



Project Status Report

Status as of Aug 4, 2017

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Summary

Item	Current Status	Prior Status	Status Notes
Overall Status	Yellow	Yellow	The overall status for the project remains Yellow due to delays caused by the Payroll Accrual solution, a few Integrations (NSHE and Campus) and Financials Reporting. Please refer to the detailed status below. SCI and NSHE team members are wrapping up the testing of the Payroll Accrual solution. A demonstration of the solution will be provided to the campuses next week. The testing of Payroll Accrual and PERS Reduction solutions will continue thru August 11 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 testing (delayed due to Payroll Accrual); ii) status of reporting (delayed due to Payroll Accrual); iii) SReg and iv) Award Cleanup. Other functional areas remain green. The focus for the following week is on wrapping up P4 testing, reports and NSHE 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 are in testing. All integrations are scheduled to be complete and ready for go live on October 1 st .
	Yellow	Yellow	Integrations (Campus): Several campuses currently 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 team has recently completed the priority reports for HCM that are now being tested. Some of the Financial reports are lagging due to the Payroll Accrual solution but will be ready to support the October 1 st go live.
	Green	Green	Security

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Item	Current Status	Prior Status	Status Notes
❖ Overall Status – Training & Outreach	Green	Green	Training
	Green	Green	Change Management/Communication
	Green	Green	Testing
Schedule	Yellow	Yellow	Status remains Yellow based on the Payroll Accrual solution.
❖ Schedule	Green	Green	HCM
	Green	Green	Time Tracking
	Green	Green	Payroll
	Yellow	Yellow	Financials: Status remains Yellow based on the status of Budget testing and reporting, both impacted by the Payroll Accrual solution.
	Green	Green	Technical Team
	Green	Green	Change Management/Outreach
	Green	Green	Audit
Budget	Green	Green	As of 6/30: SCI Hours % Complete: 85% of budget Project Plan % Complete: 85% 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: Updated job profile, Program Officer 1 (07.649) and removed the Classified Tested category (WCR-414), Updated the system to allow for LOA and Temporary Hourly to By Pass Recruitment (WCR-398), Configured Auto Progression Custom Object and 3 Custom Fields (WCR-237), Added Help Text to Submit Resignation (WCR-434), Updated SA, UNR, and UNLV Mailstops to allow for Contingent Worker as Self (WCR-455). The details can be found in JIRA. Tickets Addressed that Didn't Result in Any Changes: WCR-458 and CNV-675. b. Conversion: Working Conversion JIRA tickets reported by the SME Validation team. The team started the week with 61 conversion tickets and has closed the majority of these items. c. Conversion: Mike and Jeff are working through Error Report Issues and P4 Build Programmatic Issues. 2. Benefits: Configuration: Addressed the following tickets: Details can be found in JIRA. 3. Recruiting: Configuration: Updated the Existing Candidate Grids (WCR-275 / TST-27619 / TST-27620), Showed How to Change Background Check Status (TST-16588, TST-16766, TST-16638, TST-21768, WCR-188, TST-16817, and HCM-115). The details can be found in JIRA. 4. Absence <ol style="list-style-type: none"> a. 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; Completed and/or continued

Area	Accomplishment /Activity
	<p>work on HCM-50, HCM-211, WCR-419, and WCR-302. Details can be found in JIRA.</p> <ul style="list-style-type: none"> b. Absence SME Meeting: Reviewed open change requests. Confirmed leave payout processing. Discussed plans for cutover to Gold. c. Meetings: Cross Functional, NSHE and SCI Conversion Meetings, Cutover Planning, Absence Management Weekly Meeting.
Time Tracking	<ol style="list-style-type: none"> 1. DRI Exception Request: Cindy Littlefield confirmed that DRI Exception Request in NSHE2 (WCR-291) is working as requested. This ticket has been closed. 2. Time Clocks: We have moved the testing of the timeclocks to NSHE2 to test with all other HCM/Pay Transactions, as well as do end to end testing. The team continues to work with AccuTime on any issues. Working with ATS to get the managers moved over to the clocks for administrative purposes, without having to move all exempt employees. 3. Time Tracking Weekly Meeting: Discussed alerts that should be written for time tracking - Time Not Submitted, Time Not Approved. The team will work next week on determining the timing of those alerts as part of the Payroll Processing Checklist meeting in Las Vegas. 4. 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, and any issues from UAT testing. 5. Configuration: Enter Time Rounding change to 6min w/2min breaker per HRAC. End to End testing the new rounding configuration with success. 6. Meetings: HCM Conversion, Cross Functional Meetings, Parallel Payroll, Project Checkpoint, Cutover Planning, Time Tracking Weekly Meeting, AccuTime Weekly.
Payroll	<ol 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 fixing of assigned & FAILED scenario tickets; Completing open tickets from End to End testing. 4. Payroll Integrations: Continue to regularly test Integrations Input files and Remittances for all Vendors for accuracy, validation and Vendor feedback. 5. Payroll Crosswalk Update: Update to All Earnings and Earnings Costing Allocations identifiers. 6. Meetings: HCM Conversion Meetings (2x weekly); ADP Bi-Weekly Meeting.
Financials	<ol style="list-style-type: none"> 1. Banking <ul style="list-style-type: none"> a. P4 End-to-End Testing support.

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	<ul style="list-style-type: none"> 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 P4 and nine ACH Expense files were delivered to SFTP for B of A review and feedback. d. Test scripts for P4 created for ACH CCD, PPD 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 NSHE2 and NSHE3. j. Working with campus for insight for use case of WD27 "Return Payments" report. k. UAT testing began with minimal issues. l. P4 test scripts began worked on with minimal issues. 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. FDM Governance meeting held 7/26/17. Follow up is needed. d. WAX meeting to discuss incremental load of Worktags. e. WAX meeting to discuss terminated employees. f. Started discussion on process for new Worktag requests post go live. g. Follow up on outstanding Spend Category project team open values. Work Study and Student Wages area complete. <p>3. Financial Accounting</p> <ul style="list-style-type: none"> a. Advance routing of approvers - completed testing. b. Completed performance testing for items configured. c. Outstanding JIRAs have been discussed as to pre-and post-go live. Continue to follow up. d. Project team waiting on FDM Governance decisions on new values. e. Moved 4 reports to testing with scenarios including 3 trial balance variations. f. Continue to work on financial report proto-types and developing reporting hierarchies. <p>4. Budgets</p>

Area	Accomplishment /Activity
	<ul style="list-style-type: none"> a. Worker costing report moved to system testing-tests being developed. Continued development of other reports needed. b. Design meeting on reporting State appropriation of grants - need both Award and fiscal year budgets. Attended demo on SA/EPSCOR award and grant setup using similar approach as for Land Grants. Adapted proposed solution for Land Grant funds to also apply to System Admin. budgets. c. Position budget adjustment workaround proposed by Workday in testing. d. Testing of Pay date and PERS reduced wages in NSHE: Setup sample workers across institutions, worker types and with varying cost distributions. Payroll advanced and processed for June and July. Confirmation of results underway. e. Supporting security role additions needed for budget to actual reports (cost center financial analyst role needed at appropriate levels). Supporting mapping changes for new capital ledger accounts needed to support multi-book encumbrances. f. Completed budget performance testing. <p>5. Assets</p> <ul style="list-style-type: none"> a. Troubleshooting UAT Testing & UAT support - three scenarios did not kick off asset registration. The bug was identified and a ticket submitted with Workday. For now, it will be a training issue with Supplier Accounts. b. Research for ledger mappings and legacy data conversion. <p>6. Projects</p> <ul style="list-style-type: none"> a. UAT Testing support. b. Project training document approved. c. Project configured to allow project created with Grant Funds. This needs to be tested. Talk to Vicki @ DRI regarding details. Coordinate with Jane/Samir & Lauren. <p>7. Customer Accounts</p> <ul style="list-style-type: none"> a. Completed configuration changes provided by Workday for workaround of Bad Debt Write-off in NSHE10. Subsequent testing in NSHE10 revealed no issues and workaround eliminates confusion. This is resolved and JIRA FIN-2107 has been closed. Config changes will be made to NSHE2 as well. b. Continued analyzing WD delivered reports and need for custom reports to separate out Sponsor data from Customer data (FIN-1023). Met with Grants report writer to possibly leverage reports being developed by that team. c. Adequate progress related to P4 UAT and Residual testing. Minimal concern with those scenarios not completed. Meeting with UNR Medical School the week of 8/7 and 8/14. d. Completed testing Invoice and Statement logo for UNR - Passed! This is closed. TCH-1906 and TCH-1907. e. Expenses. f. Worked on clearing FIN-Projects - Expense Jira Tickets and TCH Jira Tickets. g. Reviewed Cutover Document.

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	<ul style="list-style-type: none"> h. Tested new configuration regarding the requirement for contingent worker Worktag requirement on cash sale for the return of cash advance, petty cash fund, change fund. Still in progress. 8. Grants <ul style="list-style-type: none"> a. Continuation of Award Clean-up. b. Demo to SA set up of their awards with sub awards. 9. Procurement <ul style="list-style-type: none"> a. PCard issue when splitting a transaction line was resolved. b. 2nd iteration for d'duping of Supplier files from Advantage received by procurement designee. c. UAT testing is ~56% complete. d. Residual testing is 99% complete. e. UAT testing by UNLV Purchasing staff was done this week. 10. Suppliers <ul style="list-style-type: none"> a. Rhonda submitted mapping for 1042 report to Hari for the financial side. Marianne was on PTO this week so HCM hopefully will be submitted next week. b. P4 Supplier Accounts Test Scenarios complete. c. All FIN's and TCH have been reviewed. d. WCR-432 Done - Added link for document imaging.
Technical	<ul style="list-style-type: none"> 1. FIN Conversion <ul style="list-style-type: none"> a. Completed the load of incremental Worktag changes/additions (5/5 - 7/12) into NSHE6 in support of Award entry. b. Compiled crosswalks, FDM and non-FDM, for the August Validation cycle. 2. Integrations <ul style="list-style-type: none"> a. Completed testing on the following integrations in P4: ASI Flex, Legal club of America, Eye Med, American fidelity Enrollments and Remit, Western Insurance Enrollments, MetLife Enrollments, Thomas and Mack Payroll input, T2 Parking deductions, E Pay Enrollment, Bank Reconciliation, ACH for Expense Reimbursements. b. Completed testing on the Expense Reimbursement ACH files.... Bank of America reported that there were no errors on the files. c. Testing started with the campuses on the PeopleSoft Student Financials integrations on 7/24/2017. d. Defined the test scenarios for the Student Worker Eligibility/FICA Exemption integration and the OASDI Update Integration. 3. Reporting: Custom reports completed and ready for unit test since last week: <ul style="list-style-type: none"> a. R07 (TCH-1394) - IPEDS B2 - Full-time Non-Instructional Staff by Occupational Category and Tenure Status - HCM - CR (NSHE). b. R07 (TCH-1394) - IPEDS B2 - Full-time Non-Instructional Staff by Occupational Category and Tenure Status - HCM - CR (NSHE) – 2. c. R07 (TCH-1394) - IPEDS G -Salary Work Sheet - HCM - CR (NSHE). d. R07 (TCH-1394) - IPEDS D - Part-time Staff by Occupational Category - HCM - CR (NSHE).

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	<ul style="list-style-type: none"> e. R07 (TCH-1394) - IPEDS D - Part-time Staff by Occupational Category - HCM - CR (NSHE) – 2. f. R07 (TCH-1394) - IPEDS D - Grad Assistants - HCM - CR (NSHE). g. (TCH-2216) Data Audit – Balance Controlled to Actual Validation.
CM/Outreach	<ol style="list-style-type: none"> 1. CM-Communication <ol style="list-style-type: none"> a. Workday Coming October 2 stickers produced and 200+ sent to each institution. 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. Posted updated job aids to the online NSHE Workday training repository. e. Sent reminder to benefits eligible classified staff of change to deduction schedule happening in October with Workday. f. CM liaisons voted on three out of six posters to have printed for their campuses. Posters sent to press. Each campus will get 200+ of each of the three posters. g. Supported UAT help desk. 2. Training <ol style="list-style-type: none"> a. Curriculum job aid development continues. There are currently over 100 job aids created. b. Final preparation was completed for NSHE trained classes. Linda met with all campuses to confirm class outlines and schedules. c. OKTA was configured in NSHE8 and activated at the campuses on 8/1/17. Training tenant is now a SSO tenant. d. Campuses began sending class confirmation notices with Getting Started Guide attached. e. Campuses began sending in their list of participants and the NSHE team began whitelisting those workers. 3. Testing <ol 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 with current testing. c. Campus Support: Provided support to the Campus Testing Coordinators as they finished UAT. d. Continued loading P4 Residual End to End test scenarios.

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.

Area	Dates	Upcoming Activities
Benefits	On-Going	Complete 2 Feedback / Design Enhancements Changes. Working on tickets: HCM-189 (Pending Client Requirements), and HCM-60.
Recruiting		Complete 3 Feedback / Design Enhancements Changes. Working on tickets: HCM-277, WCR-363, WCR-399, WCR-400, WCR-412, WCR-415 and WCR-422.
Absence	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.
	through 8/25	Payroll Parallel Complete Monthly Variance research and begin Semi-Monthly compare.
Banking	ongoing	Payment integration settlement run testing (combos ACH with Check) issues that Daly and team is working on in P4 - making great progress but still finalizing items.
	Ongoing	TCH-1911 - Peoplesoft Unit Testing - open testing to all campuses 7/27/17.
	Ongoing	TCH-1901 Troy Check Printing - moving forward with format details sent to Troy 8/3/17 - UNLV format has been sent to TROY.
	ongoing	FIN-1324 Create/update functional process documentation - need to understand how to update.
	ongoing	FIN-1280 Current SA Pooled Cash Accounting - Met with Tazeen and Cynthia late last week, making progress. Determining most efficient way to allocate the sweep.
	ongoing	FIN-804 System admin cash for pooled cashed - Met with Tazeen and Cynthia late last week, making progress. Determining most efficient way to allocate the sweep.
	ongoing	FIN-2041 - provide reporting requirements for Cashier Deposits - pending PeopleSoft data integration 8/4/17.
	ongoing	FIN-1717 Return payments - pending PeopleSoft data Integration 8/4/17.
	ongoing	FIN-2053 / WCR-439 Notification of Wire Analysts when wire settlement is processed - Pending IT response - once set up, we can test accordingly 8/4/17.
	7/29/17 - pending	FIN-2445 New Spend Category Escheatment - Taryn is finishing up the set up this week 8/4/17.
	7/20/17 - pending	WCR-438 Ad hoc Bank Transaction (first notice rule) BP if denied/canceled, they get sent back to IT team (who did the integration), Tazeen updated and we are waiting for the FNR to run again to test (hopefully in the next couple of days) 8/4/17.

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Area	Dates	Upcoming Activities
	6/8/17 - pending	WCR-390 - Banking Transaction auto reconcile prior to being approved - Tazeen has submitted a case with WD, according to WD, its working correctly, we agree that the design does make sense but I have asked them to look at the 'saved for later' status.
FDM	Week of 7/31	Need to make changes in Workday for all approved new FDM values.
	Week of 7/31	Need to send FDM Governance information on RC and journal sources for committee email vote to complete updates to FDM.
		Develop plan for FDM new value requests post go live.
Financial Accounting		Need to agree on format for Payroll reconciliation reports, summer school and compensated absence accrual reports.
		Continue work on verifying average daily balance calculations and reports needed to make the information useful.
		Test proto-type reports as they are being developed.
		Update month end checklists in Workday with requested revisions.
		Follow up on reporting hierarchies needed to present budget vs actual reports for Board and other SA reporting formats.
		Develop basic campus statistics and allocation of investment income from average daily balance calculations.
		Continue work on Student Financials integration testing.
Budgets	10-Aug	Configure and test Position budget adjustment workaround proposed by Workday with Matt Luby.
	TBD	Work with Budget SMEs and Financial Accounting on Budget and Budget to Actual report specification and development.
	TBD	Configure and test budget year-end rollover configuration.
	TBD	Configure and test budget adjustments for sweep and year-end. Workday does not support parent/child rollover, so this will need to be custom report and EIB combination.
	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. Testing done jointly with Pay date testing.
	TBD	Fix for academic pay calculation for PERS reduced wages.
Assets	21-Jul	Test JV for cutover plan ledger balance movement - Need to process this by fund with Worktags. The test JV is 50% complete should have Daly load next week for testing. This has been suspended to work on the testing of the inactivated Worktags in a new tenant.
	19-Aug	Need to test the load of Asset into a tenant with the inactivated Worktags based on the FDM decision to not bring forward inactive Worktags. Possibly in NSHE5 for now.

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Projects	7/21	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, continue to update documentation as needed.
	Ongoing	Continue to look at other options using filters and prompts versus creating all new custom reports to manage receivables related to FIN-1023. The issue is both Sponsor and Customer data is pulled when running some of the existing reports wide open.
Expenses	25-Aug	System Administration Company Name Update "Single Legal Entity" impact.
	28-Jul	Expense Reporting. - i.e. Outstanding Spend Authorizations/Cash Advances for Cost Centers, Department Accountant or Financial Administrative Assistant Role.
	TBD	Payment Election - After go live - Audra Kane created a Jira ticket on HCM side for On-boarding.
	Post Go Live	Travel Card Business Process FIN-2230- Will continue to work on business process, but 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.
	Post Go Live	Spend Authorization Role Over - There is Brainstorm for this. (I voted on community, but we need to figure out what we are going to do post go live for cash advances).
Grants	TBD	Need to load budget lines via EIB.
	on going	Continue to work on award conversion activities.
	12-Aug	Continued to finalize report development and provided samples for the reports.
	12-Aug	Completion of outstanding JIRA tasks.
	31-Jul	Land grants will be using program Worktag. 2 allowable values state and federal. Award budget structure to be updated to include program.
	12-Aug	Cost Share - tag the cost share award line with new detail code value cost share. FDM will need to make grant allowable to be used in other places.
	On Going	Workbook is sole source of company roles. WAX is sole source of grant roles (grant accountant is in a workbook). Ongoing update of roles in WAX and security workbook.
Procurement	ongoing	Continue working on open JIRA tasks.
	ongoing	Update Procurement Process Documentation.
	4-Aug	Complete PCard End to End Testing.
	4-Aug	Report Requirements.
	14-Aug	Procurement and Supplier Accts continue work with SReg team.

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	14-Aug	Cutover (go live) Planning.
	15-Aug	Development of standardized T&Cs for the Business Centers thru NSHE Legal.
Suppliers	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. (It was decided that the name change would take place for the legal name to print on forms and then change back to Sys Admin. This will be required each year.
		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 (9/22 per cut-over schedule)??, 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	8/7/2017	Produce August data Extract files.
	8/8 - 8/16	Campus validation of August extract files.
	9-Aug	2nd and Final incremental Worktag load into NSHE6 in support of Award entry.
	Week of 8/14	Load Assets extract into a tenant.
	Week of 8/14	Load Open POs and 1099 Adjustment data into NSHE4.
	Week of 8/14	Load May - July Incremental Awards into NSHE6.
Integrations	Aug	Complete the testing on PeopleSoft Student financials integrations.
	Aug	Complete testing on the Student Eligibility/FICA Exemption.
	Aug	Complete testing on the Student Worker Work Study integration.
	Aug	Complete testing on the OASDI Update integration.
	Aug	Complete testing on the Troy Check printing process for Financials and Payroll.
	Aug	Complete testing on the Standard Insurance Payroll Input Integration.
	Aug	Complete testing of the PEBP Payroll input file.
	Aug	Complete testing on the Supplier Remittance Advice Integration.
	Aug	Complete testing on the PeopleSoft UID integration.
	Aug	Complete testing to the FDM and Ledger Worktag Mapping integration.
	Aug	Complete testing of COBRA New Hires.
	Aug	Complete testing of COBRA Qualifying Events.
	Aug	Complete testing of PCard/Expense Card Transaction loads.
	Aug	Complete testing of Guardian Enrollments.
	Aug	Complete testing of Financials Disbursement ACH file.

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	Aug	Complete testing of PayMode.
	Aug	Complete testing of PERS Reduction Comp plan update.
	Aug	Complete testing of VOYA Enrollment/Remit file.
	Aug	Complete testing of FDM Worktag Mapping integration.
	Aug	Complete testing of DETR.
	Aug	Complete testing of Healthscope Remit file.
	Aug	Complete testing of PEBP Remit file.
	Aug	Complete testing of Liberty Mutual Payroll input file.
	Aug	Complete testing of Liberty Mutual Remit file.
	Aug	Complete testing of PEBP Domestic Subsidy.
	Aug	Complete testing of SSN Verification integration.
	Aug	Complete testing of ADP Periodic file.
	Aug	Complete testing of ADP Quarterly File.
	Aug	Complete testing of Henry Schein Punch-out and catalog.
	Aug	Complete testing of BIRT layouts for Grant invoices.
Reporting	June - August	HCM report development: 86% of reports are in progress or complete/ready for review & testing (17% in progress, 69% in test/review).
	June - August	FIN report development: 62% of reports are in progress or complete/ready for review & testing (18% in progress, 43% in test/review).
	August	P4 report cleanup (naming conventions, duplicates) and reconciliation to Jira tickets for NSHE standard reports.
	July	IPEDS reports specifications discussion in progress and report builds started.
	8-Aug	IPEDs reporting in Workday (weekly).
	9-Aug	Bi-weekly Reporting lane meeting with the campuses.
	14-Aug	Data Governance Meeting.
CM-Communication	thru October 2017	Weekly Project Update.
	thru 8/4/2017	Central Training repository rapid revisions for UAT.
	ongoing	Exploring analytics for Training Repository site.
	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.
	6/19/2017	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	HRMS/Workday cutover strategies communication.

Project Status Report

Area	Dates	Upcoming Activities
	7/7, 8/2, 9/4, and two days prior to payday	Workday change in benefits split communication campaign has begun.
Training	on-going	Continue job aid assignment and review in preparation for UAT testing.
	8/8/ 9/29/	Training for all campuses except UNR begin 8/8/17! UNR to begin later this month.
	8/14-8/16	Linda and Kim Whiting in Vegas to develop WD29 plan.
Testing	8/7-8/11	Work with designees on remaining scenarios P4 Residual End to End testing. Continue to load as needed.
	8/7-8/11	Close out UAT Testing.
	8/7-8/11	Meet with the Student Work Study group and begin testing of the integrations.
	8/7-8/11	Participate in functional team, TLG, UAT, POC, reporting and integration meetings.
	8/7-8/11	Continue to support Blue Jeans help desk.

Planned Time Away

Dates	Team Member
July 29 - August 14	Donna Cruzado
July 31-August 4	Kim Beers Ashley Ruen
Aug 7-8	Jane Kober
Aug 14 – 23	Michael Bakker
Aug 14 – 25	Pat LaPutt
Aug 17-18	Linda Moore
Aug 21-23	Mike Smith
Aug 30 – Sept 1	Ken Bialobrzkeski

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-2074	Loading of Worker Locations is needed for testing OKTA Identify Management	High	Michael Bakker	18-Aug-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 location.</p> <p>The EIB has been developed and tested by two campuses. The remaining campuses are completing their files and will test shortly.</p>

#	Key Issue	Criticality	Owner	Resolution Target Date	Resolution Plan
TCH-2015	SReg is behind Schedule	High	Steve Creswell	18-Aug-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>This will close once the NSHE version of NSHE is delivered.</p>
FIN-1732	Payroll Accrual	Highest	Leslie Obourn	11-Aug-17	The team continues testing the solution.
HCM-297	Payroll Parallel Testing to be Actively Monitored	Highest	Leslie Obourn	25-Aug-17	<p>P4 Parallel testing has begun and the following actions are in place to ensure we stay on track:</p> <ol style="list-style-type: none"> 1) Daily checkpoints. 2) All variances to be researched are assigned to specific team members. 3) Additional staffing was added and trained.

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	75%	
Begin Build of Workday Production Environment	Green	August 25, 2017		
Extract Data from Legacy HRMS and Advantage	Green	September 6, 2017		
Turn HRMS Employee Self Service (ESS) to Inquiry Only	Green	September 6, 2017		
Campuses begin tracking emergency changes in legacy HRMS	Green	September 7, 2017		
Last day to submit Advantage Expense Report	Green	September 7, 2017		
Deadline for Suppliers to Register in SReg	Green	September 15, 2017		
Run Final Semi-Monthly Payroll in Legacy	Green	September 20, 2017		
Run Final Monthly Payroll in Legacy	Green	September 21, 2017		
Freeze New Advantage Accounts	Green	September 22, 2017		
Freeze Purchase Orders	Green	September 22, 2017		
Campuses begin entering catch-up transactions in Workday	Green	September 23, 2017		

Project Status Report

Milestone	Status (RYG)	Baseline Due Date	% Complete	Date Complete
Facilitate Final "Readiness" discussion	Green	September 29, 2017		
Close Advantage for Asset Activity	Green	September 30, 2017		
End Account Dual Maintenance in Advantage/WAX and Workday	Green	October 1, 2017		
Turn iLeave to read-only	Green	October 1, 2017		
Workday Live	Green	October 1, 2017		
Begin entering Expense Reports in Workday	Green	October 2, 2017		
Begin entering held requisitions into Workday	Green	October 2, 2017		
Complete first Semi-Monthly (Pay Date 10/10) in Workday	Green	October 4, 2017		
September Close in Advantage	Green	October 13, 2017		
Complete second Semi-Monthly (Pay Date 10/10) in Workday	Green	October 20, 2017		
Complete first Monthly (Pay Date 11/1) in Workday	Green	October 27, 2017		