July 12, 2018

Readiness
Weekly Status Call
Getting Started

- Please send questions through the question 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

• Go-Live Readiness
  • Daily Status Calls July 2 – July 13 8:15 – 9:00am

• Special Topics and Updates

• July Activities
Thank you

Change Champions and Project Coordinators

You are asked to do so much for OneSource and for your unit!
You are the real stars in this project!
Go-Live Training Highlight:

• Procurement

  - Procurement
    - Purchasing for Departments
      - Where is My Supplier?
      - Using SpeedTypes in Works
    - Adding Chartstring Information to the UGAmart User Profile
    - Entering Chartfield / SpeedType Information in UGAmart
Go-Live Special Topics and Updates
• There have been only a few service calls about access to functionality.

• All the hard work on the front end has paid off.

• Chief Financial Officers are adding approvers and approving access request with success.
A digest of the Finance Go-Live Daily Status Calls has been requested. We will post this to the Readiness Resources page as soon as it is available.
Beginning of the Weekly “Tuesday’s Top 2”

• Tuesday’s Top 2: July 17 – Sept 25 (1st quarter)
  • Will assess frequency after 1st quarter

• This will be a weekly email to highlight:
  • Top two tips
  • Updates of any new known issues
  • Information on Feature Releases as applicable
Opened and Resolved cases by week for all OneSource Teams

April 29, 2018: 1 Open, 91 Resolved
May 6, 2018: 58 Open, 125 Resolved
May 13, 2018: 125 Open, 93 Resolved
May 20, 2018: 93 Open, 80 Resolved
May 27, 2018: 4 Open, 163 Resolved
June 3, 2018: 1 Open, 113 Resolved
June 10, 2018: 3 Open, 217 Resolved
June 17, 2018: 8 Open, 196 Resolved
June 24, 2018: 8 Open, 55 Resolved
July 1, 2018: 55 Open, 891 Resolved
July 8, 2018: 182 Open, 602 Resolved
Opened and Resolved Cases this week
By OneSource Teams

- **Security**: 5 Open, 1 Resolved
- **Accounts Payable**: 2531 Open, 31 Resolved
- **AR/BI**: 4 Open, 4 Resolved
- **Budget Mgmt**: 8 Open, 8 Resolved
- **Cash Mgmt**: 2 Open, 9 Resolved
- **Accounting**: 2332 Open, 32 Resolved
- **Grants Post**: 6 Open, 6 Resolved
- **Grants Pre**: 1124 Open, 24 Resolved
- **Purchasing**: 1 Open, 12 Resolved
- **Pcard**: 5 Open, 12 Resolved
- **Training**: 14 Open, 29 Resolved
- **Travel & Expense**: 79 Open, 79 Resolved
- **Service Desk**: 442 Open, 79 Resolved
Chart of Accounts

• Former account number now equals as many as 10 distinct chartfields
• SpeedTypes and Accounting tags are your short cuts to these
• Is there a “right” order for these to be displayed?
  • No – they can be displayed in different orders
  • Some flexibility in certain PS screens to set the order up based on an individual’s preference
• For more information:
  • OneSource resource page: https://onesource.uga.edu/resources/chart_of_accounts/
  • OneSource 101 training: https://onesource.uga.edu/resources/training/
Known Issues this week?

• When completing budget journals and budget transfers, you must use whole dollars only.

• Please reference the Known issues resource page.
Our KABA Clocks Have Arrived!!

• 136 UGA Kaba clocks were received by the USG Shared Services Center in Sandersville, Georgia.

• The UGA and USG Time &Labor teams worked together this week to configure the clocks.

• Labels were printed for each clock to include the device and device group ID as well as the clock location.

• Thanks to our USG Shared Services and Information Technology partners for all your help!
## Monthly Highlights (FIN)
- UGA Financial Management System Go-Live Training

## Monthly Highlights (HCM)
- Kaba Clock Installation Preparation
- Tester Recruitment
- Unit Request: See Unit Request Resource page
- Communication Planning

## Monthly Highlights (Comm)
- Training
- Reporting Forums (coordinating with Project Coordinators)

* Daily Go-Live Status Calls July 2 – 13 from 8:15-9:00

**Tuesday Top 2 Weekly Email begins

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<th>Monday</th>
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<tbody>
<tr>
<td><strong>Go-Live - First Business Day!</strong></td>
<td>HOLIDAY</td>
<td>Weekly Go-Live Call ITMF</td>
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| IDC Return Mapping Final Validation Due | Tuesday’s Top 2 Starts (New)** | Kaba Workshop | Weekly Go-Live Call | HCM Unit Request Informational Webinar
| | | | | *System Maintenance (Weekend) (New) |
| 23     | 24      | 25        | 26       | 27     |
| | | | | Weekly Go-Live Call |
| | | | | HCM Unit Request Workshop |
| 30     | 31      |           |          |        |

*System Maintenance (Weekend) (New)
Questions

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

Monthly Status Call
Resource Page

Next Weekly Call:
July 19 @ 1:30 p.m.
Daily Status Calls Continue:
M-F @ 8:15 a.m. until July 13
Project Coordinator Time

• Reports To: Defaults to unit/department head for Travel
• Requesting and Using Alternate Approvers
• CBO Alternates