



Project Status Report

Status as of Aug 18, 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 several Financial Reports. Please refer to the detailed status below. SCI and NSHE team members are wrapping up the testing of the Payroll Accrual solution.
❖ 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 reporting; ii) SREG; iii) Award Cleanup. Other functional areas remain green. The focus for the following week is on P4 Residual testing completion, report development & testing, completion of Peoplesoft testing, Troy Checks, and SREG deployment.
	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): two 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
	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 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 reporting which is impacted by the Payroll Accrual solution.
	Green	Green	Technical Team
	Green	Green	Change Management/Outreach
	Green	Green	Audit
Budget	Green	Green	As of 7/31: SCI Hours % Complete: 88% 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.
	Yellow	Yellow	Technical Team: We have some delays with a few NSHE and campus owned integrations. These risks are being monitored closely to prevent any impact on the timeline. All risks are documented in JIRA.

Item	Current Status	Prior Status	Status Notes
	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: Added Budget Manger to Freeze Position and Close Position (WCR-447). The details can be found in JIRA. Tickets Addressed that Didn't Result in Any Changes. b. Conversion: Working Conversion JIRA tickets reported by the SME Validation team. The team started the week with 48 conversion tickets. We are closing the week with 47 tickets. 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: Addressed the following tickets: Removed Security Access from Primary Recruiter for Confidential Information (WCR-385). Reconfigured AD and AC documents so that Position Information Text blocks editable; ticket closed (WCR-471). Faculty and Post Doc document titles changed from "Offer Letter" to "Employment Contract" - clearer understanding for candidate (WCR-476). Updated Offer BP to route properly to AA/Manager for Post Doc Decentralized, and updated Post Doc document to show headers when sections are occupied (WCR-477). Tested various BP security policy changes and conditions rules to solve this issue; still not 100% solved, although most steps/roles route properly; hope to have a final solution soon (WCR-400). 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; Details can be found in JIRA. HCM-330, WCR-247. b. Meetings: Cross Functional, NSHE and SCI Conversion Meetings, Cutover Planning.
Time Tracking	<ol style="list-style-type: none"> 1. 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

Area	Accomplishment /Activity
	<p>work with AccuTime on any issues. We have created a new security group to house any workers that need to be able to have admin rights at the clocks that are not managers.</p> <ol style="list-style-type: none"> 2. 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. 3. Configuration: Created new Time Entry codes for Holiday pay working on a scheduled work day and not on a scheduled work day. Tester notified to retest associated scenario. 4. Meetings: HCM Conversion, Cross Functional Meetings, Parallel Payroll, Project Checkpoint, Cutover Planning, Time Tracking Weekly Meeting, Working Session with Heather/Audra.
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 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; added pay input of missing 403b deductions, recalc'd pay results and verified that net is an exact match to Legacy. 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. Meetings: HCM Conversion Meetings (2x weekly); ADP Bi-Weekly Meeting.
Financials	<ol style="list-style-type: none"> 1. Banking <ol style="list-style-type: none"> a. P4 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 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 "Touchpoint 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.

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	<ul style="list-style-type: none"> j. Working with campus for insight for use case of WD27 "Return Payments" report. k. UAT testing completed with minimal issues. l. P4 testing is complete and successful. 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. Cost Center validation to Company removed due to continuing issues with payroll posting. d. Decisions made on final updates to FDM with others held for Post Go Live. e. WAX meeting to discuss incremental load of Worktags. f. WAX meeting to discuss terminated employees. g. Started discussion on process for new Worktag requests post go live. h. 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. Provided Demo for controllers of available Trial Balance reports. b. Work on Operational Accounting Adjustment change request to add more documentation of change reason. c. Outstanding JIRAs have been discussed as to pre-and post go live. Continue to follow up. d. Continue to work with campuses on accounting side of PeopleSoft integration e. Work on Financial Role security issues. f. Continue to work on financial report prototypes and developing reporting hierarchies. <p>4. Budgets</p> <ul style="list-style-type: none"> a. Released 3 additional budget reports to Budget SME's for testing/feedback. b. Held joint meeting with Payroll to review process of identifying payroll journals in error status before payroll complete is processed. 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 July and August. Confirmation of results underway. e. Reviewing and testing payroll budget commitments report changes necessary to support the new Pay date configuration. f. Working with Grants team on WAX and configuration updates necessary to support State Grant appropriations and flexible grant matches. <p>5. Assets</p> <ul style="list-style-type: none"> a. Met with UNR & Assetworks. Tazeen, Amy & Daly to go over Workday to Assetworks integration.

Area	Accomplishment /Activity
	<ul style="list-style-type: none"> b. JIRA Created for Schools reconciling assets to ledger solutions. c. JV to test ledger balance movement completed. Will be loaded today and related report/events (asset to ledger reconciliation, depreciation) tested/verified. d. Tested Lifecycle Events in NSHE 5 on Assets without Worktags. All Lifecycle events processed thus far. e. Updated report specs and JIRA's that discounts taken. Asset - Supplier discounts taken was completed and tested successfully first time. <p>6. Projects</p> <ul style="list-style-type: none"> a. Project configured to allow project created with Grant Funds. This needs to be tested. Coordinate with Jane/Samir & Lauren. b. Need clarification on Project Setup for Grant Equipment fabrication. We need to be tested in conjunction with Grants team but collaboration is needed with Grants and budgets. <p>7. Customer Accounts</p> <ul style="list-style-type: none"> a. Met with UNR Medical School employees regarding billing processes, payment application and training. b. Reviewed and tested two custom reports needed to separate out Sponsor data from Customer data and entered comments in JIRA tickets TCH-2229 and TCH-2231. <p>8. Expenses</p> <ul style="list-style-type: none"> a. Worked on clearing FIN-Projects - Expense Jira Tickets and TCH Jira Tickets. b. Tested the Return of Petty Cash with the validations for requirement of contingent worker Worktag on a journal entry and cash sale for the return of cash advance, petty cash fund, change fund. c. Updating Documentation. d. Worked on Configuration and testing of direct deposit to a payroll card for expense reports. e. One change request WCR-432 still open - Donna is working on it. f. All P4 Residual test scenarios are done. <p>9. Grants</p> <ul style="list-style-type: none"> a. Continuation of Award Clean-up. b. Completed dry run of LOC drawdown and processed refunds for the Customer invoice EIB for all campuses. <p>10. Procurement</p> <ul style="list-style-type: none"> a. 1st PO conversion file from Advantage was validated - No errors documented. b. Supplier file clean up from Advantage continues. c. Testing of SReg system - determined ready for deployment on 9/4/17 (with ID'd fixes completed). d. Specs for PCard report identified and report is ready for development after Matt L. (SCI) looks at it. <p>11. Suppliers: Validations, Training, Documentation.</p>
Technical	1. Fin Conversion

Area	Accomplishment /Activity
	<ul style="list-style-type: none"> a. Completed the 2nd and final load of incremental Worktag changes/additions (7/13 - 8/3) into NSHE6 in support of Award entry. b. Ran August extracts for final validation cycle before Gold on 8/7. <p>2. Integrations</p> <ul style="list-style-type: none"> a. Residual testing on Integrations. b. Reporting: PayMode and Deduction remittance to AFLAC were cancelled this week. c. Finished sending ACH test files to BOA for Payroll and Financial Disbursements - waiting to test results. <p>3. Supported Custom reports completed and ready for unit test since last week:</p> <ul style="list-style-type: none"> a. R07 (TCH-1394) IPEDS G – Salary Worksheet and Salary Outlays for Instructional Staff - HCM - CR (NSHE). b. R137 (TCH-1816) Open Record Request – FIN – CR (NSHE). c. R120 (TCH-1507) Auto Progression for Underfills - HCM - CR (NSHE).
<p>CM/Outreach</p>	<p>1. Communications</p> <ul style="list-style-type: none"> a. Workday Coming October 2 stickers produced and 200+ sent to each institution. b. Additional P4 Scenarios developed, assigned and calendar set for SA UAT activities. c. Posted updated job aids to the online NSHE Workday training repository. d. Sent reminder to benefits eligible classified staff of change to deduction schedule happening in October with Workday. e. 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. f. Supported help desk. <p>2. Training</p> <ul style="list-style-type: none"> a. Two weeks of training completed. 40 classes complete between NSHE and UNLV training. UNR presentations/info sessions begin next week. Review have been very positive. b. Linda and Kim Whiting met in Vegas. Began WD29 review and planning. Final assessment of actions to be completed when list of final updates is completed. <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 with current testing.

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.
Benefits	On-Going	Complete 1 Feedback / Design Enhancements Changes. Working on tickets: HCM-60.
Recruiting	On-Going	Complete 3 Feedback / Design Enhancements Changes. Working on tickets: HCM-386, WCR-363, WCR-400, WCR-415, WCR-422, WCR-454, and WCR-481.
Absence	3/20/2017-3/25/2017	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	TCH-1911 - Peoplesoft Unit Testing - open testing to all campuses 8/10/17.
	Ongoing	TCH-1901 Troy Check Printing - moving forward with format details sent to Troy 8/3/17 - UNLV format has been sent to TROY - going to try to test all other campuses.
	ongoing	FIN-1324 Create/update functional process documentation - will update MH 8/17/17.
	ongoing	FIN-1280 Current SA Pooled Cash Accounting - Updated spreadsheet created by Cynthia and sent to group 8/16/17.
	ongoing	FIN-804 System admin cash for pooled cashed - Updated spreadsheet created by Cynthia and sent to group 8/16/17.
	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.
	closed	FIN-2053 / WCR-439 Notification of Wire Analysts when wire settlement is processed - Daly updated BP 8/10/17, I will request that campuses test accordingly.
	7/29/17 - pending	FIN-2445 New Spend Category Escheatment - Spend category created, Shelly tested, pending updating security to match what BP shows who can create Ad Hoc Payments followed up 8/17/17.

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	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 tested successfully that FNS are auto approved, case can be closed (I can't close it).
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.
		Follow up on security access issues for campus users.
		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	TBD	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	Test and configure budget reports to use workday "Lite" balancing with pay date shift.
	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	This has been updated and back to Matt for review	Need to update report specs on Asset Roll Forward Report.

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	Brooke is test loading these now	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.
Projects	7/21/2017	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 until go-live	Continue to test recently developed reports and look at other options to ensure adequate reports at Go-Live to manage receivables. This is related to FIN-1023, the issue is both Sponsor and Customer data is pulled when running some of the existing reports.
	Ongoing	Continue to create or update flowcharts and detailed procedures to support training and Go-Live.
Expenses	12-Aug	Expense Reporting. - Travel History Report R68 TCH-1455.
	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.
	on going	Continued to finalize report development and provided samples for the reports.
	on going	Completion of outstanding JIRA tasks.
	25-Aug	Land grants will be using program Worktag. 2 allowable values state and federal. Award budget structure to be updated to include program.
	25-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.
	ongoing	Report Requirements.

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	25-Aug	Procurement and Supplier Accts continue work with SReg team.
	25-Aug	Cutover (go live) Planning.
	15-Sep	Development of standardized T&Cs for the Business Centers thru NSHE Legal.
FIN Conversion	8/7/2017	Produce August data Extract files – COMPLETE.
	8/8 - 8/16	Campus validation of August extract files - IN PROGRESS.
	9-Aug	2nd and Final incremental Worktag load into NSHE6 in support of Award entry – COMPLETED.
	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.
	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.

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	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	August	(In Progress) HCM report development: 90% of reports are in progress or complete/ready for review & testing (16% in progress, 74% in test/review).
	August	(In Progress) FIN report development: 57% of reports are in progress or complete/ready for review & testing (16% in progress, 41% in test/review) *Note: Percentages declined due to impact of new reporting Jiras added in last week (between 8/4 and 8/10).
	August	In Progress: P4 report cleanup (naming conventions, duplicates) and reconciliation to Jira tickets for NSHE standard reports.
	14-Aug	IPEDs reporting in Workday (weekly).
	23-Aug	Bi-weekly Reporting lane meeting with the campuses.
	28-Aug	Data Governance Meeting.
Communications	thru October 2017	Weekly Project Update.
	thru 8/4/2017	Central Training repository rapid revisions for UAT.
	ongoing	Exploring analytics for Training Repository site.
	ongoing	Workday Training: population estimations of power users, light users, and everyone in between in development.
	ongoing	HRMS/Workday cutover strategies communication.
	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 creating and updates.
	8/28/2017	Linda to finalize and security training and communicate training dates.
	9/5/2017	Finalize WD 29 update assessment - waiting on project team to finalize update list.
	27-Aug	Linda to participate in AP training at UNLV.
	8/28/2017	Linda to give AP training to WNC.
Testing	8/21-8/25	Continue to monitor P4 Residual End to End Testing.
	8/21-8/25	Close out UAT Testing.
	8/21-8/25	Participate in functional team, TLG, UAT, POC, reporting and integration meetings.
	8/21-8/25	Continue to support blue jeans help desk.

Planned Time Away

Dates	Team Member
Aug 21-23	Mike Smith
Aug 30 – Sept 1	Ken Bialobrzeski

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	25-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>
TCH-2015	SReg is behind Schedule	High	Steve Creswell	05-Sep-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	25-Aug-17	The team continues testing the solution.

#	Key Issue	Criticality	Owner	Resolution Target Date	Resolution Plan
HCM-297	Payroll Parallel Testing to be Actively Monitored	Highest	Leslie Obourn	25-Aug-17	P4 Parallel testing has begun and the following actions are in place to ensure we stay on track: 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	100%	8/7/2017
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		

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Milestone	Status (RYG)	Baseline Due Date	% Complete	Date Complete
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		
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 10/25) in Workday	Green	October 20, 2017		
Complete first Monthly (Pay Date 11/1) in Workday	Green	October 27, 2017		