



User Group Meeting

Friday, September 25, 2009



🌀 FI-MM Phase 3 – Integration Test Cycles

- Cycle One - started 7/13/09 for all functional areas, FI, MM
 - Finance/Material Management – 17 total scripts (encompassing a total of 654 individual steps)
- Cycle Two - started 8/03/09 for all functional areas, FI, MM
 - Finance/Material Management – 34 total scripts (encompassing a total of 1072 individual steps)
- Cycle Three – started 8/24/09 for all functional areas, FI, MM
 - Finance/Material Management – 46 total scripts (encompassing a total of 1348 individual steps)

– Status as of Tuesday a.m. Cycle 3:

- Team is at 95% steps complete as of Tuesday morning, based on the 46 scripts written. 30 scripts have been closed successfully in Cycle 3
- 16 scripts are on hold currently (11 are on their last steps).
 - (7) pending Invoice forms completion (only 1 step left)
 - (5) pending outbound STARS issues and/or STARS run required
 - (1) pending AR_IDT script - partial payment retesting
 - (3) SD scripts have not been started
 - (2) concern the Spirit interface dev.
 - (1) is pending an OSS note.

🌀 HR/Payroll – Integration Testing

- Integration Testing
- Cycle One - started 7/13/09 for HR and Payroll
 - HR/Payroll – 15 total scripts
(encompassing a total of 1284 individual steps)
- Cycle Two - started 8/03/09 for HR and Payroll
 - HR/Payroll – 32 total scripts
(encompassing a total of 1284 individual steps)
- Cycle Three – started 8/24/09 for HR and Payroll
 - HR/Payroll – 18 total scripts
(encompassing a total of 1248 individual steps)

-
- Cycle Four - Begins 9/21/09 for HR and Payroll
 - **Due to the fact that the CG made changes to the method of payroll calculations, which impacted the teachers pay, the ALL teachers scripts were pushed to Cycle Four. Our plan is to re-do ALL teachers scripts - the entire script from start to finish (meaning: create position from scratch, hire the teacher, etc.).
 - Cycle Three - As of Week 3, Day 5 (Friday, September 11), we completed 95% of the required 100%. The three issues that prevented us from completing Cycle Three on time are/were:
 - Org Structure
 - EPMS
 - Appointment Change issues.
 - Our plan is to run the remaining steps of Cycle Three prior to starting Cycle Four on October 21st.

-
- The Road Ahead: The purpose of Cycle Four will be built upon the objects tested in Cycle One through Three while also adding Adobe Forms, HR Admin, reports and the remaining RICEFW, Portal items and the re-do of the 10 Teacher scripts from Cycles Two and Three. HR/PY Cycle Four Scripts are comprised of 24 Scripts. Unlike the previous three cycles, Cycle Four will be four weeks long. Reason: To ensure we capture all remaining requirements and resolve any and all outstanding issues.

– HR/Payroll Parallel Testing – Wave 1

- Currently we are seeing Gross Pay accurately reflected for approximately 90% of the population.
- Of the 90% that have accurate Gross Pay we are seeing that approximately 70% are within .02 + or – for Net Pay.
- Type of errors being researched:
 - Employee is on furlough and furlough amounts were spread over multiple pay periods
 - Timing of overtime payments outside pay period
 - Temporary salary adjustments or other categories of additional benefits pay not identified
 - Shift differentials not identified
 - Mismatch information from data in two legacy systems (HRIS pay rate different than what was paid in CG payroll)
- The immediate focus of testing will be to achieve close-out of Wave 1 Cycle 1 testing



Interface Testing Overview

September 24, 2009



Interface Testing Process Overview

- ① Agency completes and sends in Interface Testing Application form
- ① Agency will receive feedback on FTP server information
- ① Test files are loaded to the holding table
 - Communication between agency interface representative and SCEIS team until successful
- ① Test files are processed
 - Success and Error reports generated.
- ① Agency should expect results feedback within 3 business days

QUESTIONS



Executive Oversight Committee
PHASE 3 CUTOVER
Ed Strube, SCEIS Integration Team Lead



Purpose of Cutover

-
- ① The SCEIS team is finalizing a transition plan in preparation for November 2. What this means is that prior to November 2 there will be a 2 week period during which finance and procurement activity will have to be on hold. This is required in order for us to move agencies data into SCEIS.
 - ① The SCEIS staff will provide guidelines for the cutover. Some agencies have legally mandated requirements that can not be held, such as entitlement/benefit payments. We will need to accommodate these needs if possible. The SCEIS team will be providing guidelines for handling exceptions. The team is committed to working with agencies during this transition period.

Agency Impact for Cutover

🕒 *October 15*

- Final Finance Master Data submitted to SCEIS
- All appropriation transfers must be completed by COB (OSB and STARS)

🕒 *October 16*

- Freeze systems for daily processing. All inbound transactions are held through Go-Live.
- Stop deposits by noon. Continue to deposit in banks; hold deposit transactions.

🕒 *October 17*

- Agencies can begin to prepare cash/revenue/expenditure transfer files

🕒 *October 19*

- Agencies begin completing Transactional Data spreadsheet

🕒 *October 21*

- CG concludes processing (COB)

🕒 *October 22*

- CG reports are run & distributed to agencies
- Begin process of reconciliation – legacy system to SAP/STARS

🕒 *October 23*

- SCEIS provides YTD reports of budget balances
- Agencies return transaction data spreadsheets

Agency Impact for Cutover

-
- 🕒 *October 24*
 - Complete SAP/STARS reconciliation for appropriations and cash (SCEIS team)
 - Agencies begin building budget, cash transfer files
 - 🕒 *October 25*
 - If required by Go-Live, prepare revenue and expenditure transfer files
 - 🕒 *October 27*
 - Agencies complete budget transfer file and submit (COB)
 - SCEIS begins review and balance of budget transfer files
 - 🕒 *October 28*
 - Freeze all exception transactions
 - 🕒 *October 29*
 - Submit revenue and expenditure transfer files, if required by Go-Live

Agency Impact for Cutover

-
- 🕒 *October 30*
 - SCEIS transfers budget to fund level
 - 🕒 *October 31*
 - SCEIS system validation
 - Begin Transactional Data loads into SCEIS
 - 🕒 *November 1*
 - SCEIS system validation
 - Finalize data loads
 - 🕒 *November 2*
 - Go-Live
 - Process any errors/changes
 - Begin post-Go-Live support



Multi Purpose Code Usage

Columbia, SC
September 2009

-
- 🕒 MPC Overview
 - 🕒 MPC Current State
 - 🕒 MPC Usage
 - 🕒 MPC Strategy FI and HR
 - 🕒 Next Steps
 - 🕒 Questions

Multipurpose Code

- 10 digit Character used by STARS to code payroll transactions by employee for Funding Purposes and other business requirements as deemed necessary by an Agency

MPC Usage Breakdown

-
- Live SAP Agencies use MPC for Payroll
 - Non Live Agencies use MPC for Payroll and other Legacy Processes
 - Non Live Agencies use MPC for Payroll Only
 - Non Live Agencies who do not use MPC

MPC Strategy for SCEIS FI and HR

FI

- MPC used to post Payroll Entries for Salary and Fringe
- MPC will allow posting at a Detail Cost Center and Functional Area, Fund*

HR

- MPC used to convert FI Account Assignment by Person by Position for HR Conversion
- STARS is source of MPC tables associated by Person and Person

☉ Last 6 Characters of Cost Center

R200A00010

☉ Last 6 Characters of Cost Center

R200_0000

A000100000

Interface Crosswalk STARS to SAP

STARS Data		Derived SAP Data	
Batch Type:	4 4 - Interdepartmental Transfer	Business Area:	
Warrant ID:		Cost Center:	A00010
Warrant Amt:	0.00	Commitment Item:	5130310000
Line No:	001	Functional Area:	_0001
Agency:		Order Number:	
Vendor:	000000000 PAYROLL	Fund:	10010000
Fiscal Year/Month:	10 03	Grant:	NOT RELEVANT
CCD Code:	0000	SAP Trans Code:	BAPI
Trans Code:	450 IDT EXPENDITURE	Document Type:	ZH STARS Pysl Pstg NL
GLA DB1/CR1:	400 101	Commitment Item:	
Mini Code:	1467 Spec Obj Ind: STATE EMPLOYER	Debit/Credit Ind:	S DEBIT
Agency Program:	95 05 00 00	Offset GL Account:	1000030000
Subfund:	1001 GENERAL FUND	Offset Debit/Credit Ind:	H CREDIT
Fund/Group/Detail:	01 01 001		
Project Code/Phase:	0000 00		
Check No:	000000000		
Agy Ref No:	FICA		
EXP Object Code:	133100 SOCIAL SECURITY-STATE EMPLOY...		
Transaction Amt:	397.94		
Multipurpose Code:	A000100000		
Agy Batch No:			

-
- SCEIS will work with Agency to Define MPC Approach
 - SCEIS Team will provide a template and instructions to Agency based upon Approach Decision
 - Agencies will create Spreadsheets
 - SCEIS will upload approved files
 - Agencies will maintain MPC Tables

Questions