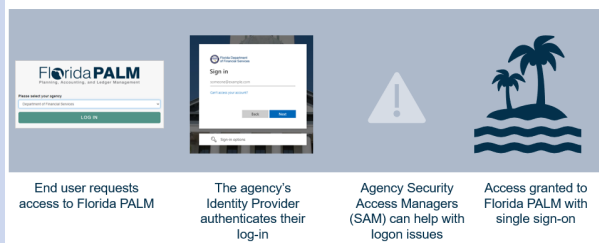


Hello, you are receiving this information as your organization's Agency Liaison for Florida PALM. The Florida PALM Team will be sharing Project information with you on a regular basis. Please make sure this information is shared within your organization as appropriate (e.g., newsletters, targeted communications, meetings). The channel and timing of message dissemination up to you, however, it may be helpful to distribute different components of the message throughout the quarter.

Accessing Florida PALM



Click the image to view larger

Florida PALM is coming!

Florida PALM will launch in July 2021 for cash management functionality. Are you ready? Here's what you can expect when logging on.

To log on to Florida PALM, you'll select our agency and enter your network credentials (same credentials as your computer log on). Our agency's security, which is called Identity Provider, will authenticate your log on and connect you to Florida PALM.

If you encounter a logon error, you should contact our agency's [Security Access Manager](#) (also known as our SAM). They will help you with Florida PALM access, much like a FLAIR Access Custodian does today.

CMS Wave Launch

The Florida PALM website has a [count-down to launch clock](#)! Check out how many days we have until July 6, 2021!

Florida PALM can be viewed in several different [web browsers](#). You'll also be able to access Florida PALM from any device with internet connection. Now that's modern!

Our agency will work through a detailed checklist before implementation that will help with final preparations before our transition. In the meantime, here are a few things our workforce can begin asking:

- Do our end users know Florida PALM web-based training is available in the People First LMS?
- Have we shared updated process and procedures that reflect the CMS Wave changes?
- Do our end users know our Tier 0 support team and Security Access Managers?
- What is our plan during the time when the Cash Management System (current CMS) is turned off and Florida PALM is turning on? What processes need to be

accounted for during this time?

- Is there anything the Project Team should know that may affect our transition?

As a reminder, the [CMS Wave Summary](#) provides a list of changes that will be in effect in Florida PALM.

Our [Agency Liaison](#) is able help if you have questions as we near a very exciting launch!

Florida PALM Solution Center

Coming soon



Florida PALM Solution Center

Did you know we have our own in-house support team? Our Tier 0 Network Support (you can think them as first responders) consists of our staff who hold the role of a Florida PALM Super Users. They are experts in

Florida PALM processes and functionality and will be available when we have questions about Florida PALM functionality or need technical resolutions. Here is a list of our [Super Users](#). Additionally, the Florida PALM Solution Center will also be available to support us after each implementation.

Check out the brand new [User Support](#) page for great support resources.

Preparing for Central Wave

You can begin training! Florida PALM Training is available in the [People First Learning Management System](#) (LMS). PALM Tech web-based training (WBT) courses are available to all users. The following WBT can be taken as many times as you'd like. Course materials are available in the LMS, just click on the Resource button. You can save or print them for a quick reference. Anyone can take the following WBT courses:

- **Navigating in Florida PALM**
- **Introduction to Florida PALM**
- **Business Process Overviews**
- **Reporting Basics for Florida PALM**

PALM Tech Instructor-led trainings (ILT) will be led virtually by the Florida PALM Team. Depending on your role, you may be assigned to complete an ILT course. Check the LMS and contact your Agency Liaison and Training Liaison to see if you've been assigned an ILT course. **Participants must register to attend.** Training will be held in May and June.

Check out the brand new [User Support](#) page for great training resources.

PALM TECH

**Training, Enrichment,
Communication, & Help**



PALMcast Episodes

Don't forget to check out the latest episode of PALMcast on the Project's [website](#). The most current episode has details about the **Florida PALM Solution Center and Tier 0 support** so make sure you take a listen! A new episode is published every six to eight weeks with guest speakers on various topics. If you have topics of interest you'd like to request or share, contact FloridaPALM@myfloridacfo.com. Continue to tune in to learn more as we journey closer towards our first go-live.

If you have feedback or questions about these topics or anything else, please contact FloridaPALM@myfloridacfo.com.

Thank you,

Florida PALM Project
Florida Department of Financial Services

Website: www.myfloridacfo.com/FloridaPALM

FloridaPALM
Planning, Accounting, and Ledger Management

[Download](#) CFO Patronis' Hurricane Financial Preparedness Toolkit



Please note that Florida has a broad public records law. Most written communications to or from state officials regarding state business are considered to be public records and will be made available to the public and the media upon request. Therefore, your e-mail message may be subject to public disclosure. The information contained in this message and any accompanying attachments may contain privileged, private, and/or confidential information protected by state and federal law. If you have received this information in error, please notify the sender immediately and destroy the information.