow & Financial Security Roles Workshop**<br>See Jan 22 Due Dates** | **Readiness Survey #2 Distributed (New)*** | **Hyperion Go-Live**<br>Access Request Due for Feb. Trainings | **Departmental Systems Check-in Survey Due** | **Hyperion Go-Live**
| 29** | 30 | 31 | | |
### Monthly Highlights (FIN)
- Hyperion Training for additional users (February)
- UAT Communications to testers (New)
- Unit Request Due in March
  - Approvers in UGAmart

### Monthly Highlights (HCM)
- HR/Payroll Business Process Design Sessions
- HR/Payroll Business Process Design Review Planning
- Unit Request Due in March
  - Kaba Time Clock-Time Collection

### Monthly Highlights ( reporting)
- Data Warehouse Update Planning

### Monthly Highlights (Comm)
- Town Hall
- Columns article - Training

### Other UGA Activities
- FY19 Budget Prep
- FY18 User Verification Prep

### Other Unit Request
- Telephone Services
- Campus Mail (New)

### Payroll Changes Communication (New)

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<td>BSAG</td>
<td>Monthly Status Call</td>
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User Verification Starts Payroll Changes Information Session (New)
### Monthly Highlights (FIN)
- UGA Financial Management System Go-Live Planning
- User Acceptance Testing March 1 – April 30, 2018
- Unit Request
  - Planning: (Speed Type) and home department Works PCard system (Due 5/1)

### Monthly Highlights (HCM)
- HR/Payroll Business Process Design Sessions
- HR/Payroll Business Process Design Review Planning
- Kaba Pilot – March 26- May 25

### Monthly Highlights (Reporting)
- Data Warehouse Update

### Monthly Highlights (Comm)
- Testing
- Training
- HR Business Process Review

#### Other UGA Activities
- FY19 Budget Prep
- FY18 User Verification

#### Other Unit Request
- Telephone Services

### ITMF
- Approver in UGAMart Due
- Kaba Time-Clock Order Form Due

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- User Verification Completion Due
# April 2018

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**Other UGA Activities**
- FY19 Budget Development

**Other Unit Request**
- Telephone Services

**Monthly Status Call**
- April 26

**HR/Payroll Business Process Review Community Forums**
- April 30
Topics
Planned for February

• Special Guest from School/College/Unit Planned
Questions

Project Feedback
onesource.uga.edu
onesource@uga.edu

Monthly Status Call
Resource Page

Next Call:
February 15 @ 1:30 p.m.