

Inter-Agency Workgroup Meeting

October 21, 2004

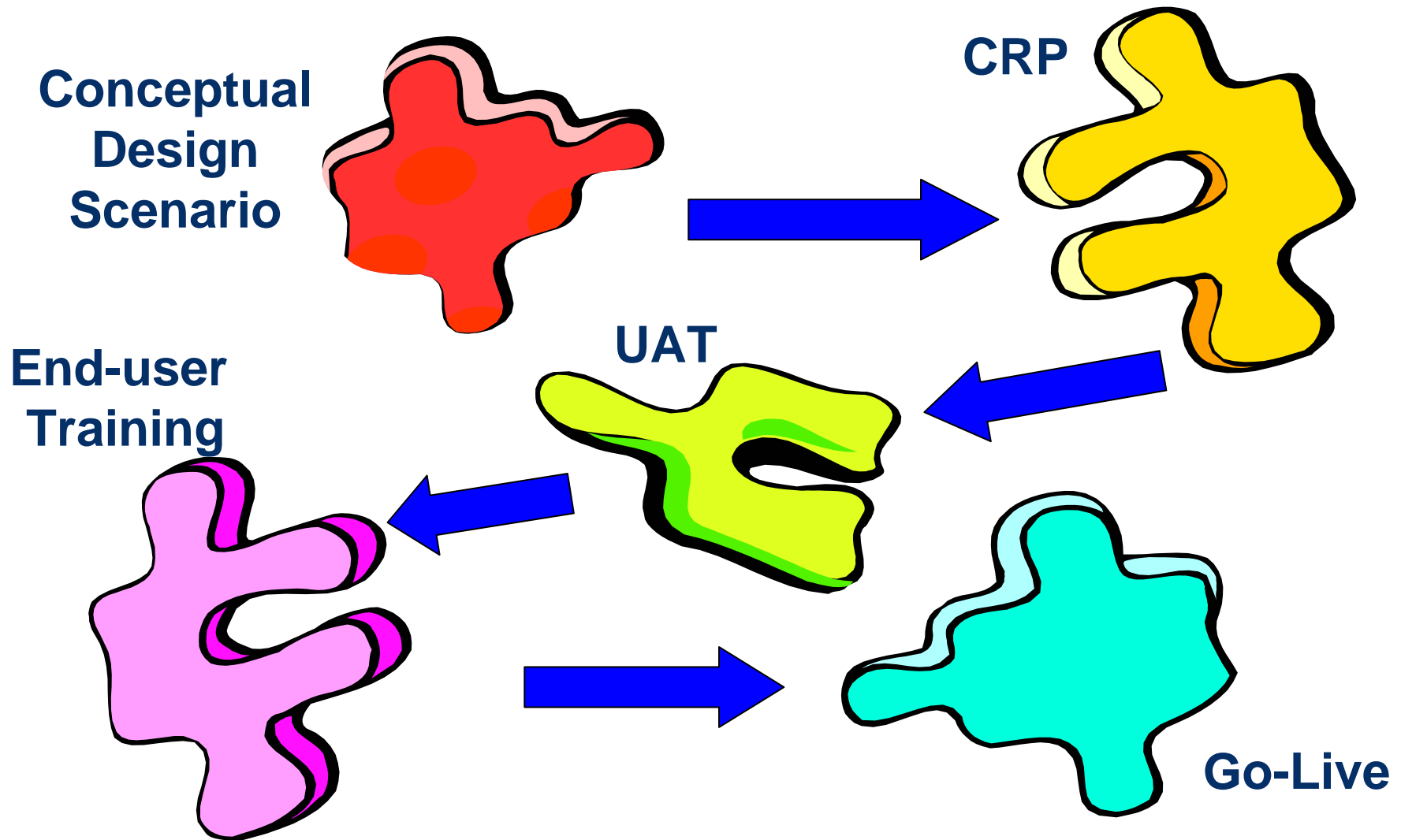
Meeting Agenda

- Meeting Objective
- Conference Room Pilot (CRP) 1
 - Purpose of CRP 1
 - Scope of CRP 1
 - Schedule and Location
 - Attendees
- Q&A

Meeting Objective

For you to understand the purpose
and scope of CRP 1

Project Status



Purpose of CRP 1

- View delivered PeopleSoft functionality with State of Florida data (CRP “Show”)
- Perform scripts in “hands-on” lab environment

CRP “Show”

- Large session setting at Betty Easley Center
- Structured show of CRP scripts
- Attendees will watch scripts being performed by Aspire team members
- Scripts performed in partially configured Aspire system

CRP “Labs”

- Smaller lab setting with opportunity to run scripts “hands-on”
- Less structured session – attendees can run scripts at their own pace
- Aspire team members will be in the labs to assist attendees and answer questions
- Labs will use a simulated environment, similar to future Computer Based Training (CBT) Environment
- Not intended to be a formal training session

Scope of CRP 1

- CRP 1 will present a partially configured system with the following functionality:
 - **Base PeopleSoft Configuration**
 - **State of Florida Business Units**
 - **State of Florida Chart of Accounts**
 - **Limited values in Chartfields**
 - **Scripts for selected transactions**

CRP 1 - What Will Not be Covered

- CRP 1 will not include the following functionality:
 - Reporting
 - Security
 - Enhancements
 - Interfaces
 - Conversions

Note: Some of this functionality will be demonstrated in CRP 2 (December)

Business Units Included in CRP 1

Process Area	Business Units			
Projects/Grants	DEP		DCA	
General Ledger	DEP	DOH	DCA	DFS
AR/Billing			DCA	DFS
Asset Management		DOH		
Procure to Pay	DEP	DOH	DCA	

CRP 1 Schedule - Overview

- **CRP 1 will be split into two major sessions:**
 - **CRP 1 - Part 1: Includes Record to Report Process (General Ledger)**
 - **CRP 1 - Part 2: Includes the following processes:**
 - **Projects/Grants/Revenue Contracts**
 - **Procurement to Fixed Assets**
 - **Billing/Accounts Receivable**

CRP 1 Schedule and Location

- **CRP 1 - Part 1**
 - **Show and Labs will be held Oct. 26 – 28, 2004**
 - **Show presented twice (both sessions held on Oct. 26, 2004)**
 - **Four lab sessions held (Oct. 27 & Oct. 28)**
- **Location**
 - **All labs will be held at Room 202 Forrest Building, New Koger Center**
 - **Show location will be Room 148, Betty Easley Center**

See Detailed CRP 1 Schedule for full schedule

CRP 1 Schedule and Location, cont'd

- **CRP 1 - Part 2**
 - **Show and Labs will be held Nov. 1 – 5, 2004**
 - **Nov. 1 Show will be repeated on Nov. 3**
 - **Six Lab Sessions held (Nov. 2, 4 & 5)**
- **Locations:**
 - **Nov. 1 Show – Room 148, Betty Easley Center**
 - **Nov. 3 Show – Room 152, Betty Easley Center**
 - **Labs will run from 8:00 AM to 5:00 PM, Nov. 2, 4 and 5 in both Room 202 and Room 303 in the Forrest Building, New Koger Center**

See Detailed CRP 1 Schedule for full schedule

CRP 1 Agenda

Record to Report

- Commitment Control (posting Appropriations, Releases and Management Budgets)
- Creating Journals (use of SpeedTypes)
- Ledger Inquiries
- Allocations

CRP 1 Agenda

Projects/Grants/Revenue Contracts

- Create a “Bluebird” Award
- Create an FCO Project
- Create a Project Budget
- Indirect Costs
- Bill Process
- Close Projects and Awards

CRP 1 Agenda

Procurement to Fixed Assets

- Create & approve a requisition and purchase order (including budget check)
- Receive the order and create a voucher with SpeedCharts
- Approve the voucher and budget check
- Generate a payment & post to GL
- Create a fixed asset, calculate depreciation and retire the asset

CRP 1 Agenda

AR/Billing

- Create a bill and generate an invoice
- Enter a receivable
- Create a deposit
- Apply a payment
- Post to GL

CRP 1 Attendees

- Agencies will be grouped and assigned a CRP Show and Lab Session
 - **Assignments for CRP 1 Part 1 are posted on the Aspire website**
 - **Assignments for CRP 1 Part 2 will be available on the Aspire website by Friday, Oct. 22nd**
- Room accommodations may result in some seating limitations
- CRP materials will be available on the Aspire website
 - **CRP 1 - Part 1 available on Oct. 22nd**
 - **CRP 1 - Part 2 available on Oct. 28th**

Q&A