

PSFIN V8 Project Weekly Update for 09/15/2008

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For More Information:
Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Certified Trainers and Campus Coordinators
Subject:	NEW: Query and Report Manager Classes Available
Message:	<p>Classes covering Query and Report Manager are now available for Traditional users to review via Wimba Classroom. The Query class includes working with existing queries, and creating new basic and advanced queries.</p> <p>These classes are available on the GeorgiaFIRST Financials website. Navigate to Training⇒Certified Trainer Resources and click on the Super User Training Wimba Classroom Archives link. You can also go directly to this page by clicking on this link: http://www.usg.edu/gafirst-fin/training/certified/super_user_training.phtml.</p> <p>Click on the link for the appropriate class. A new Welcome to Wimba Classroom page displays, followed immediately by a separate Participant Login page. Click on Enter to begin the recording.</p> <ul style="list-style-type: none"> • Note: Before viewing the classes, users should test the computer they will be using to be sure they can enter the Wimba Classroom. <ul style="list-style-type: none"> • The Horizon Wimba Setup Wizard is located at: http://208.185.32.175/wizard/launcher.cgi?wc=hmqt.
Action Required:	Notify all Traditional users of the availability of these Query and Report Manager classes in Wimba Classroom.
Deadline:	N/A
Respond To:	Michael Barnwell at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators, Technical Representatives, Campus Upgrade Representatives, and All Financials Users
Subject:	<i>Reminder: Access to Group 1 GeorgiaFIRST PeopleSoft Financials 8.9 and 7.5 Databases</i>
Message:	<p><u>Access to GeorgiaFIRST PeopleSoft Financials 8.9 Databases</u></p> <p>OIIT and Group 1 Campus Upgrade Representatives have completed Production Cutover activities to convert all Group 1 Production databases from PSFIN 7.5 to PSFIN 8.9. The URLs you need to access your 8.9 Production databases are located at: https://dvts-fs.dev.gafirst.usg.edu/BOR_FIN_V8_URL_PP.htm.</p> <p><u>Access to GeorgiaFIRST PeopleSoft Financials 7.5 Databases</u></p> <p>Access to all Group 1 PSFIN 7.5 databases is now Read-Only. You will only be able to run queries, inquiries, and reports on these databases. Access will be available until December 31, 2008. In order to access your 7.5 database, you must follow the directions given in the Accessing 7.5 database after Go-Live! document to update your PeopleSoft Configuration Manager. This document is located in the Reference Documents section on the Go-Live! page: http://www.usg.edu/gafirst-fin/projects/v8/golive/.</p>
Action Required:	<ul style="list-style-type: none"> Follow the instructions to update your PeopleSoft configuration so you can access your PSFIN 7.5 databases to run queries, inquiries, and reports. Use the links at the URL above to access your new PSFIN 8.9 Production databases.
Deadline:	N/A
Respond To:	Michael Casuccio at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators, Campus Upgrade Representatives, Technical Representatives, and Certified Trainers
Subject:	<i>Updated: GeorgiaFIRST Financials Web Site Updates</i>
Message:	<p>The following items have been added to or updated on the GeorgiaFIRST Financials web site:</p> <ol style="list-style-type: none"> 1. Go-Live! page: http://www.usg.edu/gafirst-fin/projects/v8/golive/ <ul style="list-style-type: none"> • Go-Live! <ul style="list-style-type: none"> • Reminder: Go-Live Final Cutover Schedule (Excel) • Reference Documents <ul style="list-style-type: none"> • Updated: Many of the documents in this section have been updated as a result of Group 1 Go-Live!.
Action Required:	Review the new/updated items and use them in your PSFIN V8 project tasks as needed.
Deadline:	N/A
Respond To:	Michael Casuccio at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators
Subject:	Reminder: Archived V8 Web Conferences
Message:	All V8 Web Conferences presented via Wimba Classroom have been archived and are available for viewing.
Archived V8 Web Conferences:	<ul style="list-style-type: none"> • All Workflow_1 through Workflow_5 Sessions • 2008-07-02 Workflow/Security • 2008-07-09 PO/Supply Chain 1 • 2008-07-16 IR Web Conference: Preparing for Cutover • 2008-07-23 PO/Supply Chain 2 and Flexible Spending Accounts • 2008-07-30 Preparing for Pre-Production Cutover • 2008-08-13 Pre-Production Questions and Answers • 2008-08-20 IR Web Conference: Preparing for Go Live! Sessions • 2008-08-27 Group 1 Cutover and Group 2 Pre-Production • 2008-09-03 Group 2 Pre-Production Questions and Answers • 2008-09-04 Group 1 Known Issues Review/Debrief
Action Required:	<ul style="list-style-type: none"> • Before the viewing the presentations, test the computer you will be using to be sure you can enter the Wimba Classroom. <ul style="list-style-type: none"> • The Horizon Wimba Setup Wizard is located at: http://208.185.32.175/wizard/launcher.cgi?wc=hmqt. • Review the presentations as follows: <ul style="list-style-type: none"> • Go to: http://gbor-oit.horizonwimba.com/. • Click on Participant Login. • When prompted, enter the following information: <ul style="list-style-type: none"> • Room ID: PSFIN_IR (all upper case) • Name: first name_last name • Click on the Archives tab. • Select the appropriate presentation to review. • The PowerPoint presentation files are available at: http://www.usg.edu/gafirst-fin/projects/v8/events/.
Deadline:	N/A
Respond To:	Michael Casuccio at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators
Subject:	V8 Weekly Web Conferences
Message:	<p>A series of V8 Weekly Web Conferences have been and will be given on a variety of topics. Please see the item on page 5 for more information on the archived recordings of these presentations.</p> <p>A listing of dates and topics for future presentations is presented below:</p> <ul style="list-style-type: none"> • Wednesday, September 17, 2008 <ul style="list-style-type: none"> • 10:00 a.m.: V8 Questions and Answers for GROUP 1 • 11:00 a.m.: Training Questions and Answers • Thursday, September 18, 2008 <ul style="list-style-type: none"> • 10:00 a.m.: V8 Questions and Answers for GROUP 2 • Wednesday, September 24, 2008 <ul style="list-style-type: none"> • 10:00 a.m.: IR Web Conference – Group 2 • 11:00 a.m.: Training Questions and Answers <p>These presentations will be conducted in a live web conference format using Wimba 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 presentation. You can also use a projector to facilitate larger groups.</p>
Action Required:	<ul style="list-style-type: none"> • Before the presentation, test the computer you will be using to be sure you can enter the Wimba Classroom. <ul style="list-style-type: none"> • The Horizon Wimba Setup Wizard is located at: http://208.185.32.175/wizard/launcher.cgi?wc=hmqt. • Participate in these presentations as noted above. <ul style="list-style-type: none"> • Go to http://gbor-oiit.wimba.com. • Click on Participant Login. • When prompted, enter the following information: <ul style="list-style-type: none"> • Room ID: PSFIN_IR (all upper case) • Name: institution_firstname (example: usg_mary)
Deadline:	As noted above
Respond To:	Michael Casuccio at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators, Technical Representatives, and Certified Trainers
Subject:	PSFIN V8 Project Institutional Readiness Web Conferences
Message:	<p>The next monthly Institutional Readiness Web Conference has been scheduled for Group 2 on Wednesday, September 24, 2008 at 10:00 a.m. on Preparing for Go-Live! sessions.</p> <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>These meetings will be conducted in a live web conference format using Wimba 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>
Action Required:	<ul style="list-style-type: none"> • Before the meeting, test the computer you will be using to be sure you can enter the Wimba Classroom. <ul style="list-style-type: none"> • The Horizon Wimba Setup Wizard is located at: http://208.185.32.175/wizard/launcher.cgi?wc=hmqt. • Participate in these meetings as noted above. <ul style="list-style-type: none"> • Go to http://gbor-oiit.wimba.com. • Click on Participant Login. • When prompted, enter the following information: <ul style="list-style-type: none"> • Room ID: PSFIN_IR (all upper case) • Name: institution_firstname (example: usg_mary) • Go to the PSFIN V8 project website to view documents related to these and previous IR Web Conferences. • More information and detailed instructions are located at: http://www.usg.edu/gafirst-fin/projects/v8/events/.
Deadline:	As noted above
Respond To:	psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators AND Accounting Personnel
Subject:	Month End Close Dates
Message:	<p>The following dates have been established for the September Month End Close:</p> <ul style="list-style-type: none"> • Group 1 <ul style="list-style-type: none"> • September 30, 2008 no later than 11:00 p.m. • Group 2 <ul style="list-style-type: none"> • September 29, 2008 no later than 11:00 p.m. <p>Reminder: A new Month End Checklist (Excel) has been added to the Go-Live! and Documentation pages of the GeorgiaFIRST Financials web site.</p> <ul style="list-style-type: none"> • Go-Live! page: http://www.usg.edu/gafirst-fin/projects/v8/golive/ • Documentation page: http://www.usg.edu/gafirst-fin/documentation/
Action Required:	Use the new Month End Checklist to close September accounting period (Period 3).
Deadline:	As noted above
Respond To:	psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu

To:	Campus Coordinators and Campus Upgrade Representatives
Subject:	Group 2 Production Go-Live! Session
Message:	<p>The Group 2 Production Go-Live! Session will be held in Athens on October 4-7, 2008. Group 2 representatives should arrive at OIIT at 1:00 p.m. on Saturday, October 4, 2008.</p> <p>Each institution can have two (2) attendees at this session. The Campus Upgrade Representative must attend this session, and one (1) other attendee may attend if needed (optional).</p> <p>Reminder: Please refer to the Go-Live! Final Cutover Schedule (Excel) on the Go-Live! page for a detailed schedule of cutover activities: http://www.usg.edu/gafirst-fin/projects/v8/golive/.</p>
Action Required:	Plan to attend the Production Go-Live! Session.
Deadline:	October 4-7, 2008
Respond To:	Michael Casuccio at psfin_upgrade@usg.edu if you have questions.
For More Information:	<ul style="list-style-type: none"> • Visit the PSFIN V8 Project web site at: http://www.usg.edu/gafirst-fin/projects/v8/ • Contact the PSFIN V8 Project team at: psfin_upgrade@usg.edu