



Project Status Report

Status as of June 16, 2017

Prepared by; Christopher Mercer, iNtegrate 2 Project Director; Leslie Obourn, SCI Engagement Manager

Summary

Item	Current Status	Prior Status	Status Notes
Overall Status	Yellow	Yellow	The overall status for the project remains Yellow due to delays in the Financials area, Integrations (NSHE and Campus) and Financials Reporting. Please refer to the detailed status below. Workday continues to develop the Payroll Accrual solution product update which is on track for delivery in mid-July 2017. The NSHE team will begin testing the Payroll Accrual solution on July 17 th .
❖ Overall Status – Functional Lanes	Green	Green	HCM
	Green	Green	Payroll
	Green	Green	Time Tracking
	Yellow	Yellow	Financials: Overall Status remains Yellow based on i) status of Budget configuration; ii) status of reporting; and iii) PCard implementation. Other functional areas remain green. The focus for the following week is on P4 testing, report development, confirmation of PCard configuration, & SREG development.
	Green	Green	Audit
❖ Overall Status – Technical Team	Yellow	Yellow	Integrations (NSHE): A few NSHE integrations are behind schedule but are being finalized and unit tested as part of P3. Full end-to-end testing will continue in P4.
	Yellow	Yellow	Integrations (Campus): Several campuses current have integrations at risk. The PMO is monitoring the status weekly and will continue to work with the campuses until resolved.
	Green	Green	Conversion (Financials)
	Yellow	Yellow	Reporting: Several baseline financial reports have been developed. The reporting team is better positioned to complete the body of work remaining for critical and high priority reports.
	Green	Green	Security
	Green	Green	Training

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❖ Overall Status – Training & Outreach	Green	Green	Change Management/Communication
	Green	Green	Testing
Schedule	Yellow	Yellow	Status remains Yellow based on the status of Financials.
❖ Schedule	Green	Green	HCM
	Green	Green	Time Tracking
	Green	Green	Payroll
	Yellow	Yellow	Financials: Status remains Yellow based on the status of Budget configuration, PCard implementation, and reporting.
	Green	Green	Technical Team
	Green	Green	Change Management/Outreach
	Green	Green	Audit
Budget	Green	Green	As of 5/31: SCI Hours % Complete: 83% of budget Project Plan % Complete: 84% complete
Personnel	Green	Green	The status of Personnel is Green. Please refer to the detailed status below.
❖ Personnel	Green	Green	HCM
	Green	Green	Payroll
	Green	Green	Time Tracking
	Green	Green	Financials
	Green	Green	Technical Team
	Green	Green	Change Management/Outreach
Project Risk	Yellow	Yellow	The status of Project Risk remains at Yellow due to Technical Integrations. Please refer to the detailed status below.
❖ Project Risk	Green	Green	HCM
	Green	Green	Payroll
	Green	Green	Time Tracking
	Green	Green	Financials: We continue to monitor several specific risks but have mitigation strategies in place to resolve.

Item	Current Status	Prior Status	Status Notes
	Yellow	Yellow	Technical Team: We have some key risks with several NSHE and campus owned integrations that have impact on this pillar. These risks are being monitored closely to prevent any impact on the timeline. All risks are documented in JIRA.
	Green	Green	Change Management/Outreach

Color Key	
Red	Project timeline is experiencing significant delay (4+ weeks) to schedule or project deliverables for critical tasks.
Yellow	Project timeline is experiencing a 2-4 week delay to the schedule or project deliverables for critical tasks.
Green	Project plans and activities are on schedule and issues and risks are being managed. Delays are less than 2 weeks for any critical tasks.

Key Accomplishments

Area	Accomplishment /Activity
HCM	<ol style="list-style-type: none"> 1. Core HCM <ol style="list-style-type: none"> a. Configuration: Addressed the following tickets: The details can be found in JIRA. b. Build Activities: Inactivated Conversion Reasons for the following business processes (Add Academic Appointment, Add Retiree Status, Job Requisitions, Hire, Period Activity, and Request Compensation Change). c. Conversion: Working Conversion JIRA tickets reported by the SME Validation team. The team started the week with 57 conversion tickets. We are closing the week with 55 tickets. d. Conversion: Mike and Jeff are working through Error Report Issues and P4 Build Programmatic Issues. 2. Benefits <ol style="list-style-type: none"> a. Configuration: Addressed the following tickets: Details can be found in JIRA. 3. Recruitment <ol style="list-style-type: none"> a. Configuration: Addressed the following tickets: Transferred over all offer letter solutions to P4. Recreated condition rules since they did not carry over, and slightly edited text fields and questionnaires, as per feedback from testing (HCM-276, HCM-292 through HCM-296). Transferred added step over to P4 and added Affirmative Action Officer to BP security - testing will be done soon (WCR-199). Transferred over offer letter solution for Period Activity Pay over to P4, although still in the process of pulling in correct calculated fields into the created document (HCM-277). See Jira tickets for further details. b. Configuration: In the process of recreating BIRT layouts for offer letter solutions, in order to fix issue below.

Area	Accomplishment /Activity
	<p>4. Absence Management</p> <ul style="list-style-type: none"> a. Smoke Testing: Completed Smoke Testing in P4. b. JIRA Tickets: Multiple tickets (HCM, Testing, Conversion, Change Mgmt). Daily monitoring of tickets is ongoing. Troubleshooting, reconfiguration, retesting and fixing of assigned & FAILED scenario tickets; Completing open tickets from End to End testing. c. Conversion: Reviewed data fallouts on P4 build to discuss next steps. Validated P4 configuration build. Worked conversion issues. d. Meetings: Cross Functional, NSHE and SCI Conversion Meetings, Cutover Planning, Absence Management Weekly Meeting, Project Checkpoint.
Time Tracking	<ul style="list-style-type: none"> 1. Smoke Testing and Tenant Validation: Completed tenant validation for P4 build, and completed P4 smoke testing in NSHE9. 2. Training/Knowledge Transfer: Trained Missy on updating the Period Schedule. She began updating the schedule for Monthly and Semi Monthly through 2019; I will verify upon her completion. 3. Time Clocks: End to End Testing (Drago/UNLV & Denise Madole/UNR) of time clocks completed in NSHE4. Drago continues to work with AccuTime on testing of the clocks. Work was completed with ATS to test using multiple time codes at the clocks, versus the default hours worked code only. Payroll was run in NSHE4 to view results of these transactions. 4. Cutover Planning: Discussed cutover planning during the Time Tracking Weekly Meeting. All hours from the 9/15-9/30 Payroll will be entered into Workday by Timekeepers, Managers, Payroll, etc. after Go Live for payment on the 10/10 paycheck. An EIB will not be used. Both North and South Payroll offices will move to bring any departments who are currently not being paid on the 1-15, 16-end of month schedule, into line with this schedule in August, before Go Live. This will begin as soon as Workday is available for catchup transactions in mid/late December. 5. JIRA Tickets: Multiple tickets (HCM, Testing, Conversion, Change Mgmt). Daily monitoring of tickets is ongoing upon completion. Troubleshooting, reconfiguration, retesting and fixing of assigned tickets & FAILED scenario tickets; Completing open tickets from End to End testing. 6. Meetings: HCM Conversion, Cross Functional Meetings, Parallel Payroll, Project Checkpoint, Time Tracking Weekly, AccuTime Weekly, Cutover Planning.
Payroll	<ul style="list-style-type: none"> 1. PERS Reporting - SCI has provided logic for attaching the PERS code to a run result to support PERS reporting. 2. Payroll Parallel: The team continued to validate Semi-Monthly employee (North/South) grosses & net amounts and identify variances between Legacy & Workday. More resources have been brought to the Project to help with validation to help speed up the process; Audra trained Stefania (a new Resource) on the process of validating the Net balances. 3. JIRA Tickets: Multiple tickets (HCM, Testing, Conversion, Change Mgmt). Daily monitoring of tickets is ongoing upon completion. Troubleshooting, reconfiguration, retesting and

Area	Accomplishment /Activity
	<p>fixing of assigned & FAILED scenario tickets; Completing open tickets from End to End testing.</p> <p>4. P4/Test scenario planning: Drago continued the creation of residual scenarios into P4 for testing. Those left over from End to End testing labeled as On Hold, Not Started and Postponed will be tested in P4; Audra will be creating Integration scenarios for P4 Residuals.</p> <p>5. Meetings: HCM Conversion Meetings (2x weekly); ADP Bi-Weekly Meeting.</p>
Financials	<p>1. Banking</p> <ul style="list-style-type: none"> a. P3 End-to-End Testing support. b. Added notification to Accounting Specialist that the bank reconciliation was denied by the Controller to the Bank Statement business process. c. Integration "INTF-S035D: ACH for Expense Reimbursement" successfully tested in P3 and two ACH Expense files were delivered to SFTP for B of A review and feedback. d. Test scripts for P3 created for ACH and Positive Pay integrations. e. Banking SMEs continue to stale date their old outstanding checks. f. Developed "Touch Point Banking" for end to end testing. g. Notification added to Ad Hoc Bank Transaction business process to notify Worktag Managers if transactions posted to one of their accounts. h. Added notification to the Cashier Manager when the additional worker comments on the bank statement line to the Review Bank Statement Line business process. i. Gaps in load of bank statement dates resolved. Daily bank statements are loading into NSHE5 and NSHE3. j. Working with campus for insight for use case of WD27 "Return Payments" report. k. UAT testing scripts created and submitted. l. P4 test scripts created and submitted. m. Determine accounting for Pooled Cash for System Admin and Investment Accounting. <p>2. FDM</p> <ul style="list-style-type: none"> a. Updating FDM in Workday based on load issues and coordinating with Campus users for WAX updates. b. Coordinated conversion data validations in P3 for beginning balances & journals. c. WAX updated with most recent Advantage data and has been reopened for ongoing updates - prep for P4. d. Presented new FDM value request to controllers in advance of governance committee meeting. e. Discussion about WAX and use to capture additional security roles allowed by WD28. <p>3. Financial Accounting</p> <ul style="list-style-type: none"> a. Worktag balancing "lite" was approved at previous controller's meeting. b. Updated and customized reports are in progress and will be available for P4. c. Outstanding JIRAs have been grouped and progress is being made on outstanding JIRAs.

Area	Accomplishment /Activity
	<ul style="list-style-type: none"> d. Project team completed FDM new value requests with recommendations and presented to controllers. e. Follow up payroll meeting for finance and payroll is scheduled for 6/19 to understanding payroll functionality. f. Previewed financial reports in development with SA and received consensus on dropping SROs from Workday reports and that company information in WD will be exported to format FYE financial statements. <p>4. Budgets</p> <ul style="list-style-type: none"> a. P4 validations underway by designee for configuration and by SMEs for converted data. b. Updated Budget reports list and created several new layouts to start the discovery process. c. Continued development and testing of prototype Manager Balance and Activity reports. d. Updated report and EIB to manually update the Budget control level (Foster Parent) as P3 copy did not migrate successfully. This update process is supported manually by the BA during test as the automatic update process does not work. (see issues). e. Workday released new Budget Amendment process this past weekend. Configured the options to utilize and conducted tests. One issue has been encountered. Training material will need to be updated to reflect the change in functionality. f. Reviewed suggested changes to Budget Amendment tracking (field called Amendment type) with SMEs and gathering input to finalize standard list and usage. <p>5. Business Assets</p> <ul style="list-style-type: none"> a. Asset Report Review & specs being compiled Amy & Tazeen. b. Cutover plan testing in progress. c. Tenant Validation completed for assets. <p>6. Projects</p> <ul style="list-style-type: none"> a. Tenant validation in process - hierarchy on default project Worktags corrected. <p>7. Customer Accounts</p> <ul style="list-style-type: none"> a. Validation of P4 Tenant configuration. b. Met with consultants to gain a better understanding of new functionality/configuration for departmental billing and reports. c. Reached out to Controllers regarding plans for use of Record Cash Sale functionality. Responses already received. <p>8. Expenses</p> <ul style="list-style-type: none"> a. Reviewed Job Aids Again. b. Worked on clearing FIN-Projects - Expense Jira Tickets. c. Submitted Residual End to End Test Scenario to be uploaded. d. Working on Validation of P4 Tenant. <p>9. Grants and Effort</p>

Area	Accomplishment /Activity
	<ul style="list-style-type: none"> a. Reviewed and updated the award extracts for P4. b. Sent the draft Effort Certification Survey to all campuses for their feedback. <p>10. Procurement</p> <ul style="list-style-type: none"> a. New PCard files have been requested and received from JP Morgan. b. Demo/Work session was presented on 6.9.16 to PCard SMEs. c. CDW-G Punch-out is complete: PO and eInvoicing. d. P4 validation. <p>11. Supplier Accounts</p> <ul style="list-style-type: none"> a. P4 Supplier Accounts test Scenarios complete - Need to add PayMode test. b. All FIN's and TCH have been reviewed. c. No Change orders.
CM/Outreach	<p>1. CM-Communications</p> <ul style="list-style-type: none"> a. Central Training Repository custom code in security review. b. UAT Scenarios developed, assigned and calendar set for SA UAT activities. c. Getting Started activities and prep for UAT sent to all UAT testers for SA. d. Change Management Strategy Sessions with Institutions' liaisons. <p>2. Training</p> <ul style="list-style-type: none"> a. TLG meetings are now weekly combining with UAT update meetings with Testing Coordinators. b. Curriculum job aid development continues. Significant HR job aids being finalized and additional Finance aids being worked on. Also completed Budget users guide to assist testers during UAT. c. Training calendar has been completed for all campuses NSHE team is training. (All except UNR and UNLV). d. Final grants training completed at CSN. <p>3. Testing</p> <ul style="list-style-type: none"> a. Meetings: Participated in various meetings with FIN, HCM, Payroll and Tech teams, SMEs, TLGs and PoCs. b. Team Support: Worked with the consultants, leads, designees, and BAs for upcoming testing. Meeting with teams in preparing for UAT and P4 End to End. c. Campus Support: Worked with campus testing coordinators in preparing for UAT. Provided weekly updates on UAT progress. d. Continued loading UAT and Residual End to End test scenarios.
Technical	<p>1. FIN Conversion</p> <ul style="list-style-type: none"> a. Completed P4 Tenant Validation. b. Campuses worked on P4 data conversion validation. c. Audit of security role assignments performed in P4 to find missing role assignments. d. Updated Position ID Crosswalk sent to budget team as they prepare their Position Budget files. <p>2. Integrations</p> <ul style="list-style-type: none"> a. Migrated integrations from NSHE3 and NSHE4 to new P4 tenant (NSHE2).

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	<ul style="list-style-type: none"> b. Had campuses (WNC and CSN) start participating in the validation of the Student Financials data that was loaded into the P3 tenant for 4/13 - 4/16. c. Completed development on the Student Worker Work Study Payroll input integration and moved into unit testing. d. Loaded another set of credit card transactions into the P3 tenant for UNLV for 5/7 - 5/13. <p>3. Reporting</p> <ul style="list-style-type: none"> a. Secured additional report development hours for 2 SCI consultants to assist with the Financial reports. b. Resolution of reporting items from P4 build exception audits and data team log completed.

Upcoming Activities

Area	Dates	Upcoming Activities
Core HCM	On-Going	Complete 5 Feedback / Design Enhancements Changes. Working on tickets: HCM-127, HCM-242, HCM-86, WCR-269, HCM-288 and HCM-275.
Benefit	On-Going	Complete 2 Feedback / Design Enhancements Changes. Working on tickets: WCR-202, HCM-195 (Pending Requirements), HCM-189, HCM-245, and HCM-60.
Recruitment	On-Going	Complete 3 Feedback / Design Enhancements Changes. Working on tickets: HCM-277, WCR-265, WCR-199, and HCM-70.
Absence Management	3/20-3/25	Continue work on changes to Faculty Sick Accrual. Pat met with HRAC on 1/19, and a document is being developed for review and approval before the next HRAC meeting.
	Ongoing	Continue testing proposed solution for Worker's Comp buyback with Payroll.
Time Tracking	Ongoing	Collaborate with Workday on implementing Worktag brainstorm re: Worktags for those with multiple account lines.
	TBD	John to check on OT requirements for those getting paid less than 1 1/2 times the minimum wage - needs to meet with Legal (HCM-40).
Payroll	TBD	Configure Work Study. SCI is prototyping a calculation to determine the award for a student from a generic time entry code.
	16-Jun	Mid-Term Academic Pay Testing.
	4/24 - 6/16	Payroll Parallel Complete Monthly Variance research and begin Semi-Monthly compare.
Banking	ongoing	B of A is working internally to assign internal team to PayMode implementation for other campuses.
	Ongoing	Determine how best to have the reconciled Bank Recons done in WD by July-Sept 2017.
	Ongoing	TCH-1911 - Unit Testing - testing confirmation 6/8/17 for multiple days.

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	Ongoing	TCH-1901 Troy Check Printing - pending IT support to move forward, Michael Bakker is researching - Ursula is working with Michael 6/7/17.
	ongoing	FIN-2054 Make sure that BCS is able to print checks from BCN payroll -will be discussed/finalized during controllers meeting.
	ongoing	FIN-1324 Create/update functional process documentation - need to understand how to update.
	ongoing	FIN-1280 Current SA Pooled Cash Accounting - meeting successful 6/7 - Daly and Tazeen will update FNR in NSHE 3 and NSH4 - should be able to close after FNR have been updated.
	ongoing	FIN-2053 Notification of Wire Specialist when wire settlement is processed - pending response from Yvette and Brian about questions that we have.
	ongoing	FIN-2067 Order serialize deposit slips for cashiers need to confirm last 4 digits of deposit accounts 6/8/17 then bank can order slips.
	ongoing	FIN-2041 - provide reporting requirements for Cashier Deposits - pending PeopleSoft data integration.
	ongoing	FIN-1717 Return payments - pending PeopleSoft data Integration.
	6/19	FIN-804 System admin cash for pooled cashed - meeting successful 6/7 - Daly and Tazeen will update FNR in NSHE 3 and NSH4 - should be able to close after FNR have been updated.
	soon	WCR-325 - Bank Statement event business process needs a restriction update to the process.
	new	WCR-390 - Banking Transaction auto reconcile prior to being approved - Tazeen is researching.
FDM	TBD	Develop plan for updated and verifying crosswalk mapping between P3 and P4.
		Develop plan for FDM new value requests post go live.
	15-May	Develop plan for cutover and process for deactivating accounts at FYE in Advantage and consequences in WD.
		Establish Governance committee; selection still pending for one member.
Financial Accounting		Continue review of reports, determine which are required, and priority.
		Work on campus Allocations and JV Loads for testing.
		Test proto-type reports as they are being developed.
		Reaching out to campuses to follow-up and improve month end and year end close.
		Design and develop the workarounds that are needed for Lite Worktag balancing-these impact Supplier Accounts and Financial Accounting.
		Test new functionality for Accounting Adjustments to Operational transactions.
		Plan for ongoing security role data collection and updates.
Budgets	TBD	Pending policy/procedure decision on REGIA and workaround requirements (Michele Meador document discussed with CEC review).
	TBD	Work with Financial Accounting on Manager report development.

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Area	Dates	Upcoming Activities
	TBD	Continue Budget report specification and development.
	TBD	Configure and test budget year-end rollover configuration.
	TBD	Configure and test budget sweep allocations - will need to be custom report and EIB combination. Current budget does not support allocations.
	TBD	Test PERS reduced wages new compensation plan solution for Budget encumbrance and reporting. - New Comp plans will not be added to P4 until testing is complete by HCM, PAY, FIN.
	23-Jun	Test approaches for combining grant and program budgets for State Reporting.
Business Assets	30-Jun	Test JV for cutover plan ledger balance movement - Need to process this by fund with Worktags.
	16-Jun	Testing Asset Load with Depreciation Start Date in Prior Month for Cut Over Plan underway.
	23-Jun	Creation of Default Cost Center for legacy asset conversion in process - mocking up a report for schools to show default assets in controller's cost center by default Worktags.
	23-Jun	Processing requests from UNLV for customizations and reports requested for Integration.
	30-Jun	Finalization of cut-over planning.
Projects	5/31	Further discussion required for Project roles having adequate access to invoice detail. i.e.: Project Manager will need to see the invoice detail to be able to review the project in the level of detail necessary for a thorough review. This will be an issue for other functional areas also.
	6/15	Reviewing and compiling Project Reporting needs/requests - Met with Cynthia and waiting to see her finalized reports.
	Ongoing	Project Configuration Documentation updated.
Customer Accounts	Ongoing until go-live	Prepare for Cutover.
	19-Jun	Prepare for P4 UAT & Residual testing.
	Ongoing	Continue to make connections and build relationships with identified end users and potential end users.
Expenses	Ongoing	Open Jira Tickets -Travel Card- FIN-2230 / Will be implemented Post go Live - A discussion needs to be had with NSHE Leadership regarding the time and implementation process for the Travel Card Post-Go-Live. -Reporting -Spend Authorization Roll-Over (not available- I voted on community, but we need to figure out what we are going to do post go live for cash advances.).
	TBD	Payment Election - After go live - Audra Kane created a Jira ticket on HCM side for On-boarding.

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Area	Dates	Upcoming Activities
	on going	Expense Reports. - i.e. Outstanding Spend Authorizations/Cash Advances for Cost Centers, Department Accountant or Financial Administrative Assistant Role.
	Post Go Live	Travel Card Business Process FIN-2230- Will continue to work on business process, but will be implemented post go live.
	16-Jun	Validate P4 Tenant for Expenses.
Grants and Effort	TBD	Exploring option to create Budget Template via EIB in order to load award budgets. Currently, this has to be done one-by-one through the user interface.
	on going	Continue to work on award conversion activities.
	15-Jul	Continued to finalize report development and provided samples for the reports.
	15-Jul	Completion of outstanding JIRA tasks.
	16-Jun	P4 Tenant Validation.
Procurement	ongoing	Continue working on open JIRA tasks.
	ongoing	Update Procurement Process Documentation.
	23-Jun	Continued Discussion of PCard requirements.
	31-Jul	Report Requirements.
	31-Jul	Procurement and Supplier Accts continue work with SReg team.
	31-Jul	Cutover (go live) Planning.
	15-Aug	Development of standardized T&Cs for the Business Centers thru NSHE Legal.
Supplier Accounts	99% complete	1099 Process - Shawn created a JIRA for the Project team to approve a name change to the System Administration Company that is the "single legal entity" that the 1099 rolls up to. The name change is required as the legal reporting agency.
		Cut over process in discussion - tentative dates of last settlements and open items that may need converting or closed in advantage and re-entered in WD, last settlement run 9/27, clearing advances, petty cash and scheduled cleared out of advantage and start over in workday. Discussed urgent pays during this period that may require PCard vs transactions in advantage so that financial/banking data is not impacted.
		Create How to Do help text for job aids - continue to work with Caleb to develop.
FIN Conversion	Ongoing	Reviewing and working conversion JIRA issues.
	6/8 - 6/9	Tenant Validation (BAs/Designees) – COMPLETE.
	6/14 - 6/16	Conversion Validation (Campus Validation teams) – COMPLETE.
	6/19 - 6/27	Validation of June data conversion Extracts - Not Started.
Integrations	June	Design and coding of the Student Worker/Work Study integrations in time for P4 testing.
	June	Complete configuration of remaining Punch outs (Amazon, Office Depot).
	June	Complete Development on the PERS Employee Contributions Integration.
	June	Complete development of reports related to Troy check printing.

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Area	Dates	Upcoming Activities
	June	Complete development on the employee file to Lawroom.
	June	Complete updates to the FDM and Ledger Worktag Mapping integration.
	June	Complete PERS Reduction Comp Plan update integration.
	week of June 12	Migrate integrations to P4.
	May - July	Finish Build DA reviews on SCI developed integrations.
Reporting	May/June	(In Progress) 46% of HCM and FIN NSHE standard reports are in progress or complete and ready for review (12% in progress, 32% in review). Note change in progress partially due to edits from new/adjusted requirements + splits of Jira tickets to address requested alternate versions.
	June	Planning: P4 custom report cleanup and audits.
	June	IPEDS reports specifications discussion in progress and report builds started.
	20-Jun	IPEDs reporting in Workday (weekly).
	28-Jun	Bi-weekly Reporting lane meeting with the campuses.
	19-Jun	Data Governance Meeting.
CM-Communications	thru October 2017	Weekly Project Update.
	thru 6/14	Central Training repository development.
	16-Jun	Custom Workday Training worklet development for WD homepage.
	Early to mid-April	Meet with Customer Service team to plan for SCS's Office 365 implementation to ensure no impact to iNtegrate 2 project.
	6/19	Orientation for SA UAT testers.
	thru June 2017	Continued Planning for UAT with PoCs.
	ongoing	Workday Training: population estimations of power users, light users, and everyone in between in development.
	ongoing	Workday launch campaign discussions have started.
	ongoing	Workday faculty outreach brainstorming.
	ongoing	HRMS/Workday cutover strategies communication.
	ongoing	Workday change in benefits split communication.
Training	on-going	Continue job aid assignment and review in preparation for UAT testing.
	on-going	Campus Delivery Plans are on Google Drive for each campus. As discussions continue the conversations are captured on each campus workbook.
	7/11 & 7/12	Train the Trainer in Las Vegas.
	23-Jun	Training Tool kit packets with detail instructions for logistics for training to be given to TLG by Linda.
Testing	6/19-6/23	Continue discussions on User Acceptance Testing within the Test Team, and with designees, leads, Campus Testing Coordinators and PoCs. Work with designees on scenarios P4 End to End testing.

Area	Dates	Upcoming Activities
	6/19-6/23	Load scenarios for P4 Residual End to End testing.
	6/19-6/23	Participate in functional team, TLG, UAT, POC, reporting and integration meetings.
	6/19-6/23	Finalize names for P4 Residual End to End testers.

Planned Time Away

Dates	Team Member
June 15-21	Matt Garland
June 23	Lauren DeVera
June 21-23	Audra Kanae
June 23-30	Sharon Thygesen
June 26 – 30	Michelle Briggs
Fridays through 6/30	Mike Smith
July 3	Amy Liotti-Polo Lauren DeVera Jane Kober Daly Costanza Linda Moore
July 3-7	Yvette Walton Michele Meador Ursula Price Ashley Ruen
July 3-14	Margaret Walsh
Through July 5	Donna Cruzado
July 10-11 Workday Altitude	Ashley Ruen Steven Sullivan Heather Jansky
July 12	Michelle Briggs
July 13-14	Katrina Pitts
July 17-21	Mary Stoltz Leslie Obourn Chris Mercer
July 24 – 28	Nancy Kelly Kanchana Marimuthu

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Dates	Team Member
July 31-August 4	Kim Beers Ashley Ruen
Aug 7-8	Jane Kober
Aug 14 – 23	Michael Bakker
Aug 14 – 25	Pat LaPutt
Aug 21-23	Mike Smith

Key Issues <A systematic and comprehensive plan has been developed and will be put in place to address the issues, as well as the timeline that we are now be driving to>

#	Key Issue	Criticality	Owner	Resolution Target Date	Resolution Plan
TCH-2015	SReg is behind Schedule	High	Steve Creswell	16-Jun-17	<p>A decision was made to deploy a UNLV version of SREG rebranded for NSHE. This is a stop-gap measure until the NSHE SREG can be completed and deployed.</p> <p>The team is working on a transition plan to move from the temporary to the NSHE version of SREG.</p> <p>The team is prioritizing the items necessary for the NSHE version of the application to go live.</p>
HCM-297	Payroll Parallel Testing is Behind Schedule	Highest	Leslie Obourn	16-Jun-17	<p>The P3 Parallel Testing is slow-going and at risk for completion in May. The following actions have been taken:</p> <ol style="list-style-type: none"> 1) Daily checkpoints have been scheduled. 2) Specific assignments will be made for items yet to be researched. 3) Variance reports will be updated nightly. 4) Additional staffing added from UNR and the Vice Chancellor's office.
TCH-2074	Loading of Worker Locations is needed for testing OKTA Identify Management	High	Michael Bakker	19-Jun-17	<p>For identity management, most campuses would need to segment users based on location. This means that worker location within Workday needs to be assigned to test out these processes. Today, workers are defaulted to a particular location. As a project, we need to determine when we can get worker location information into Workday to support ancillary processes that rely on this information.</p>

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#	Key Issue	Criticality	Owner	Resolution Target Date	Resolution Plan
FIN-1732	Payroll Accrual	Highest	Leslie Obourn	21-Jul-17	Workday has confirmed the product updates to be delivered in mid-July 2017 and the project team has been briefed. Next steps are to complete configuration, a new PERS Reduction integration, and testing plans for the go-live solution.

Milestones

Milestone	Status (RYG)	Baseline Due Date	% Complete	Date Complete
P2 Playbacks	Green	November 11, 2016	100%	11/11/2016
P2 System Testing (HCM, Payroll, FIN, Integrations)	Green	November 14, 2016 – January 27, 2017	100%	1/27/2017
Payroll Parallel (P2) Begins	Green	January 27, 2017	100%	2/3/2017
Run P3 Data Extracts & Validate	Green	January 31, 2017	100%	2/3/2017
Begin Build of P3	Green	February 6, 2017	100%	2/6/2017
P3 Playbacks	Green	March 13, 2017	100%	3/16/2017
E2E Testing (P3) Begins	Green	March 13, 2017	100%	3/20/2017
Payroll Parallel (P3) Begins	Green	March 13, 2017	100%	3/20/2017
Payroll Parallel (P3) Ends	Yellow	May 5, 2017	100%	6/16/2017
Begin P4 Build	Green	May 15, 2017	100%	5/15/2017
User Acceptance Testing (P4) Begins	Green	June 19, 2017	100%	6/19/2017
End-User Training Begins	Green	August 7, 2017 (Tentative)		
Build Production Tenant	Green	September 4, 2017 (Tentative)		
Move to Production (Go Live)	Green	October 2, 2017 (Tentative)		