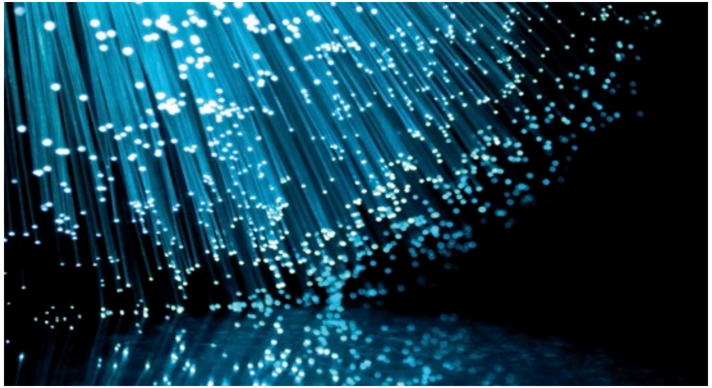
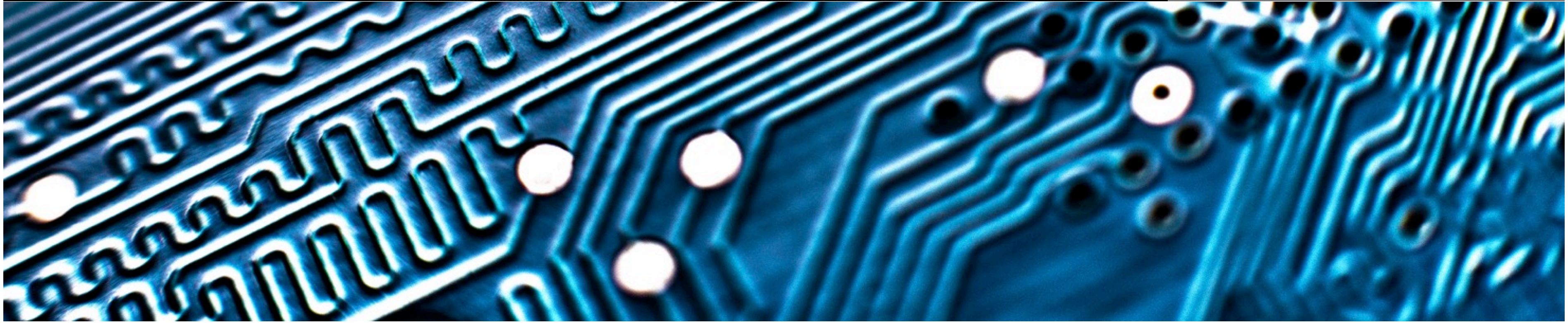


Georgia*FIRST* Financials Production Update

Tuesday, November 12, 2019

2:00 p.m. - 3:30 p.m.



Agenda

- Annual Oracle Maintenance Release 5.50
  - Release Schedule
  - FPLAY Database Refresh
  - User Experience Changes
  - Supported Browsers
  - Module Updates and Changes
  - Preparing for Release 5.50
- Calendar Year-End Updates
- Other Production Updates
- Q&A

Annual Oracle Maintenance
Release 5.50

Annual Oracle Maintenance Release 5.50

- Application Schedule for Release 5.50
  - All Georgia*FIRST* users should log out before **5:00 p.m. on Thursday, November 21, 2019**
  - Production will be down all day Friday, November 22, 2019
  - Production will be available for institutional access **by 7:00 a.m. on Monday, November 25, 2019**

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Annual Oracle Maintenance Release 5.50

- Release 5.50 consists of:
  - PeopleTools Patch to 8.56.20
  - Database Upgrade – 12c to 12.2
  - PeopleSoft Update Images (PI)
    - Images 28 - 32
  - New enhancements and functionality
  - Resolved Known Issues – 8

Annual Oracle Maintenance Release 5.50

- Resolved Known Issues – 8
- All Resolved Known Issues can be found on the Resolved Known Issues page of the Georgia*FIRST* Financials website
- Announcement with a list of all Known Issues resolved by Release 5.50 will be distributed on November 18, 2019

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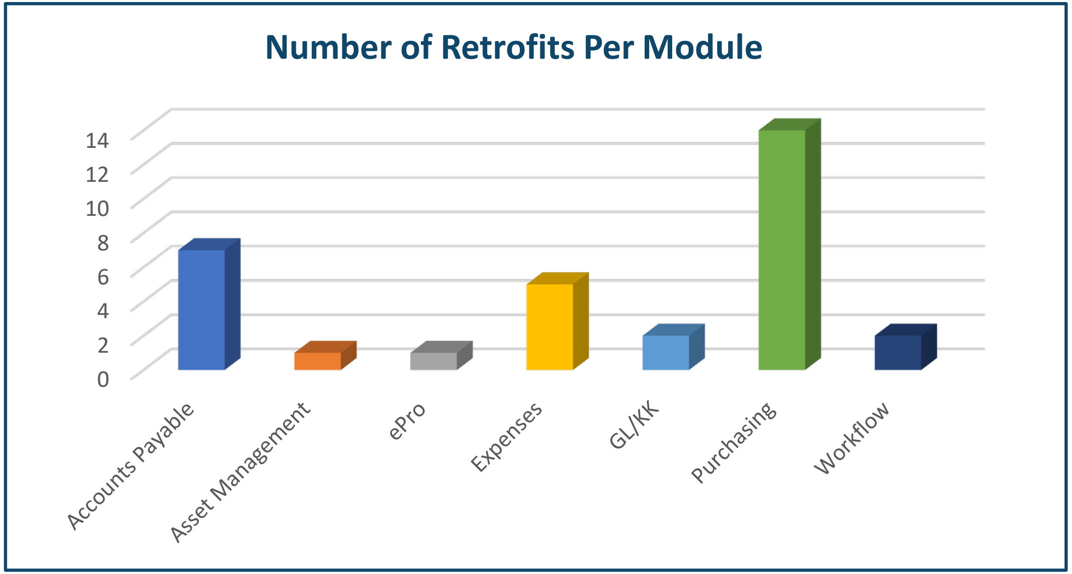
Annual Oracle Maintenance Release 5.50

- Release 5.50 consists of:
  - 32 BOR modification retrofits



FPLAY Database Refresh Schedule

- Plan to refresh FPLAY week of November 25 – December 4, 2019
  - Will be unavailable approximately 5 business days
  - Will refresh from current production and apply Release 5.50
- Notify teresa.page@usg.edu if you have users setup for training you wish to retain

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Release 5.50 User Experience Changes

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Annual Oracle Maintenance Release 5.50

- New Home Pages and Tiles
  - Finance & Accounting
  - Payables
  - ePro/Purchasing

- Updated job aid available tomorrow, November 13, 2019

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Supported Browsers

Supported Browsers for PT8.56

- No changes for supported browsers
- Users may encounter issues such as 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

- Browser Compatibility Guide for PeopleSoft Applications, PeopleTools 8.54-8.57

- Clearing Your Browser Cache Job Aid

Questions?

Release 5.50 Module Updates and Changes

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Accounts Payable – Updates and Changes

- New Payables Operations Home Page

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Accounts Payable – Updates and Changes

- Criteria change for BOR_AP_OPEN_LIAB query
  - Added criteria so that only vouchers that begin with ‘05’ are returned in the query results

Accounts Payable – Updates and Changes

- Voucher Build Interfaces Option Name Change
  - When running Voucher Build for the voucher spreadsheet upload, users choose *Excel Upload (Payables)*. Previously, the option was called *Excel Upload Vouchers*.

- Payment Request Reviewer Change
  - Changes made to a Payment Request by a REVIEWER now initiate re-approval
  - Previously, an Oracle bug kept workflow from restarting when a Reviewer made a change to the payment request

Accounts Payable – Known Issues

- Resolved
  - KI9.2-109_AP: Issue with Updating Recycle Vouchers Created via Voucher Build
- No new Known Issues

Questions?

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Budget Prep – Updates and Changes

- New warnings to HCM Import process when positions fail to import
- Added Job Code and Pay Group as search fields for Update Personal Services page
- Fixed where distribution split by date did not actually split by date

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Budget Prep – Known Issues

- Active
  - KI9.2-118 – Budget Prep Load Not Updating Annual Benefits Base Rate in OneUSG Connect
  - KI9.2-119 – Budget Prep Load Process Not Updating Department or Job Entry Dates Correctly
- Resolved
  - KI9.2-115 – HCM Import to Budget Prep Imports Deleted Job Rows
  - KI9.2-114 – Fringe Update Process Runs to “No Success” for Certain Positions Using Job Earns Dist

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Questions?

ePro & Purchasing – Updates and Changes

- New eProcurement/Purchasing Home Page

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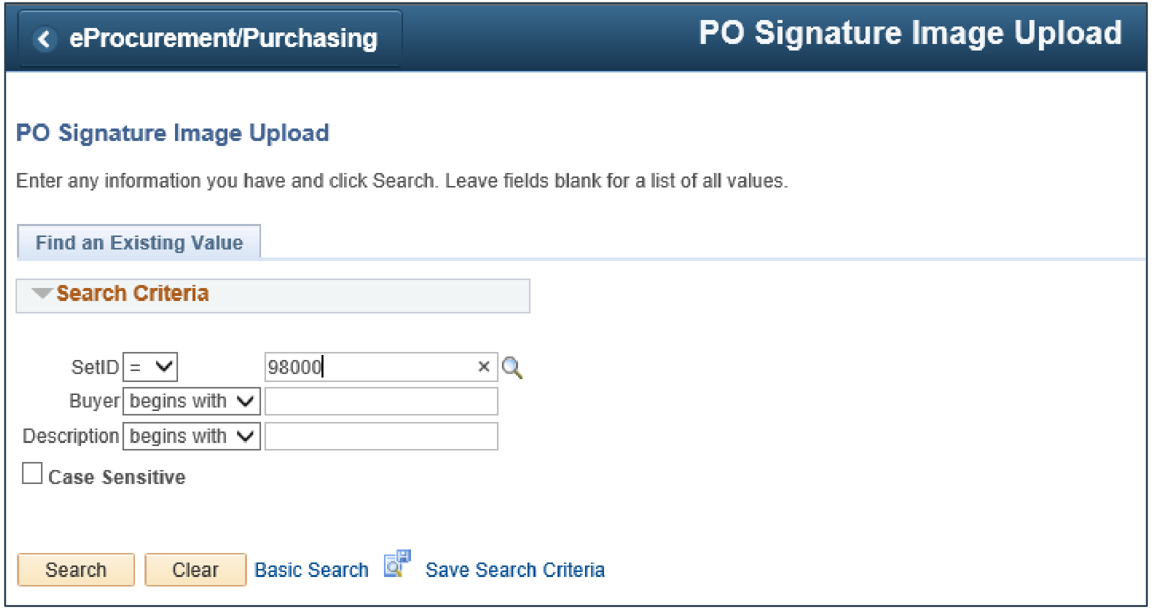
ePro & Purchasing – Updates and Changes

- Electronic PO Signature
  - New BOR Page: BOR Menus > BOR Purchasing > BOR PO Use and Processing > PO Signature Upload
  - Institutions will be able to upload one signature per Buyer
  - Path to signature will auto populate on the Buyer Setup Page
  - Buyer's Signature will print on POs where they are designated as the buyer

ePro & Purchasing – Updates and Changes

- Creating a PO Signature File for PSFIN Signature Upload job aid will be available



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ePro – Preparing for Release 5.50

- Recommend all ePro Requisitions should be in an Open or Approved status prior to Release 5.50

ePro & Purchasing - Known Issues

- Resolved
  - KI9.2-113_ePro: Submit Button Greyed Out When Attempting to Expedite Multiple Requisitions
  - KI9.2-82_ePro: Requisition Attachments Unable to be Viewed from Requisition Approval Page
  - KI9.2-9_PO: Unable to Approve Requisitions Pending Approval Status in Manage Requisitions
- No new Known Issues

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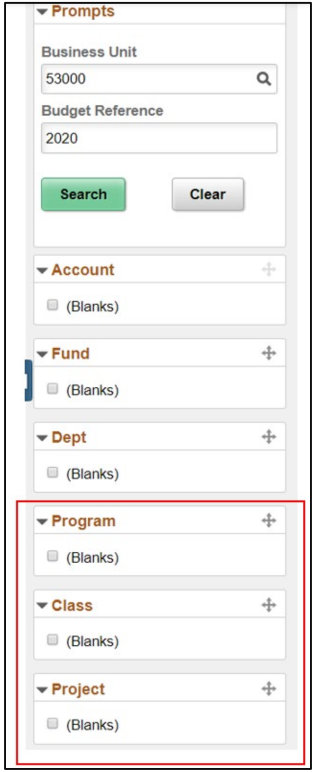
Questions?

General Ledger – Updates and Changes

- Department Manager Dashboard
  - Class, Program and Project will be available on the prompt list



General Ledger – Updates and Changes

- PO Open Encumbrance Dashboard
  - New functionality will allow users to view Purchase Order open encumbrances
  - Data is the same as the Open Encumbrance as of Accounting Period report (BOR Menus > BOR Purchasing > BOR PO Reports > PO Open Enc as of Acctg Period)
  - Dashboard has similar functionality as previously released dashboards such as the Department Manager Dashboard
  - Drilldown capability into Purchase Order information

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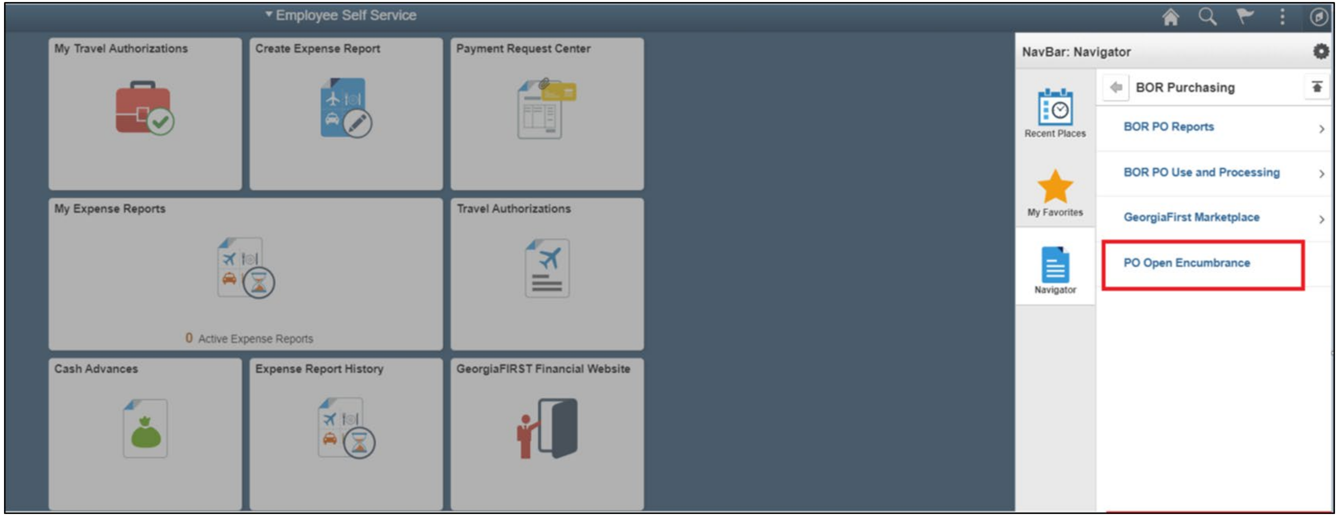
General Ledger – Updates and Changes

- Navigation: BOR Menus > BOR Purchasing > PO Open Encumbrance



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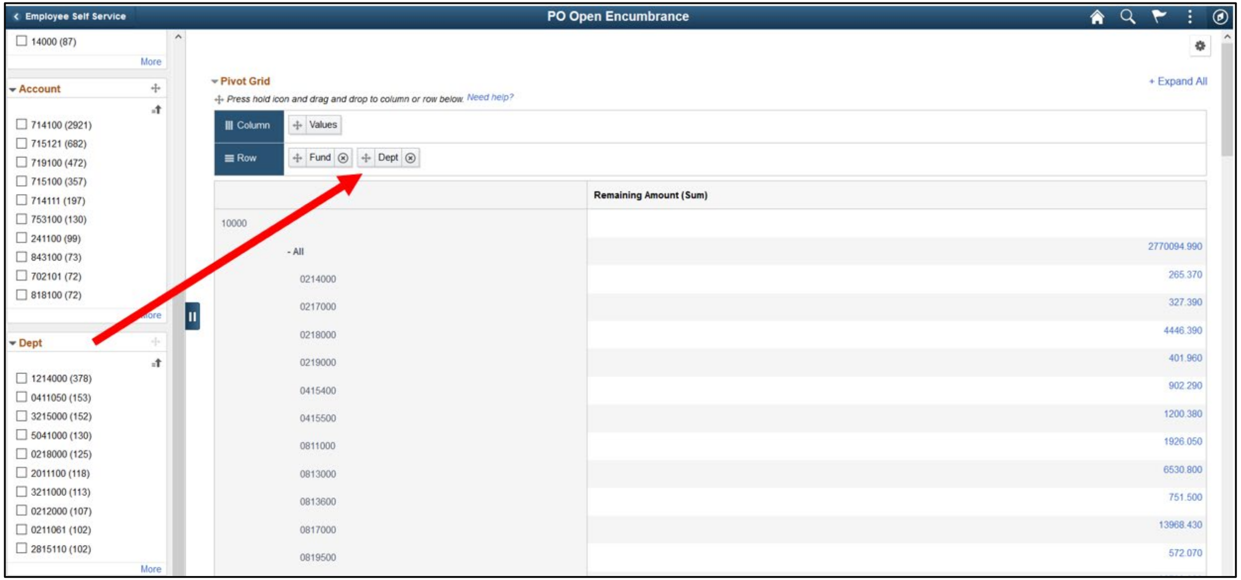
General Ledger – Updates and Changes

- PO Open Encumbrance Dashboard
  - Row filter allows the breakdown of ChartFields
  - Example of balances by fund and department



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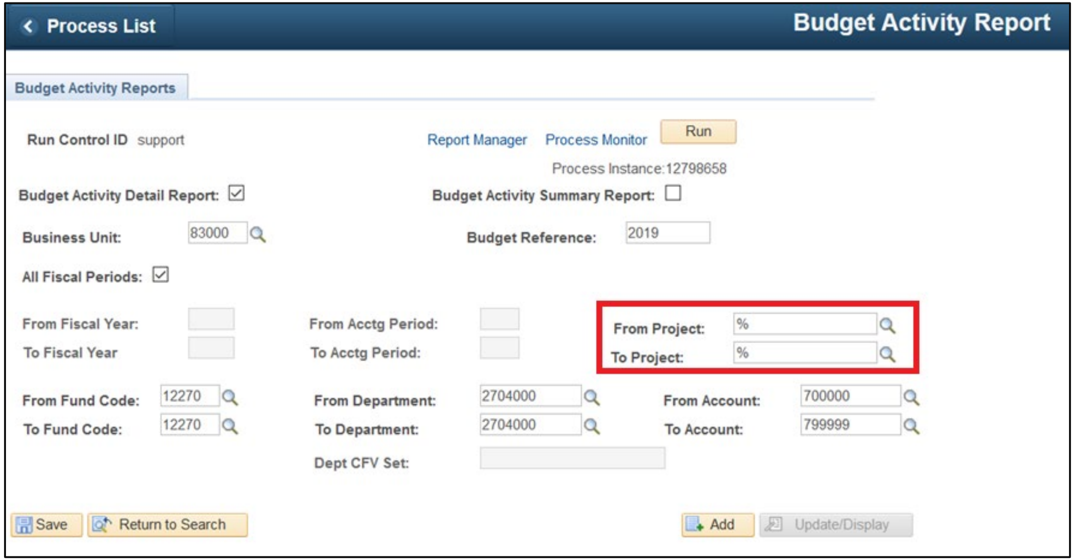
General Ledger – Updates and Changes

- PO Open Encumbrance Dashboard
  - Users will need one of these two security roles to access the dashboard:
    1. BOR_PO_ALLDEPT_ACCESS
    2. BOR_PO_SELECT_DEPT_ACCESS
  - If giving access to only certain departments, then department level security will also need to be added via **PeopleTools > Security > User Profiles > iStrategy Department Security**

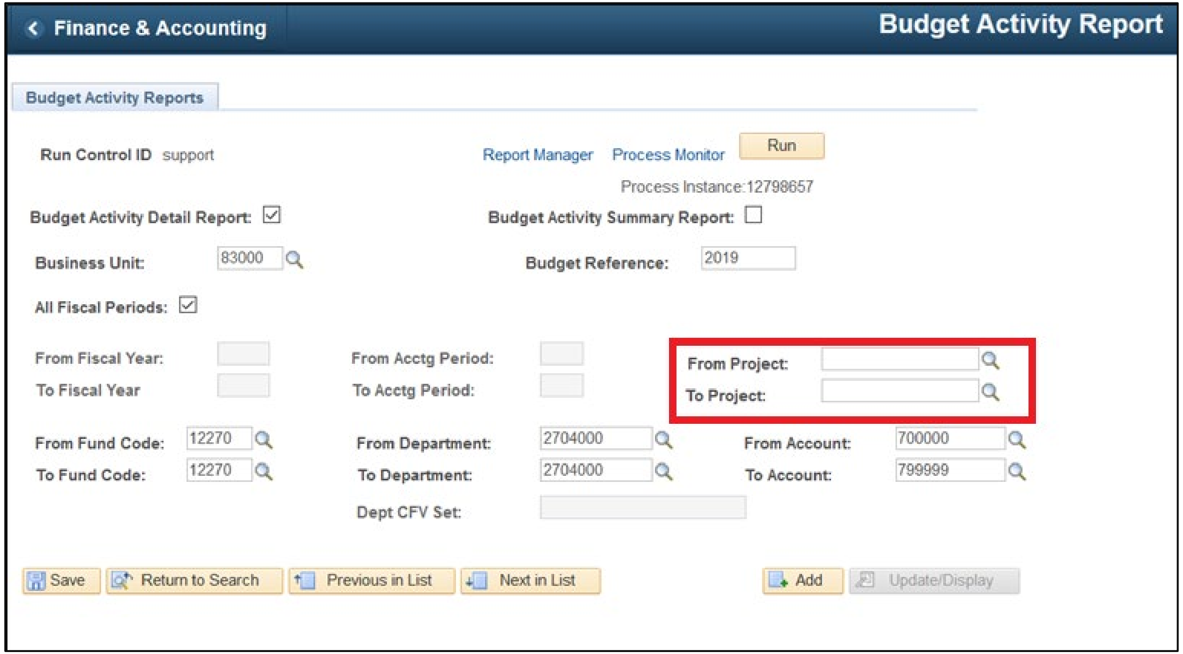
General Ledger – Updates and Changes

- Budget Activity Report
  - Wildcard values From Project - To Project fields will produce data for transactions with the requested ChartString with or without a project
  - Currently the way the report produces data



General Ledger – Updates and Changes

- Budget Activity Report
  - Blank values in the From Project - To Project fields will produce data for transactions with the requested ChartString and no Project IDs



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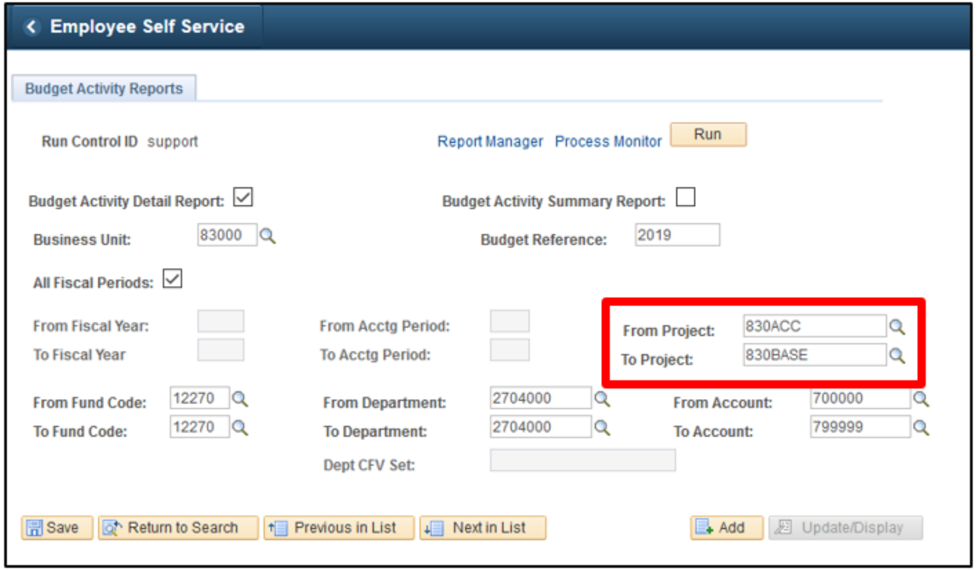
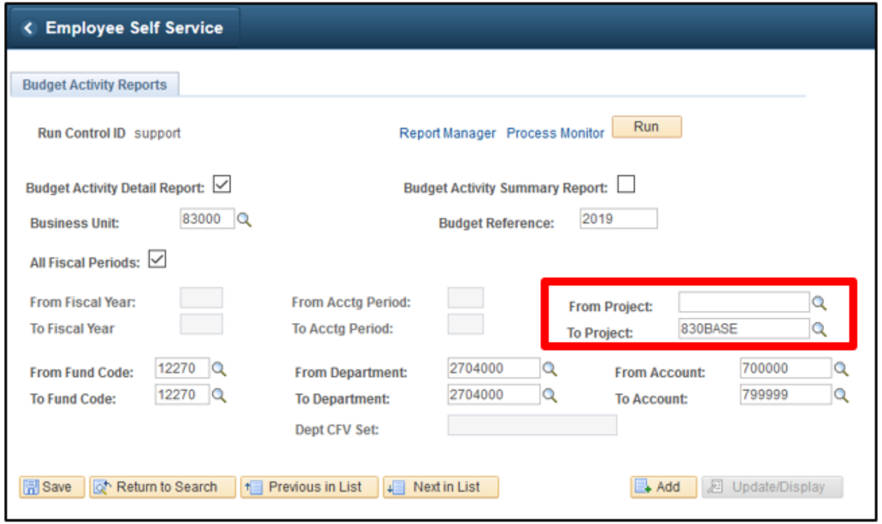
General Ledger – Updates and Changes

- Budget Activity Report
  - Project IDs in the From Project - To Project fields will produce data for transactions with the requested ChartString and Project IDs
  - Data will be grouped by project



General Ledger – Updates and Changes

- Budget Activity Report
  - Blank value in the From Project to a Project ID in the To Project fields will produce data for transactions with the requested chartstring with and without the Project ID
  - Data will be grouped by transactions without project first and then start individual project grouping



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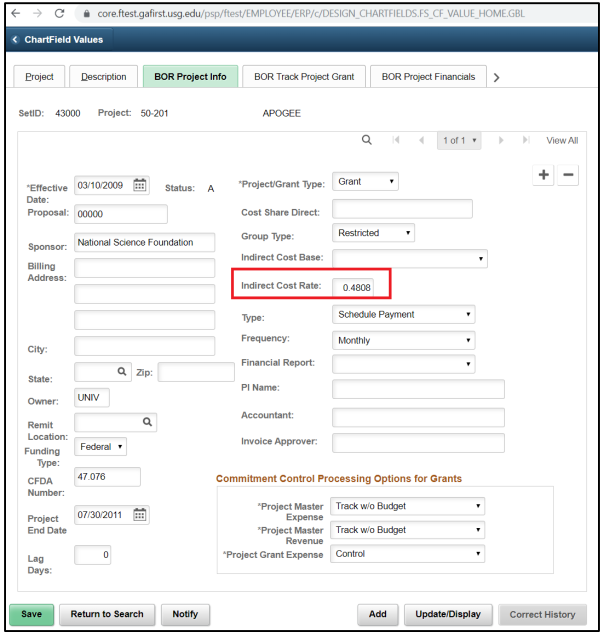
General Ledger – Updates and Changes

- Grant Indirect Cost Rate Field Length
  - Modified the Indirect Cost Rate field to allow 4 decimal places



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General Ledger – Updates and Changes

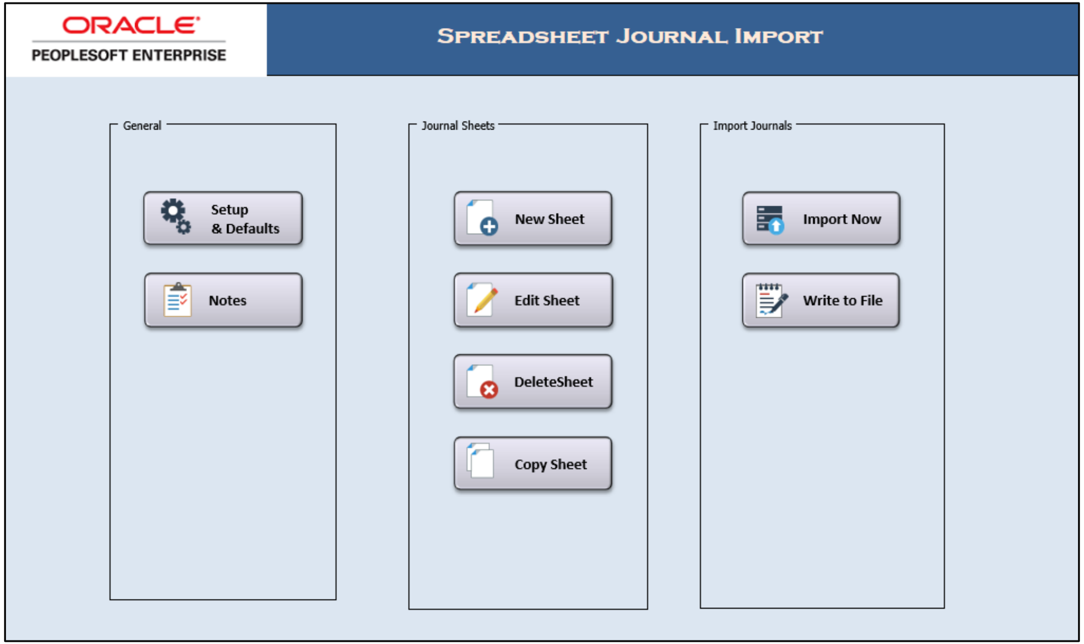
- New Journal Upload Spreadsheet
  - A new version of the Journal Upload Spreadsheet will be posted to the Georgia*FIRST* website prior to Release 5.50
  - An announcement and updated business processes will be sent out and posted on the Georgia*FIRST* website

General Ledger – Updates and Changes

- New Journal Upload Spreadsheet
  - Users will be required to download new files since Oracle will no longer be supporting the older version if issues arise
  - Users will continue to use the Write to File process
  - The Import Now option will no longer be available

General Ledger – Updates and Changes

New Journal Upload Spreadsheet



General Ledger – Updates and Changes

- GL and KK Business Processes
  - Updated GL Business Processes released November 1, 2019
  - Updated KK Business Processes scheduled to be released on November 15, 2019

General Ledger – Known Issues

- Active
  - KI9.2-99 – Journal Spreadsheet Upload Error
    - Workaround: Users need to use the Write File Option. For details on importing journals using the Write File option, please see Business Process GL_020_033 - Batch Spreadsheet Journal Import.
  - KI9.2-108 – nVision Drilldowns Running to Error
    - ITS working with Oracle to identify a fix for the issue.

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Questions?

Security – Updates and Changes

- New query: BOR_SEC_TERM_REQUESTERS_AUTH
  - Provides a list of any ePro Requesters listed on the User preferences Section under "Requesters Authorized For" that may be terminated

Security – Updates and Changes

- New Security WorkCenter tile created
  - Located on the Manager Self Service Homepage

Security – Updates and Changes

- New Security WorkCenter contains the new BOR_SEC_TERM_REQUESTERS_AUTH query as well as two new links

Security – Updates and Changes

- Enabled Security Auditing
  - Change Request: CHG00489
  - What does this mean for you? Any changes to a user profile, an addition/deletion of roles, updating of email address, new roles, changes to roles, or permissions will get captured in the audit records
  - Very important for audits and history purposes!

PSOPRDEFN	AUDIT_OPRDF_BOR
PSROLEUSER	AUDIT_ROLUS_BOR
PSROLEDEFN	AUDIT_ROLDF_BOR
PSAUTHITEM	AUDIT_AUITM_BOR
PSROLECLASS	AUDIT_ROLCL_BOR
PSOPRALIAS	AUDIT_OPRAL_BOR
PSUSEREMAIL	AUDIT_USREM_BOR
ROLEXLATOPR	AUDIT_ROLEX_BOR

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Security – Updates and Changes

- Single Sign-On for SHARE Access and Support Accounts
  - Turning on with FREL5.50
  - Same SSO as OneUSG so no additional setup needed
  - Multi-factor authentication

Questions?

Travel & Expenses – Updates and Changes

- Thoroughly tested the Fluid Approvals Tile
  - However, found that it did not quite meet our needs

Travel & Expenses – Updates and Changes

- In place of the Approvals tile is the Worklist tile

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Travel & Expenses – Updates and Changes

- Users will be able to create Fluid Expense Report from an approved Travel Authorization
  - Accessed through the My Travel Authorizations tile from the Employee Self-Service home page

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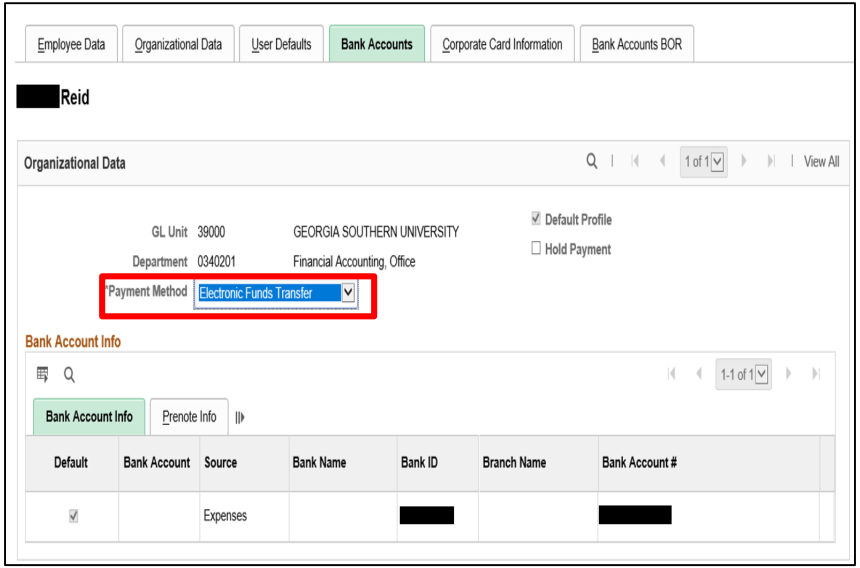
Travel & Expenses – Updates and Changes

- Performance Improvements
  - T&E Travel Authorization Delete page loads faster
  - T&E Post Liabilities and Close Liability processes run quicker

Travel and Expenses – Updates and Changes

- Payment Method
  - Expense Administrators with the BOR_EX_ADMINxx role (where ‘xx’ represents the first two units of the Business Unit) will have access to update the Payment Method field only,
  - Information within the Bank Account Info section and the Bank Accounts BOR tab will remain view only
  - Bank Account updates should continue to 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



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Travel & Expenses – Updates and Changes

- Next Steps
  - Partnering with Oracle to request enhancements to the delivered T&E Fluid pages, including Approvals

Travel and Expenses – Preparing for Release 5.50

- All Expense transactions should be in Pending or Approved status prior to Release 5.50
  - 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 – Known Issues

- Resolved
  - KI9.2-60_EX – Modify Approved Transactions Displaying Results for All Business Units
  - KI9.2-19_EX – Name on Expense Report Summary Disappears
- No new Known Issues

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Questions?

Preparing for Release 5.50

- How to Prepare
  - Communicate system downtime
  - Ensure transactions are in appropriate Workflow status (best practice recommendation)
    - See ePro/Purchasing and T&E slides for more information
  - Change Management
    - Download new Journal spreadsheet
    - Review New/Update Job Aids
  - Plan for use of new features
    - Electronic PO Signature
    - Assign Security Roles for new functionality

Questions?

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Calendar Year-End Updates

Annual T&E Per Diem Updates (CONUS/OCONUS)

- Working on the annual per diem updates
- Estimating November 25, 2019 for updates to be applied to production
- An announcement will be sent once they are complete

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CY2019 1099-MISC Reporting

- ITS will be participating in an Oracle Webinar scheduled November 19, 2019

- An announcement will be sent once we determine if changes will be required

Other Production Updates

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Supplier Auditing

- ITS turned on new Supplier Audit Functionality on September 27, 2019
- The new Supplier audit tool allows users to follow audit trails, as well as identify the User ID and the date/time of specific actions
- For more information on the audit tool, see the Supplier Audit Framework job aid

Questions?


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Information Technology Services