

# Impact23 User Group Meeting

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January 19, 2022

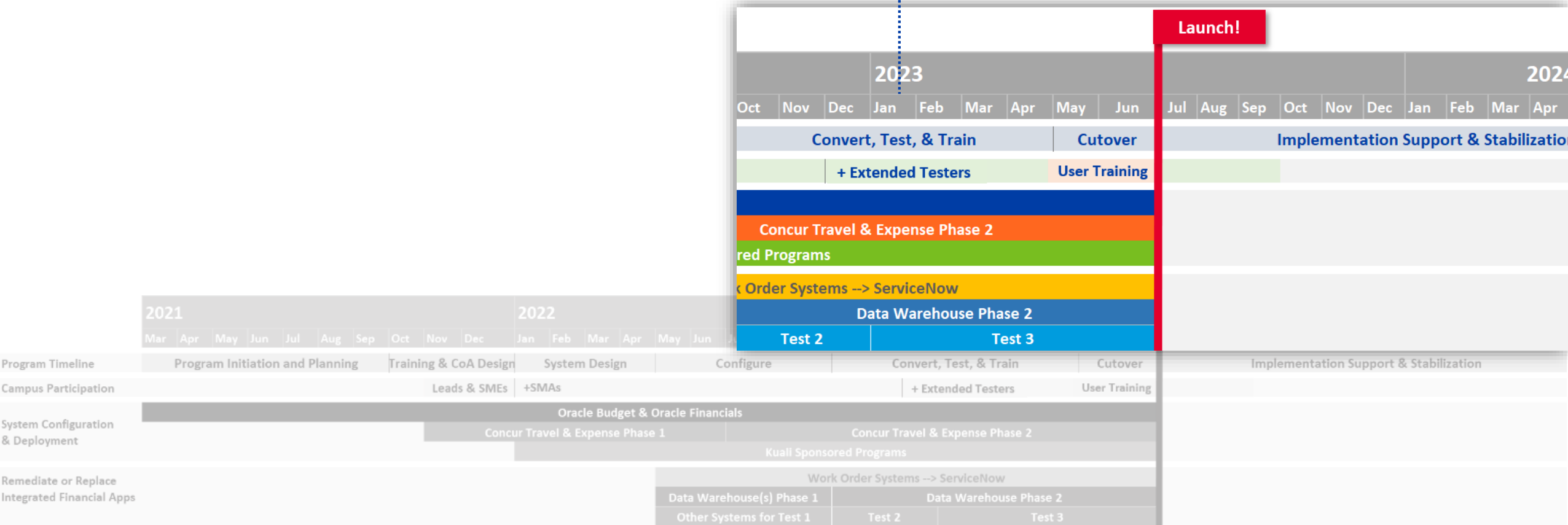


# Agenda

Topic	Presenter
Welcome and Housekeeping	Asirra Suguitan
System Integration Testing Update	Josh Hoerger
Change Impacts - Procurement	Joe Andreu
Change Impacts – Chart of Accounts	Bobbi McCracken
Communication & Training	Helen Kotke & Asirra Suguitan
Question & Answer	Josh Hoerger

# Modernizing UC Riverside's Financial Systems

 **We Are Here!**



**Launch!**

# Countdown to July 1, 2023



**163**

**Calendar Days**

# System Integration Testing (SIT 2)

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**Josh Hoerger**

*Impact23 Program*

*Functional Project Manager*



# System Integration Testing

The final day of System Integration Testing (SIT 1), the first of three rounds of SIT testing, was Friday, November 30th.

- SIT 1 was comprised of 43 Leads, SMEs, and SMAs testing scripts to validate financial system functionality, refine test scripts, and remediate defects as identified before additional testers join in January 2023.
- A total of 713 individual test scenarios were run, with test scripts divided into 12 testing workstreams (e.g., Purchasing, Accounts Payable, Budget, General Ledger, etc.).
- In parallel with SIT 1, UCR completed its first round of a mock data conversion. An additional mock data conversion was completed in December 2022. UCR is going through multiple iterations of conversion with UCR data to fine-tune the extracts and test our approach for go-live.

**SIT 2 kicked off on January 3** and has expanded to include additional campus testers, including faculty, as identified through the Extended Tester nomination process.

- SIT 2 introduces 179 extended testers available to the program effort, with testing activities already started for some workgroups
  - Note that testing activities start at different times for different workgroups, including some not starting until March.
- The third mock data conversion is in process, parallel with SIT2 activities.

## System Integration Testing 1

10/14/22 – 11/30/22

## System Integration Testing 2

1/3/23 – 2/10/23

## System Integration Testing 3

2/13/23 – 3/24/23

## User Acceptance Testing

4/3/23 – 5/12/23

# Extended Tester Campus Representation

Workgroups	ORG10-SOE & ORG37-SPP	ORG11 - BCOE	ORG12 - CHASS	ORG14 - CNAS	ORG15 - UNEX	ORG16- Library	ORG19- Aux Svc	ORG20- Chanc	ORG21 - ITS	ORG22- Grad	ORG24- VC-R	ORG25- VCSA	ORG26- VCUA	ORG30- FPDC	ORG32- Int'l Aff	ORG33- ES	ORG36- UE	ORG38- Int Ath	ORG39- PB&A	ORG40- SOM	ORG42- HWS	Grand Total
Accounts Payable Tester (Central Office)																			2			2
Boundary Systems Tester		1	1			2				1	1	1		1						2		10
Boundary Systems Tester (Central Office)																			10			10
Budget Tester		1	1	6		1						1	2	1		1						14
Budget Tester (Central Office)																			6			6
Concur Phase II SMA			1	1											1					1		4
Concur Phase II Tester			2	2				2						1					1	1		9
Concur Phase II Unit				2	4								3					3			2	14
Financial Reporting Tester		1		2			2		1								1		1	2		10
GL/COA Tester																1			1	3		5
Kuali Tester				3			1													1		5
Kuali/PPM/Procurement Unit	6	5	9	9							4								2	5		40
PPM Tester		1		4				1													2	8
PPM Tester (Central Office)														2								2
Procurement Tester			1	4			2					1	3			1	1		1	3		17
UCPath COA Tools Tester			1	1					1			1	1	1		1	1		1	2		11
UCPath COA Tools Unit							4					2							6			12
<b>Grand Total</b>	<b>6</b>	<b>9</b>	<b>16</b>	<b>34</b>	<b>4</b>	<b>3</b>	<b>9</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>5</b>	<b>6</b>	<b>9</b>	<b>6</b>	<b>1</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>31</b>	<b>20</b>	<b>4</b>	<b>179</b>

# Extended Tester Scope

The scope of testing includes the following modules and converted data:

Functional Track	Oracle Modules	Other Functional Workgroups	Description
Record to Report (RTR)	<ul style="list-style-type: none"> <li>General Ledger</li> <li>Fixed Assets</li> <li>Cash Management</li> </ul>	Financial Reporting	<ul style="list-style-type: none"> <li>Implementation of reporting solutions to meet financial management, financial statement, regulatory and compliance needs.</li> </ul>
Procure to Pay (PTP)	<ul style="list-style-type: none"> <li>Procurement, Self-service Procurement, Purchasing</li> <li>Supplier Portal</li> <li>Payables, Tax (OneSource Integration)</li> </ul>	Concur Travel & Expense (Phase II)	<ul style="list-style-type: none"> <li>Evaluate Concur functionality for employee non-travel reimbursements, participate in Concur PCard Cost Distribution processes, and test new COA through Concur.</li> </ul>
Projects & Grants Management (PGM)	<ul style="list-style-type: none"> <li>Project Financials</li> <li>Contracts</li> <li>Grants</li> <li>Accounts Receivable</li> </ul>	Kuali Sponsored Programs (Pre-Award)	<ul style="list-style-type: none"> <li>Replacement for PAMIS proposal (eCAF), pre-award and award process for Contracts &amp; Grants. (Note: Kuali Testing will begin in February 2023).</li> </ul>
Enterprise Performance Management (EPM)	<ul style="list-style-type: none"> <li>Finance Function</li> <li>Workforce Function</li> </ul>	Boundary Systems	<ul style="list-style-type: none"> <li>Testing of existing campus systems/tools affected by the change to the COA and/or Oracle Financials.</li> <li>Banner, ePay, EACS, CRRS, Web Recharge, LRSS, FMS and more</li> </ul>
		UCPath COA Tools	<ul style="list-style-type: none"> <li>UCPath COA Tools</li> <li>FAU/COA Change Tool, SCT Change Tool, One Time Payment Tool, etc.</li> </ul>
		Kuali/PPM/Procurement Unit	<ul style="list-style-type: none"> <li>Performing end-to-end scenario testing for Kuali Sponsored Programs, Projects &amp; Grants, and purchasing.</li> </ul>



# Change Impacts

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**Bobbi McCracken**

*AVC-BFS & Controller and  
Steering Committee Co-Chair; COA Workgroup Co-Lead*

**Joe Andreu**

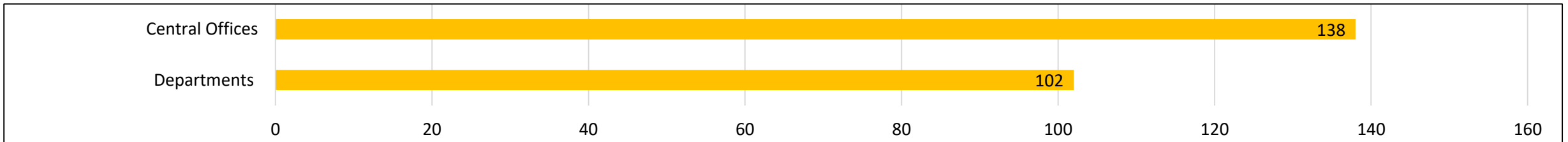
*Chief Procurement Officer;  
Procurement Workgroup Lead*



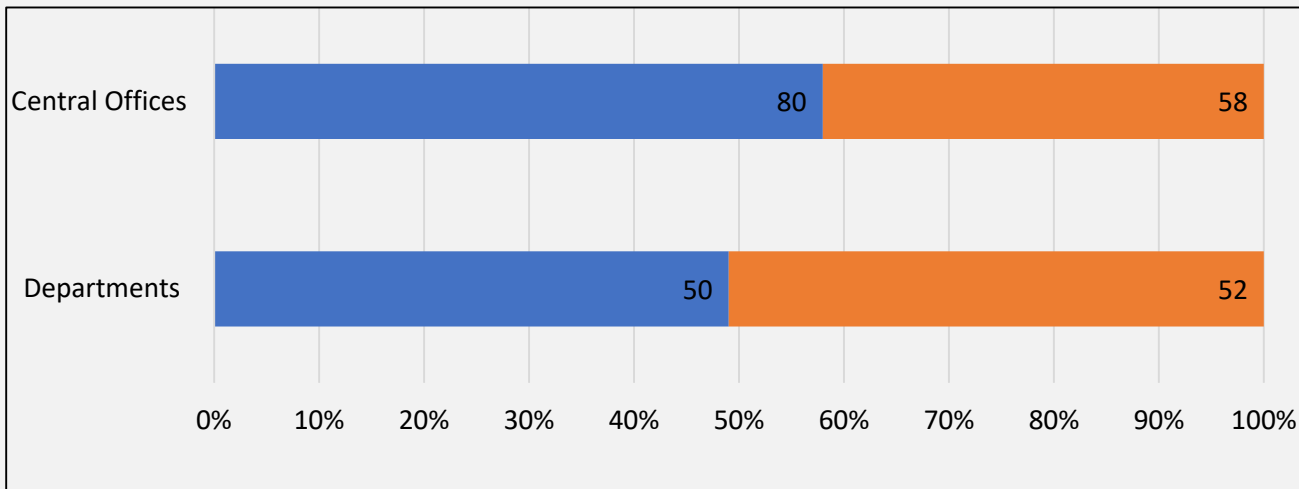
# Change Impact Analysis

The purpose of a Change Impact Analysis is to provide the Impact23 Program Team with a summary of key changes related to system implementation that will help guide communication and training. This analysis is focused on new concepts and transformative changes.

Count of changes that impact central offices and departments



View of distribution of high and low changes within central offices and departments



## Change Impact Rating

The degree of change, from current state to future state.



Low impact changes do not change the way employees do work. Rather, they represent minor differences between the current way of working and future system ways of working



High impact changes represent dramatic differences between the current state and the future state. This rating indicates there is a fundamental change in the way employees do their jobs

# Impact23 Change Impacts

*The following changes will be shared across all stakeholder communities.*

**1** The new Chart of Accounts (COA) will replace the current Full Accounting Unit (FAU)

**2** Pre-Approval Workflows. In the current state, pre-approvals are manual and non-consistent. In the future state, the approval workflow will be built into the system design

**3** New reporting framework will improve visibility into transactions, status, and overall health of financial processes.

**4** General Ledger will have summary-level data. Oracle modules, or subledgers, will house the transaction and reporting details.

**5** Supplier Strategy will move to a university-wide strategy to consolidate spending

**6** Financial Planning and Budget occurs in a separate module and moves from a transactional system to an analytical system

# Procurement Card (PCard)



## PCard transaction limits are increasing to \$10,000 for new and existing cardholders on February 1, 2023

- This change will give departments more room to purchase goods and services using a UCR-approved purchasing method. Other UC Campuses have successfully increased their PCard transactional purchasing limits to \$10K and reduced the number of purchase orders between \$5K and \$10K.
- Due to the upcoming challenges with PO conversion, we strongly encourage departments to adopt UCR's PCard program and establish a minimum of two cardholders immediately to assist departmental staff with purchasing goods and services – required training is available in the UC Learning Center
- All department unrestricted purchases under \$500 should be made using a PCard.
- As part of the Impact23 implementation, a new and more effective PCard distribution process will be deployed on 7/1. The design is being finalized with input from departmental workgroup members and testers.
- Communication with purchasing limit increase details will be issued

Activity ^	Code
<a href="#">eCourse: ProCard Training and Assessment</a>	RI-MMECO0001
<a href="#">eCourse: Purchasing: Obtaining Goods and Services at UCR</a>	RI-PUECO0002-UCOP66010
<a href="#">Topic: Purchasing: Receiver Role Training and Assessment</a>	RI-PUTOP0008
<a href="#">eCourse: Purchasing: Requestor Role</a>	RI-PUECO0005
<a href="#">eCourse: Purchasing: Transactor A Training</a>	RI-PUECO0014
<a href="#">Topic: Purchasing: Transactor B Training and Assessment</a>	RI-PUTOP0012

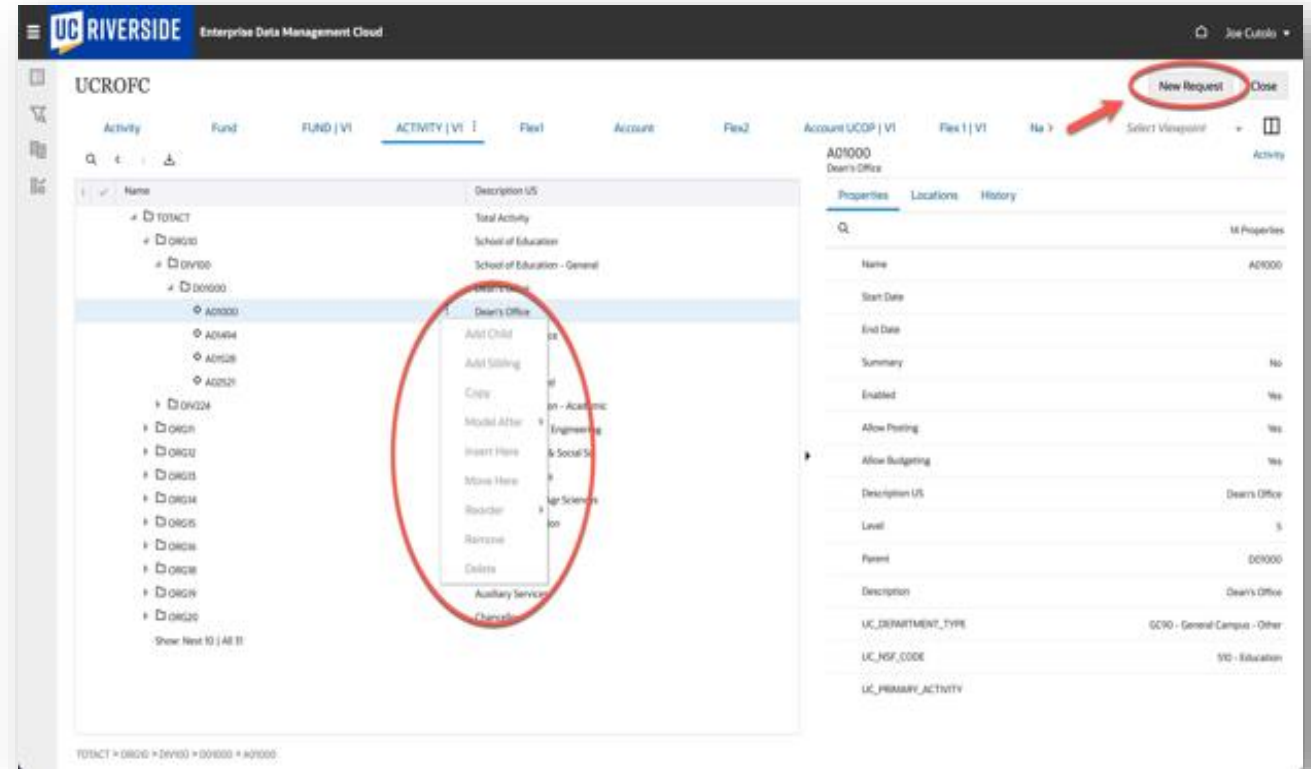
# Chart of Accounts

- A new COA-based **Golden Tree Viewer** is now available in pre-release!
- Visit the Impact23 website or <https://impact23.ucr.edu/golden-tree-viewer> to access the new tool
- All searches are performed against COA codes and their descriptions
- Transactions will post at the lowest level of the segment value hierarchy (posting level)
- This is pre-release software, and updates are still being made to functionality, including bug fixes
- COA segment values are sourced from a current Oracle TEST instance, and COA values are still being added and updated
- Learn more about [UCRs new Chart of Accounts \(COA\) & POETAF](#)

The screenshot displays the UC Riverside Golden Tree Viewer interface. At the top, the logo for UC Riverside and the title 'GOLDEN TREE VIEWER' are visible. A navigation bar includes a search field labeled 'Search Fund', an 'Export' button, and a 'Support' dropdown. Below the navigation bar, a horizontal menu allows users to filter by Entity, Fund, Activity, Account, Function, Program, and Project. The main content area shows a hierarchical tree of accounts, starting with '1000A - Unrestricted' and expanding into '2000A - Restricted Expendable'. Under '2000A', several sub-segments are listed, including '1800B - Special State Appropriations', '1990B - State General Fund', '1999B - Specific State Appropriations', '2000B - Contracts and Grants', '2000C - Federal Contracts ANDGrants', '2040C - State ANDLocal Contracts ANDGrants', '2070C - Private Contacts ANDGrants', and '2705B - Other Restricted'. Each segment is preceded by a chevron symbol ('v' for collapsed, '^' for expanded). Callout boxes provide instructions: 'Search for a chart field by code or description - Ex. Alumni' points to the search field; 'Download results to excel' points to the Export button; 'Click i for segment definitions' points to an information icon next to a segment; and 'Drill up or down the hierarchy using "/>

# Chart of Accounts

- Oracle COA Mgmt manages UCRs new chart of accounts and delivers hierarchies/segments to Oracle Financials and Oracle Budget, and supports related tools like the Golden Tree Viewer
- In the future state, department requestors will use Oracle COA Mgmt for Activity and Flex 1 segment requests
- Requests will require dual approval from the department Org. Approver (CFAO or designee) and a Budget Office Approver
- Testing is in progress



# Financial System & Tool Changes

UC Riverside financial applications are currently undergoing configuration or rework to support the transition to the new Oracle financial system in July 2023.

As you review financial applications that are in scope for go-live, please note the following definitions:

- **Boundary System:** UCR ITS custom-developed application, or configured third-party system, that interacts with the campus financial system and/or financial data.
- **Rebuild:** Rebuilding an application from the ground up based on existing business and functional requirements. Users are expected to experience material changes to the application/business process. Training and guides to be provided.
- **Retrofit:** Updating an application 'on the back end' to accommodate the new Chart of Accounts specifications: column widths and names, language, updating interconnectivity from UCRFS to Oracle Financials. Users are expected to experience minimal changes to the application/business process.

Track	Application Name	Replacement Application or Rework
Boundary System	Vendor Request	Rebuild
Boundary System - Technical Interface	HR API	Retrofit
Boundary System - Technical Interface	Financial API	Retrofit
Boundary System - Technical Interface	Organizational API	Retrofit
Boundary System - UCPath Financial Tools	FAU Change Request (Name Change: Position Funding Change Request)	Retrofit
Boundary System - UCPath Financial Tools	One Time Payment Tool	Retrofit
Boundary System - UCPath Financial Tools	UCPath GLI	Retrofit
Boundary System - UCPath Financial Tools	Salary Cost Transfer Request	Retrofit
Boundary System - Work Order System	ScotSupply	Retrofit
Boundary System - Work Order System	MediaWorks	Retrofit
Boundary System - Work Order System	Facilities WOS	Rebuild into FAMIS360
Boundary System - Work Order System	Web Recharge	Rebuild into ServiceNow
Boundary System - Work Order System	Fleet Services	Rebuild into AgileFleet Commander
Boundary System - Work Order System	Printing & Repro	Rebuild into ServiceNow
Boundary System - Work Order System	Mail Services	Rebuild into ServiceNow
Boundary System	HRDW	Retrofit
Financial Reporting/Datawarehouse	SuperDope	Rebuild into Google Tools/Looker
Financial Reporting/Datawarehouse	UCRFSTotals	Rebuild into Google Tools/Looker
Planning & Budgeting	UCR Financial System (UCRFS)	Oracle Enterprise Planning and Budgeting (EPM)
Procure to Pay	eBuy	Oracle Financials - Procurement
Procure to Pay	ProCard Transfers (PCT)	Concur Billed Statements (CBS)
Projects and Grants	PAMIS: eCAF	Kuali Sponsored Programs

[Program Scope | Impact23 \(ucr.edu\)](https://ucr.edu/ProgramScope/Impact23)

# Communication & Training

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**Helen Kotke**

*Impact23 Financial Systems Trainer*

**Asirra Suguitan**

*Impact23 Functional Lead*





# Training Program

## Primary Goal

Support end users' successful transition from current state to future state by building new knowledge and skills about

- New Chart of Accounts (COA)
- Oracle Financials (ERP, OFC)
- Oracle Budget (EPM)
- Concur Travel & Expense (Concur)
- Kualu (Research, Build, Sponsored Programs)
- Financial Boundary Systems
- Financial Reporting



# Training Modalities



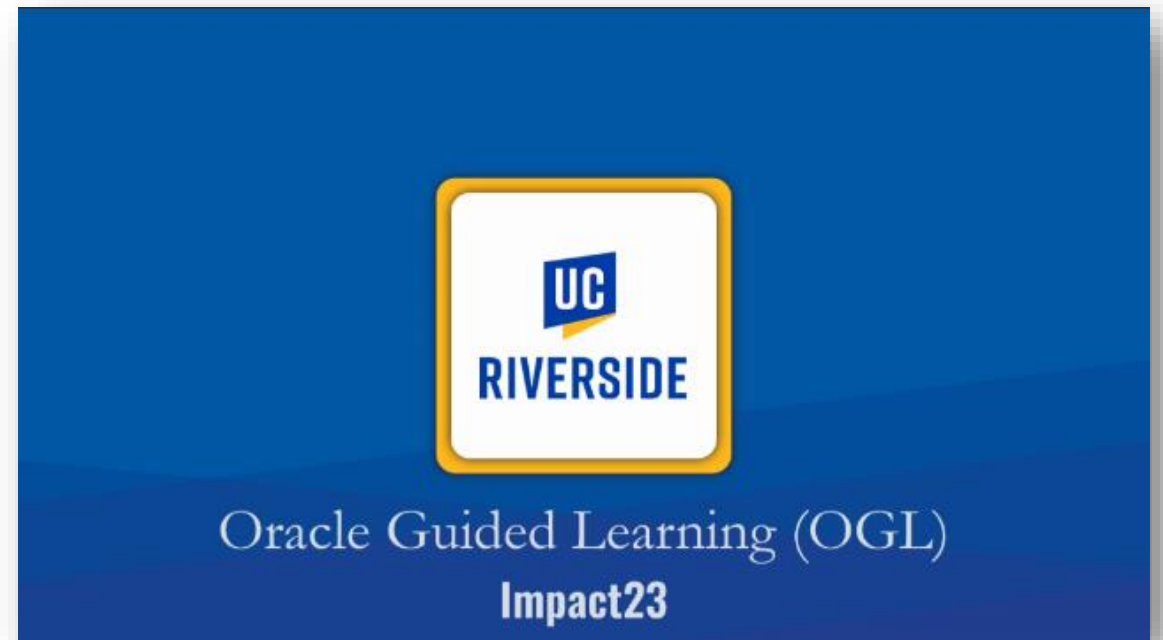
**Web Based Trainings**



**Virtual Instructor-led  
Training Workshops**

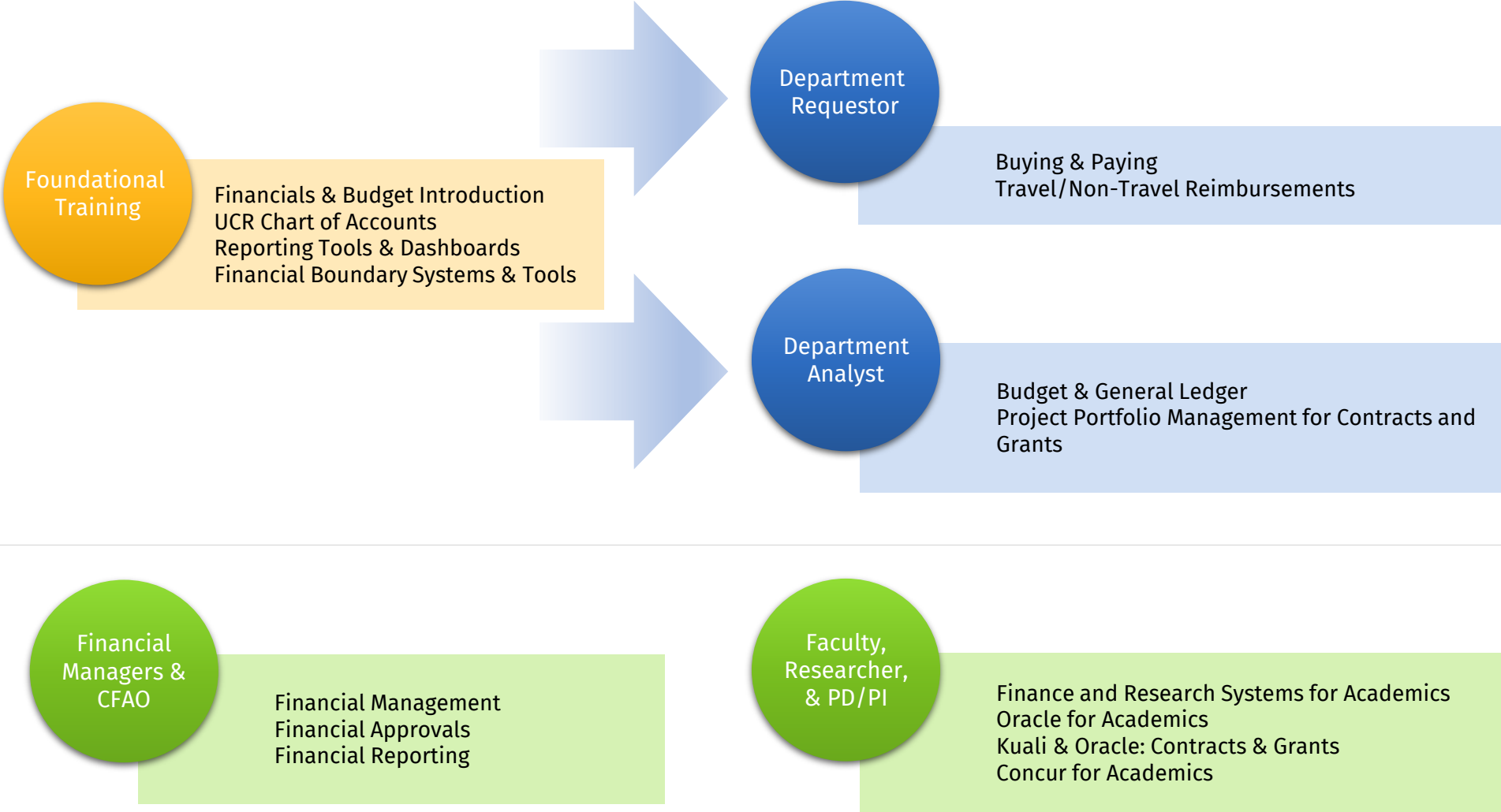


**Oracle Guided Learning**



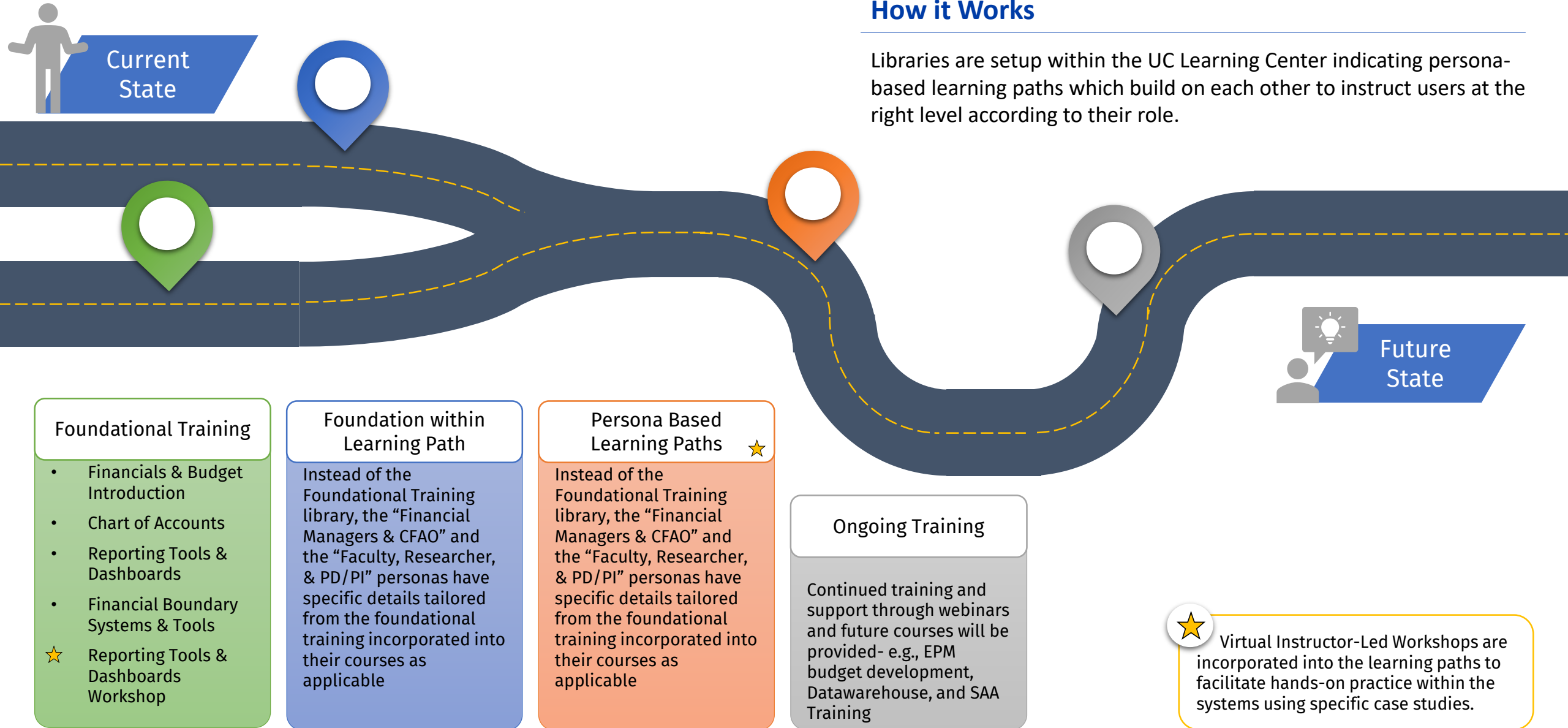
# Scope of Training Program

Flexible learning pathways tailoring modules and topics to role-based curriculum



# Learning Paths

Meet diverse learners' needs by providing learner-centric learning paths



# Persona Based Learning Paths



## Department Requestor

- Oracle: Buying & Paying
- Concur: Travel & Non-Travel Reimbursements
- ★ Oracle: Buying & Paying Workshop



## Department Analyst

- Oracle: Budget & General Ledger
- Oracle: Project Portfolio Management for Contracts & Grants
- ★ Oracle: Budget & General Ledger Workshop
- ★ Oracle: Project Portfolio Management for Contracts & Grants Workshop



## Financial Managers & CFAO

- Oracle: Financial Management
- Oracle: Financial Approvals
- ★ Oracle: Financial Management Workshop
- ★ Oracle: Financial Management Reporting Workshop



## Faculty, Researcher & PD/PI

- UCR Finance and Research Systems for Academics
- Oracle for Academics
- Quali & Oracle: Contracts & Grants for Academics
- Concur for Academics
- ★ Contracts & Grants for Academics Workshop
- ★ UCR Finance and Research Systems for Academic Workshop

# Oracle: UCR Chart of Accounts Overview

Housing Location	Delivery Channel	Course Duration	Module Objectives	Notes
Materials Outline	WBT	< 90 mins	<ul style="list-style-type: none"> <li>▪ Introduction to Oracle Chart of Accounts Component               <ul style="list-style-type: none"> <li>▪ Order</li> <li>▪ Where data comes from (Kuali)</li> <li>▪ Based on UC-wide common chart of accounts</li> </ul> </li> <li>▪ Accounting Terminology               <ul style="list-style-type: none"> <li>▪ What each of the fields are and what they mean with examples</li> <li>▪ Acronyms</li> <li>▪ Golden Tree</li> <li>▪ Must be connected to VPN/logged in through R'Space</li> <li>▪ Golden Tree Viewer will populate with COA</li> </ul> </li> <li>▪ Oracle COA Management (Define)               <ul style="list-style-type: none"> <li>▪ Oracle COA Mgmt– Where you go to request Flex1 and Activity</li> <li>▪ Oracle COA Mgmt purpose – keep COA consistent throughout financials and oracle budget.</li> <li>▪ Add New or Modify Existing Flex 1 Segment value/description</li> <li>▪ Request an end date to an Existing Segment Value</li> <li>▪ Workflow</li> </ul> </li> <li>▪ Valid COA combinations               <ul style="list-style-type: none"> <li>▪ Built into EPM &amp; GL – one-page summary on accounting website</li> <li>▪ Combination Validation Rules</li> <li>▪ Validating what can be used with each other segments</li> <li>▪ Give example and where to go to reference invalid examples</li> <li>▪ Budget and Financial transactions – examples of how to code different transactions (need to be specific with the example – in old system this is how you would order chemicals for the chemistry department, in the new system this is how you would do the same).</li> </ul> </li> </ul>	EDMCS – Keep department focused
<b>Course Description</b>				
<p>This foundational course is designed to teach UCR fiscal staff how to transact and report using the UCR Chart of Accounts.</p>				
<b>Intended Audience &amp; Security Roles</b>				
<p><b>Persona:</b> All (except CFAO)</p> <p><b>Security Role:</b></p> <ul style="list-style-type: none"> <li>• Inquiry</li> <li>• UCR Grants Department Administrator Approver JR</li> <li>• UCR Grants Department Analyst JR</li> <li>• UCR Payables Department</li> <li>• UCR Projects Budget Management JR</li> <li>• UCR Projects Department Costing JR</li> <li>• UCR Purchasing Department Fiscal Approver JR</li> <li>• UCR Purchasing Department Transactor JR</li> <li>• UCR Purchasing Receiving JR</li> <li>• User</li> </ul>			<b>Associated Materials</b> <ul style="list-style-type: none"> <li>▪ Crosswalk between current FAU/chart of accounts and new chart of accounts.</li> <li>▪ Valid COA combinations               <ul style="list-style-type: none"> <li>▪ Built into EPM &amp; GL – one-page summary on accounting website</li> </ul> </li> </ul>	

# Training metrics

- Training metrics will be established to evaluate the training program's effectiveness and learner engagement
- Training metrics help inform in many areas, including knowledge and skills development, end user readiness and user satisfaction

## Suggested training metrics for each course include:

- Percent completion
- Average learner assessment score
- Retake rate for learner assessments
- Confidence with system
- Oracle production, user performance data (e.g., error rates)

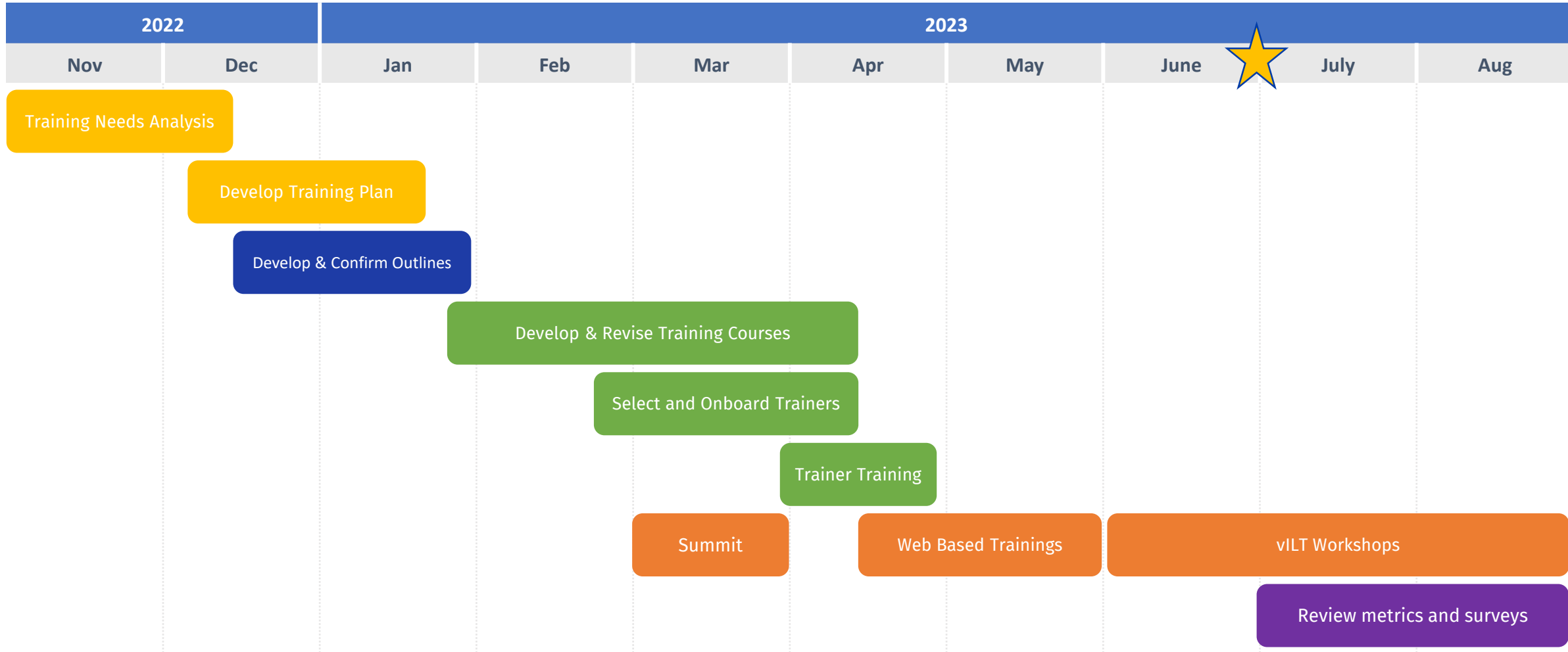


# High-Level Training Timeline

The timeline below reflects key training activities required to implement Oracle Financials and Oracle Budget at UCR.

## Phase Key

Analyze
Design
Develop
Deliver
Evaluate







## Change Readiness Survey #3

Winter 2023 Assessment

Please take/ask your staff to take this brief survey to help the program team evaluate and adapt our support framework to best meet campus needs.

The survey should take ***no longer than 7 minutes*** to complete:

[https://ucriverside.az1.qualtrics.com/jfe/form/SV\\_9HVkfEQhEcCZsSW](https://ucriverside.az1.qualtrics.com/jfe/form/SV_9HVkfEQhEcCZsSW)

# Upcoming Training & Support

## Impact23 Program Calendar

<https://impact23.ucr.edu/impact23-calendar>

## Insider Newsletter

<https://impact23.ucr.edu/insider-newsletter>

## Impact23 January Town Hall - Monday, January 30 from 1:00-2:30 pm

Link to Register: [https://ucr.zoom.us/webinar/register/WN\\_dlpNsKNnRuey1Xs5FKOzxQ](https://ucr.zoom.us/webinar/register/WN_dlpNsKNnRuey1Xs5FKOzxQ)

Topics to include:

- *System Integration Testing*
- *Training Overview*
- *Support Framework*
- *Impact23 Summit (March Virtual Conference)*

## Past Events

Miss an event or want to rewatch? Recorded events are available to watch on-demand: <https://impact23.ucr.edu/recorded-events>.



## Impact23 KNOWledge Check

Are you becoming familiar with the new  
Chart of Accounts & POETAF?

Take the **Impact23 KNOWledge Check** to find out!

START QUIZ

A graphic with a blue background. In the center is a white circle containing the text "Question & Answer" in blue, with a thin orange horizontal line below it. To the left of the circle are three large blue question marks. To the right are three glowing lightbulbs with radiating lines. At the bottom, two hands in blue sleeves are shown, one on the left and one on the right, palms up, as if presenting the central circle.

## Question & Answer

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