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# Announcement

**POSTED:** Tuesday, March 17, 2015

**SUBJECT:** GeorgiaFIRST Financials 9.2 Upgrade Institutional Readiness Checklist

**Announcement:**

Throughout the GeorgiaFIRST Financials upgrade from version 8.9 to 9.2, ITS has included information and reminders of things your institution should do in order to be prepared for the upgrade that will begin on **Tuesday, March 24<sup>th</sup> at 5:00pm**. Attached is a consolidated list of all of the tasks and their related due dates.

Special attention should be paid to items that are marked as required. These represent tasks that may impact the upgrade if not completed. There are some items that have been marked as recommended and are left to the discretion of your institution.

To assist you in preparing for the upgrade, an announcement was sent out Thursday, March 12<sup>th</sup> concerning access to an upgraded 9.2 database (SCITEST). This database can be used for Institutional training, ongoing testing (e.g. bank reconciliation file format testing) and PQSTxxx 3<sup>rd</sup> party integration testing.

If you have questions about the tasks included in this checklist, or any other upgrade related questions, please submit them by email to [PSFIN\\_UPGRADE@usg.edu](mailto:PSFIN_UPGRADE@usg.edu) or to the ITS Helpdesk.