



The purpose of these Release Notes is to inform OneUSG Connect technical staff and functional users of the scheduled 4.11 release of University System of Georgia (USG) functional application enhancements.

OneUSG Connect **Release 4.11** is currently scheduled for **Friday, February 22, 2019**.

## Release HREL 4.11

General Information	
<b>Business Processes and Job Aids</b>	Changes to the following Business Processes and Jobs Aids have been included in this release:
<b>Known Issues</b>	Resolutions to the following Known Issues have been included in this release:

Technical Information	
<b>Database</b>	
<b>Prerequisites</b>	
<b>Technical</b>	
<b>Functional</b>	



**Module Specific Information**  
**Employee & Manager Self Service (ESS/MSS)**

**Page Changes**

<b>Name Change Attachments</b>	Employees may now attach documents to name change requests submitted via ESS.
<b>MSS Transaction Date &gt; Effective Date</b>	The label of "transaction date" in MSS has been changed to reflect "effective date"
<b>MSS Change Position and Funding</b>	A known issue for Change Position and Funding in MSS where the "new position" field displayed all 0s has been corrected. This field will now show the proper position number for the position being updated.

**Benefits Administration (BN)**

**Modifications to Existing Processes**

<b>Practitioners are able to change the benefit record number from 0 when adding a new employment instance</b> Workforce Administration > Job Information > Add Employment Instance	<p>A fix was made in release 4.10 that prevents practitioners or the system from changing the Benefit Record Number to values other than zero.</p> <p>An exception to this was found when adding a new employment instance. This release updates the behavior of Add Employment Instance to match that of Job Data to prevent changing an employee's benefit record number from 0.</p>
<b>Tax location code errors in the logs for BOR_AON_LOAD</b>	<p>When processing the Benefits and Dependents Enrollment File sent to us from Alight, some records were failing to load due to the process not identifying an employee's associated tax location code.</p> <p>This fix corrects that error.</p>



## Commitment Accounting (CA)

### Modifications to Existing Processes

<p><b>Load Combination Code Table</b></p> <p>Set Up HCM &gt; Common Definitions &gt; Chartfield Configuration &gt; Load Combination Code Table</p>	<p>The Load Combination Code process (BORBUD003) was updated to process future dated payroll distribution codes (combo codes).</p> <p>This update will allow institutions to enter funding changes in advance of the effective date.</p>

### Reports/Queries

<p><b>Predistribution Audit Report (Process Name = HPCA010)</b></p>	<p><b>Payroll for North America &gt; Payroll Distribution &gt; Commitment Accounting USA &gt; Predistribution Audit Report</b></p> <p>Enhancements to the Predistribution Audit Report will make it more user friendly by providing more details on each entry. The report now includes 2 new columns for Employee ID (EmplID) and Employee Record (Empl Rcd).</p> <p>Enhancements have also been made to eliminate the trailing zeros after the fiscal year related to the 'Actuals Distribution Error 503' error message.</p>

## Human Resources (HR)

### Modifications to Existing Processes

<p>Employee Self Services (ESS) – Personal Details &gt; Contact Details</p>	<p>When updating personal contact phone numbers through ESS it must be in a specific format. Examples include 7065551212 and 706-555-1212 will both save as 706/555-1212 (prescribed format). For all other formats will receive an error.</p>
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	<p>Phone numbers will no longer save with less than or more than 10 digits.</p> <p>Phone numbers will no longer save with values other than numeric.</p> <p>This change will ensure that phone numbers are loaded into Service Now correctly</p>
<b>Payroll (PY)</b>	

### Page Changes

Tax Update 19A	Tax Update 19A includes any federal or state tax updates effective 1/1/2019 that were legislated too late for inclusion in Tax Update 18E. Tax Update 18E was applied in December 2018 with Cohort 4 conversion.

## Security (SC)

### Modifications to Existing Processes

<b>BOR Manager Role Modified</b>	GA State employees will no longer get the BOR Manager role; They will be given the BOR GA State Manager role if they have Reports to.
<b>Workflow Change for One-UP</b>	The workflow for One-UP has been modified; It was routing to the manager of the employee of whom the action was being taken against. The majority of the time, that is typically the manager that is also initiating the transaction. In that scenario, the person was initiating the transaction and approving it at level one. Now workflow will route up the chain to the second level, so if the manager initiates the transaction against the employee, it will route up to the next level for approval (the manager's supervisor in this scenario).



<b>MSS Transactions Approvals page</b>	When submitting MSS transactions for approval, the links on the approval route page showing the approvers' details displayed mobile phone number of the approver and 2 country codes. This has been updated to eliminate the approvers' mobile phone number and one of the country codes has been removed
<b>Security Request Form</b>	The Security Request form in MSS, was modified to include the originator id so that the approvers can see who initiated the transaction.

<b>Other Notes</b>	
<b>Next Scheduled Release</b>	OneUSG Connect <b>Release 4.12</b> is currently scheduled for <b>Friday March 22, 2019</b> . You will receive a reminder of when this update will occur.
<b>More Information and Support</b>	For business impact emergency issues, contact OneUSG Connect at <a href="mailto:oneusgsupport@usg.edu">oneusgsupport@usg.edu</a> .