Current Period

The following are highlights of key Project activities during the current update period:

January 2025

- A Training Plan Survey was distributed to agencies to gather feedback on what additional Training Plan development support they needed from the Project team. The Project team used this information and partnered with Florida Digital Service to plan a training session to support their feedback.
- Published a printable resource from the "Know Your Change Impact" series, focusing on future functionality for business conducted between agencies.

February 2025

- In the Knowledge Center, a new Supplier One-Time Crosswalk layout and sample data to the Suppliers (APC001) was published. Grants (GM) and Contracts Management (CM) Configuration Values were added to the Configuration Data Values page. Multiple interfaces were updated in the Knowledge Center. Date changes are shown in the Interface Catalog.
- Published a printable flyer from the "Know Your Change Impact" focusing on duplicate AP Warrants.
- The Florida PALM Executive Steering Committee approved moving the go-live date for the Financials, Payroll, and Date Warehouse Implementation from January 2026 to July 2026. A new timeline was added to the Florida PALM website.

March 2025

- The AR Configuration Values and multiple interfaces were updated in the Knowledge Center. Date changes are shown in the Interface Catalog.
- A Business Process and Report Type column was added to the Reports Catalog in the Knowledge Center.
- Published a new issue of the Project Newsletter, outlining all agency and Project activities form the third quarter of fiscal year 2024-2025.
- The Testing Timeline was updated and republished on the new Testing webpage on the Florida PALM website.

Next Period

The following are highlights of what agencies will be doing during the next update period (April – June 2025):

- Complete creating an agency-specific Training Plan, identifying training needs, logistics, and resources.
- Continue agency business system remediation and unit testing in preparation for Cycle 2 – Technical Interface Testing.
- Continue planning for User Acceptance Testing, identifying and role mapping Subject Matter Experts and end users and preparing user stories.
- Complete documentation of change impacts for your agency through the Change Analysis Tool.

- Review Mock Conversion 2 data and perform any needed data cleansing in FLAIR.
- Update agency-specific configuration workbooks.

Potential Topics

The following topics are provided for agency consideration to generate communication / messaging topics:

- **How you can prepare for User Acceptance Testing:**
  Select Subject Matter Experts (SME) will be introduced to core Florida PALM functionality through User Acceptance Testing (UAT) sessions beginning in August 2025. UAT will begin for all end users in December 2025. During this time, end users will use agency data and can test their business process from start-to-finish. To achieve accurate testing results, here are a few things to consider:
  - What critical agency processes need to be tested during this time? Are these processes documented so you can create user stories for testing?
  - How will you ensure your end users (testers) understand your agency-specific configuration values they will use during UAT?
  - Are you cleansing your data in FLAIR so that you have quality testing data in UAT?

- **How you can prepare for Interface Testing:**
  Cycle 2 – Technical Interface Testing begins with enterprise partners in June 2025, then agencies will test beginning in August 2025. Interfaces that are successfully tested during this time will be available in the UAT environment in December 2025 for end-to-end testing. To prepare for interface testing, here are few things to consider:
  - How will you ensure you agency business system(s) will be ready to create and send inbound interface files to Florida PALM in August when Cycle 2 - Technical Interface Testing begins for agencies?
  - Have you identified and documented your plan to test impacted agency business systems that will not be directly integrated with Florida PALM (lower tired systems)?