Florida PALM SPONSOR SNAPSHOT
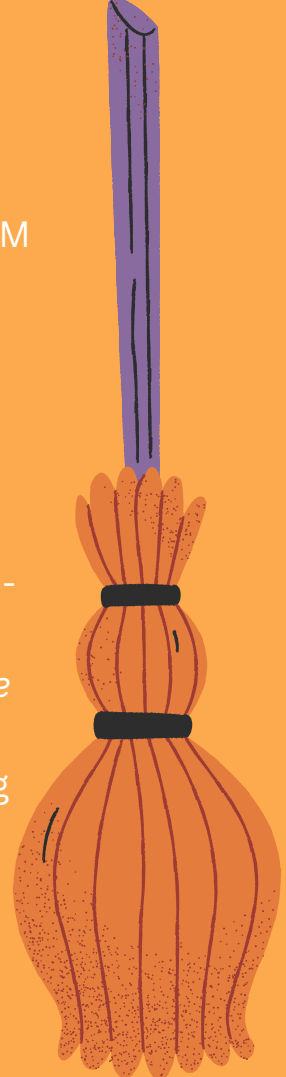
October 2024

Division Shout-Outs:

★ **Office of Finance and Budget (OFB)** - These incredible individuals lead the charge for the Department of Financial Services' (DFS) SpeedKey naming methodology! The effort put into this task will resonate with DFS for years to come. YOU ROCK!

★ **Accounting and Auditing (A&A) and OFB** - Your divisions had the most representatives present at the Segment IV Workshops held in September! The effort your divisions are making to absorb Florida PALM knowledge does not go unnoticed. Keep up the phenomenal work!

★ **Bureau of Auditing (A&A) and Office of Information Technology (OIT)** - This dynamic duo held FACTS Technical Workshops in the month of September. FACTS is going to be heavily impacted by the implementation of Florida PALM so holding these workshops will help tremendously at go-live. GO TEAM!

What's Due in October:

Heads up SMEs & POCs! The CCN may call on you to help with the following:

- **Task 531:** Remediate Agency Business Systems Based on Segment II - *Due 10/4*
- **Task 536-B:** Create Agency-Specific User Acceptance Testing Plan - *Due 10/11*
- **Task 541-C:** Complete Configuration Workbooks for Segment IV - *Due 10/4*
- **Task 542:** Complete Data Readiness Analysis and Data Cleansing Activities for Segment IV - *Due 10/18*
- **Task 543:** Identify Change Impacts and Update Agency Business Process Documentation for Segment IV - *Due 10/18 *Ensure your division's current and new processes are documented**
- **Task 544:** Update Agency Business System Documentation for Segment IV - *Due 10/18 -* ***COMPLETE***

- **Task 545-A:** Update and Finalize Florida PALM Conversion Inventory for Segment IV - *Due 10/18*
- **Task 546:** Update Florida PALM Interface Inventory for Segment IV - *Due 10/18 -* ***COMPLETE***
- **Task 552:** Manage Agency-Specific Implementation Schedule, Risks, and Issues - *Due 10/31*
- **Task 553:** Prepare for Interface Testing - *Due 10/18*
- **Task 554:** Participate in Connectivity Testing for Cycle 1 Interface Testing - *Due 10/4 -* ***COMPLETE***

A complete list of Tasks, including those launching on a future date can be found on the Florida PALM website, underline here.

What's Happening in October:

Bulletin Board Decorating Contest!

Photo submissions due October 31. Contest rules can be found online, _here_.

Florida Accountability Contract Tracking System (FACTS) Workshops

These workshops will be held at the Florida Lottery and directed to agency FACTS users who are responsible for entering agreement data into FACTS, either manually or FTP Batch.

1. Tuesday, October 8: 9:00 AM - 11:00 AM
2. Tuesday, October 8: 2:00 PM - 4:00 PM
3. Wednesday, October 9: 9:00 AM - 11:00 AM
4. Wednesday, October 9: 2:00 PM - 4:00 PM
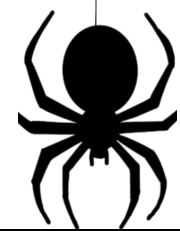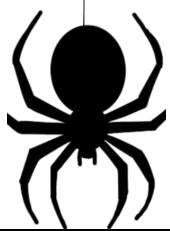5. Thursday, October 10: 9:00 AM - 11:00 AM
6. Thursday, October 10: 2:00 PM - 4:00 PM

REGISTER NOW
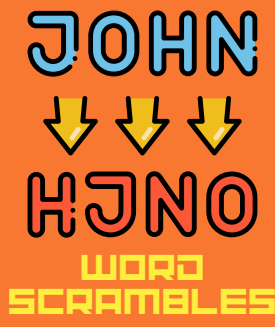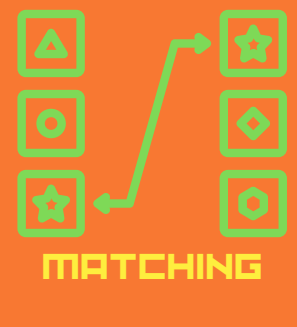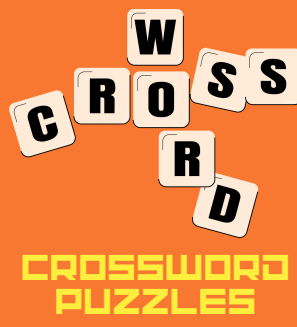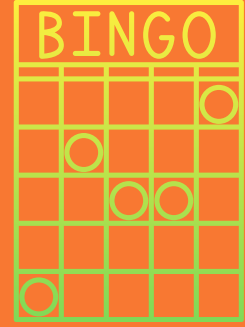
User Acceptance Testing (UAT) Prep

UAT is quickly approaching! It's time to start pulling examples of invoices, spend plans, reports, etc. that end users would want to use during testing. See flyer for additional information, _here_.

Play games that will help prepare you for end user UAT in June 2025!

BINGO

CROSSWORD PUZZLES

MATCHING

MULTIPLE CHOICE

WHEEL OF FORTUNE

JOHN ↓↓↓ HJNO
WORD SCRAMBLES

M A N L J H U T F
O S L I T T A K V
N J E G V V L U C
V I S C H I O R U
Q K B A B B O N A
K V P A N E T T O
V I U N A S T R I
I H R E G A L I V
WORD SEARCHES