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Office of Project Management

ERP PROJECT UPDATE

FEBRUARY

Overview

- Status Summary
  - Completed *(**January** tasks, trainings, work)*
  - In Process *(**February** tasks, trainings, work)*
  - Preparing *(**March** tasks, trainings, work)*
- Updates
- Critical Path Review

Completed - January

Setup

– Final deduction data pulled and mapped for Tyler import.

– Finalized some HR setup items (EEOC codes, termination codes, union codes).

– Provisional (training/testing) databases created.

Training

– Maintaining Position Control

– HR Setup

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In Process - February

Setup
- HR configuration
- Begin building position inventory
- Purchasing & Payables configuration
- Requisition approval routing

Training
- Managing Employees (3 of 3)
- Using HR
- Purchasing & Payables Training
- Accounts Receivable Training

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Preparing - March

Setup
– HR (contracts, education, certifications)
– ePAR setup and routing
– Positions and supplemental pays
– Requisition approval routing

Training
– ePARs
– GL Budgeting
– GL Report Builder
– DAC (Site User) Training
– Warehouse

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By The Numbers

- 129 – Sites and Departments
- 25,108 - General Ledger Accounts
- 8,278 - Employees
- 42,687 - Employee Deduction Records
- 12,053 - Employee Certificate and Endorsement Records
- 23 - Salary Schedules
- 16 - Work Calendars

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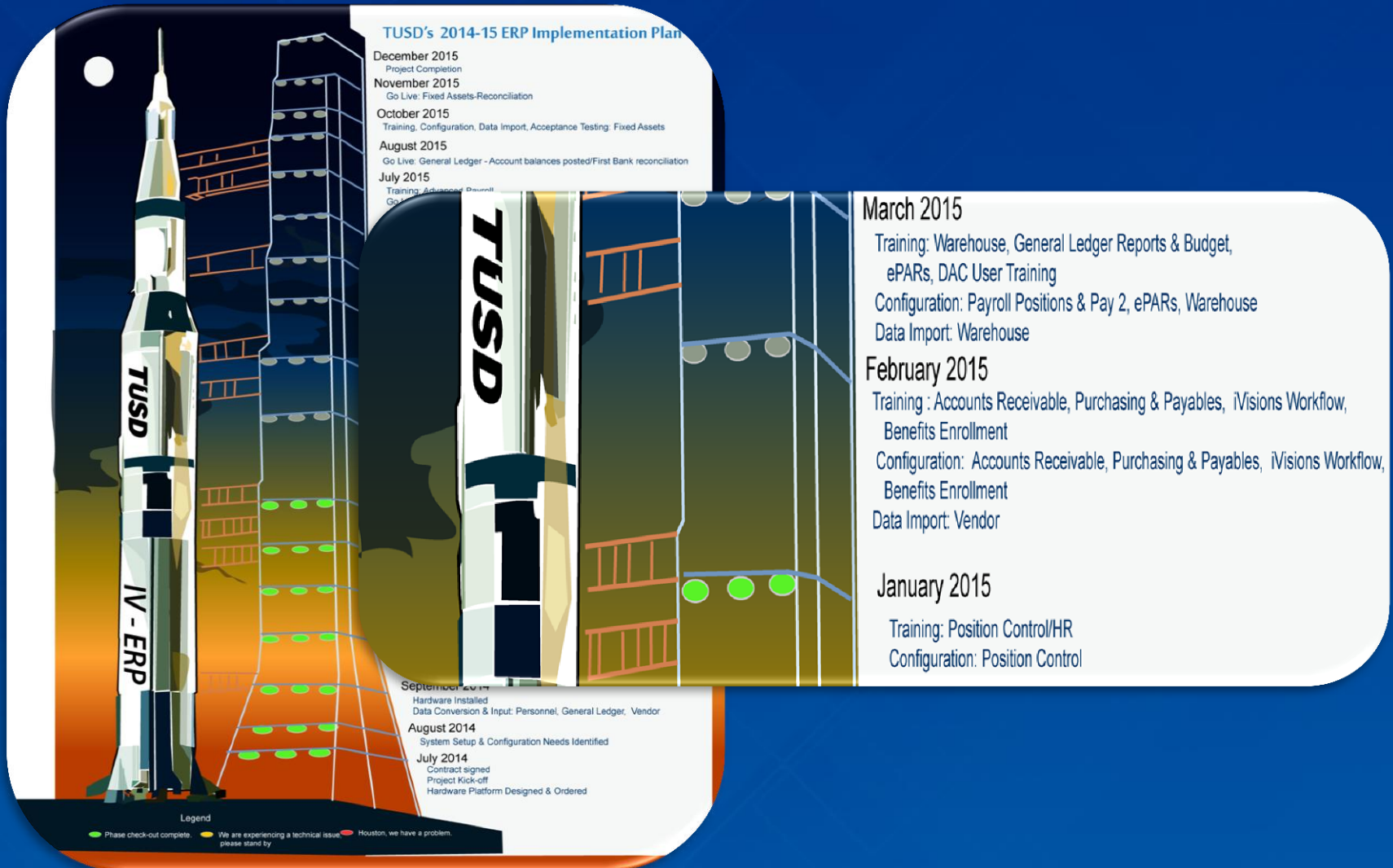# Data Verification/Clean-up

- Employee
  - Years of experience
  - Hire Dates
  - EEOC Classifications
  - Union Codes
  - Direct Deposit Information
- Vendor
  - W-9 Info
  - Order/Remit Addresses

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Spring Highlights

- Sites will be submitting 15/16 purchase requisitions in iVisions

- Sites will be submitting 15/16 ePARs (electronic personnel action request) in iVisions

- HR will create and publish spring contracts to the Employee Self Service Web Portal

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Critical Path Review