

PSFIN V8 Project Weekly Update for 04/30/2007

In this update:	<ul style="list-style-type: none"> • Password Protection of GeorgiaFIRST Financials Web Site • PS Financials Data Cleanup • PSFIN V8 Institutional Readiness Web Conference
Upcoming events:	Institutional Readiness Web Conference <ul style="list-style-type: none"> • 10:00 a.m. Wednesday, May 23, 2007
This week's deadlines:	Obtain your password for the GeorgiaFIRST Financials Web Site no later than the close of business today, Monday, April 30, 2007
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst/fin/project/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators and Technical Representatives
Subject:	Password Protection of GeorgiaFIRST Financials Web Site
Message:	Effective May 1, 2007, the GeorgiaFIRST Financials web site at http://www.usg.edu/gafirst/fin/ will be password-protected. Each institution will have one unique password assigned to it. This password will be provided to all Campus Coordinators and Technical Representatives, or their institutional delegates.
Action Required:	Institution representatives must contact the OIIT HELPDESK as noted below to obtain your password.
Deadline:	Close of business today, Monday, April 30, 2007
Respond To:	<ul style="list-style-type: none"> • Contact psfin_upgrade@usg.edu if you have questions. • Contact the OIIT HELPDESK at http://www.usg.edu/customer_services (self-service ticket submission) or e-mail helpdesk@usg.edu to obtain your password.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst/fin/project/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators AND Accounting Staff
Subject:	PS Financials Data Cleanup
Message:	<p>Please remember that data cleanup is a continuous process. Every month until we go live with PeopleSoft Financials version 8.9, each institution should run through the instructions in the Data Cleanup Instructions document and then clean up the data as needed. This will insure that your production data remains clean, and will help minimize problems when we transition to the new version of PeopleSoft Financials.</p> <p>For a list of data cleanup tasks, please see the full Data Cleanup Instructions document at: http://www.usg.edu/gafirst/fin/project/v8/documentation/general/.</p> <p>If you require OIIT's assistance to resolve any data cleanup tasks, you should submit your ticket to the OIIT HELPDESK.</p>
Action Required:	<p>Add the data cleanup tasks to your month end checklists and run through the data cleanup tasks document every month until we go live.</p> <p>Submit OIIT HELPDESK tickets if needed for these tasks.</p>
Deadline:	No Data Cleanup deadlines are due this week. Run through the data cleanup tasks document as part of your month end checklist.
Respond To:	<ul style="list-style-type: none"> • psfin_upgrade@usg.edu if you have questions. • The OIIT HELPDESK at http://www.usg.edu/customer_services (self-service ticket submission) or e-mail helpdesk@usg.edu if you require OIIT's assistance to resolve any data cleanup tasks.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst/fin/project/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators and Technical Representatives
Subject:	PSFIN V8 Institutional Readiness Web Conference
Message:	<p>The next monthly Institutional Readiness Web Conference has been scheduled for:</p> <ul style="list-style-type: none"> • 10:00 a.m. Wednesday, May 23, 2007 <p>Participation in these monthly meetings is vital to the success of the V8 Project and is therefore mandatory. All Campus Coordinators should plan to attend or designate an alternate to attend in your place. At least one representative from each institution should participate in these monthly meetings.</p> <p>This meeting will be conducted in a live web conference format using Wimba's Live Classroom. You may participate from your institution through a computer connected to the Internet. If more than one person from your institution will be participating, then we ask that you arrange to meet together in one place and only use one computer to connect to the meeting. You can also use a projector to facilitate larger groups.</p> <p>Special Presentation: This meeting will include a demonstration of PeopleSoft's User Productivity Kit (UPK). UPK is a browser-based training tool that offers multiple modes of use to provide simulated instruction and re-enforcement of learning to a PeopleSoft user. UPK is one of the training delivery mediums of the PSFIN V8 Project.</p> <p>This is an excellent opportunity to see a demonstration of UPK. You may want to reserve a meeting room and a projector for this Web Conference, and invite anyone and everyone at your campus who is interested in seeing this demonstration.</p>
Action Required:	<p>Reserve this date and time to participate in this meeting:</p> <ul style="list-style-type: none"> • 10:00 a.m. Wednesday, May 23, 2007
Deadline:	As noted above
Respond To:	Submit list to Michael Casuccio at: psfin_upgrade@usg.edu .
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