



Milestones to Date...

- All Fit Gap sessions have been completed! Summaries of the meetings may be viewed on the [SAO Website/Financials Upgrade Section](#). We appreciate your participation in the sessions.
- Database sent to the "Upgrade Lab". (See article on Page 2)

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What is Commitment Control?

Commitment Control is a feature of PeopleSoft that enables users to control transactions actively for predefined, authorized budgets. It provides real-time validation of activity for budgets, automatically updates the applicable commitment control ledgers and alerts users to exceptions.

Commitment Control functionality can be used throughout multiple PeopleSoft applications.

Commitment Control Terminology

<u>Term</u>	<u>Description</u>
Pre-Encumbrance	Represents the intent (but not legal requirement) to spend funds, usually in the form of a requisition.
Encumbrance	Represents the legal obligation to expend funds, usually in the form of a purchase order or contract.
Expenditure	An actual transaction processed against a controlled budget. Examples would include: payroll and vouchers.

Major Highlights of version 8.8 Commitment Control

- Ledger KK replaces ledger_budg.
- In ledger_budg, columns represent Budgeted Amounts, Pre-Encumbrances and Encumbrances. In version 8.8, these amount columns are now considered to be individual ledgers. The collection of ledgers is called a Ledger Group.
- Pre-encumbrance columns in General Ledger don't exist in version 8.8.

Proposed New Structure

- See the Commitment Control design document on the SAO Website for the proposed new structure.

[Click here to view.](#)

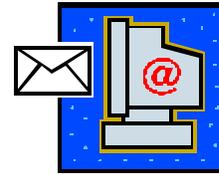
Upgrade Process – Where are we?

PeopleSoft Upgrade Lab

One of the project milestones has been to send the database to the "Upgrade Lab". The PeopleSoft Upgrade Lab is part of Oracle (formerly PeopleSoft) consulting. They are a group of consultants who specialize only in upgrading PeopleSoft applications for customers. There are three PeopleSoft upgrade labs in the U.S. The lab that we are using is based in Oracle's Buckhead office. The lab brings a portion of a customer's PeopleSoft application into their lab where they upgrade it to the newest release and reapply the customer's modifications to the system. The upgraded application is then delivered to the customer.

The lab has taken a scaled down version of our Financials database and are performing the initial upgrade to release 8.8. We are currently in the process of letting them know which customizations we would like to keep and which ones they can remove. They will reapply those customizations we decide to keep.

Once they complete the initial upgrade in the lab, Oracle consultants will be onsite to perform a test move to Production. This will take a few weeks. Once the test move to Production is complete, we will have an upgraded copy of our Financials production environment on which to begin testing.



Contact Us

An e-mail address has been created especially for your use.

Contact us at upgradefeedback@sao.ga.gov

A project team member will personally respond to any questions you may have.

If there is anything you would like to see included in the newsletter, please don't hesitate to contact the Communications Team with your ideas.

Additional information pertaining to the Upgrade Project can be found at the State Accounting Office Website:

<http://sao.georgia.gov>

Click the website URL under "Contact Information"

Congratulations!

The PeopleSoft HCM system went live on July 5, 2005. Congratulations to the SAO HCM (Payroll, HR, Benefits and Security) staff members and system users on the successful upgrade from HRMS version 7.02 to HCM version 8.8.



**PeopleSoft
Financials
Go-Live
Date**

July 2006

Training and Testing in Version 8.8

Training

In addition to the User Productivity Kit (UPK), the State Accounting Office will be offering instructor led “delta” training. Delta training is designed to highlight the differences between version 7.02 and version 8.8. We will also utilize a “Train the Trainer” approach in order to train all financial system users across the state. Train the Trainer is a method that has been successfully used in previous system implementations and allows agencies the opportunity to assume ownership of their PeopleSoft training. More information on this program will be supplied in the coming months.

The end user training effort will begin in the spring of 2006. The SAO Training Team and subject matter experts are currently working with the financial business processes and 7.02 training guides to determine the training curriculum for the 8.8 training package. As always, agency input is important to us! Please feel free to email the Upgrade Training Team at upgradefeedback@sao.ga.gov with any comments or questions that you may have concerning the training effort.

Testing

Our motto here is test, test, and test some more! Testing is a critical part of any upgrade process and requires many different test scenarios to spot possible issues with the new system and data conversion. Once the testing phase of the project begins, we will need agency volunteers to participate with User Acceptance Testing and Parallel Testing. In order for you to understand what these terms mean, following are brief explanations of each type:

End User Acceptance Testing is the end-to-end testing of business processes and end user security configured at the module level. Test scenarios will include specific actions within all financial modules. Agency volunteers will be asked to come to the SAO training facility and test different scenarios and/or scripts in the new 8.8 database. If your agency would like to participate in User Acceptance Testing, please email your contact information to upgradefeedback@sao.ga.gov.

The objective of ***Parallel Testing*** will be to allow the agency end-users to sign on to the test database and enter the exact same transactions in parallel to the production system. Agency personnel will have access to the actual application in their office. The testers will duplicate their 7.02 entries into version 8.8. The project team will run processes against the agency data and ask the agency end-users to compare and validate the results of the transactions. Parallel Testing will take place approximately a month before go-live.

Volunteering for either type of testing is a wonderful opportunity for agency users to get hands on experience in the database prior to go live. Another benefit of participating in testing is that you will be the first ones to receive training! Special delta training classes will be offered to all Acceptance Testers. Parallel testers should be among the first groups trained in the instructor led delta classes, and will be given priority when the registration process begins.

More information on testing will be made available as we draw closer to that phase of the upgrade.

Glossary

Look for this column in each newsletter to learn new terms and phrases utilized in the upgrade process and the new 8.8 system.

1. **Elevator buttons** – replaces scroll bars. PeopleSoft 8 uses ► and ▼ symbols for scrolling purposes.
2. **PeopleSoft 8 searches in Update/Display mode by default.**
 - a. Click ‘Include History’ to access Update/Display All mode.
 - b. Click ‘Correct History’ to access Correction mode.
3. **Data entry or Action modes include:**
 - a. Add
 - b. Update Display
 - c. Include History
 - d. Correct History

Want to be “*In the Know*”?

One of the most common complaints expressed to the SAO Help Desk is that users do not receive notification of system availability, special processing instructions and other important communications. These “FS Official Communications” are e-mailed on a regular basis to users who have subscribed to the Listserv system. One way to be “in the know” is to sign up for Listserv!

Don't rely on others to pass along information to you.....put yourself in the “LOOP”! There is no cost to subscribe and it's easy to do! You can also unsubscribe at any time. Please be aware, however, that the more elists (modules) that you sign up for, the more emails you will receive in your inbox. We recommend only signing up for the lists applicable to your job duties.

Listserv is one of the most effective ways for you to obtain information and communications relative to your PeopleSoft system. If you have not already done so, sign up now.

Available lists include: AP, AR, AM, GL, PC, Labor, Budget, and PO.

Visit the [SAO Website](#) and click **ListServ>Financial Systems eLists** and **subscribe today!**

New Functionality

Take a  at the new Voucher Summary page:



The screenshot displays the 'Voucher Summary' page in the FSCM 8.8 SP1 DEMO application. The page features a navigation bar with tabs for 'Summary', 'Invoice Information', 'Payments', 'Voucher Attributes', and 'Error Summary'. The 'Summary' tab is active, showing a detailed view of the voucher's metadata and financial information.

Business Unit:	US001	Invoice No:	4578
Voucher ID:	00000206	Invoice Date:	03/09/2005
Voucher Style:	Regular	Gross Amt:	1,050.00 USD
Contract ID:		Pay Terms:	Net 30
Vendor Name:	STATE VENDOR 100 PEACHTREE STREET ATLANTA, GA 30309	Origin:	ONL
Entry Status:	Postable	Voucher Source:	Online
Match Status:	No Match	Post Status:	Posted
Approval Status:	Approved		
Budget Header Status:	Valid Budget Check		
Non-Prorated Budget Status:	Valid Budget Check	Entered on:	03/09/2005
		Created By:	VP1
ERS Type:	Not Applicable	Last Updated:	03/09/2005
Close Status Indicator:	Open	Updated By:	VP1

At the bottom of the page, there are several action buttons: 'Save', 'Return to Search', 'Notify', 'Refresh', 'Add', and 'Update/Display'. Below these buttons is a breadcrumb trail: 'Summary | Invoice Information | Payments | Voucher Attributes | Error Summary'.

This page replaces the "Status Summary" panel in version 7.02

Meet the SAO Financial Systems Production Team!

In each issue of the Financials Upgrade newsletter, we will feature SAO personnel that serve on our Production Support Team. These folks are our hero's! Without this staff maintaining the current production environment, the upgrade could not take place.



Pictured from left: Patty Laster, Carla Faulk, and Toni Hill

Financial Systems Vendor Group

Between these three individuals, the Vendor Group provides you with 35 years of experience in State government!

Contact the Vendor Group at
404-657-3956
Or 1-888-896-7771

psvendor@sao.ga.gov

**For more information on the Financials Upgrade Project or
Comments / questions about the Project Newsletter, contact the Communications
Team at:**

upgradefeedback@sao.ga.gov

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