2017 Department Release Interfaces and Conversions Workshops Follow-ups

ID	Session	Date	Questions/Followup	Responses
1	Overview	08/17/2016	Will the SCPRS upload interface be included on the MDW or in future workshops?	SCPRS upload information was covered during the PO workshop.
2	Overview	08/17/2016	Outbound FI$Cal data to our department is via the SFTP but will we be able to either customize it or use a different server?	SFTP is our standard server that we use. We have one other for a unique scenario with one of our partner agencies, but that is something that we can talk about with our Information Security Office (ISO), Business Team, and Technology teams from both our and your department.
3	Overview	08/17/2016	What is the difference between DGS template and this?	If you are uploading to FI$Cal then it's the same template. Is more clarification needed?
4	AR	08/29/2016	Are there statewide contracts for this?	CMO is reaching out to department for additional context for this question.
5	AR	08/29/2016	If we have multiple BUs, do we send one file or more than one file?	FI$Cal requests that departments do not intermingle BUs withing conversion files; deparments should submit one(1) conversion file per BU.
6	AR	08/29/2016	Do we build cost allocation into the conversion?	Cost allocations are defined as part of the configuration work effort. If the department has any additional questions, please bring those questions to the Interface and Conversions Support Sessions to discuss further.
7	AR	08/29/2016	Will we have the employee vendor number before the customer contract file is due?	A unique FI$Cal employee ID is currently assigned to all State employees. However, the employees for each Department are identified and linked to the Department Business Unit using the information provided by Departments in the Labor Distribution configuration task BUSN727. FI$Cal will use the information in the completed Labor Distribution tasks to identify Employee IDs by Department. Currently, the plan is to make the Employee IDs available following the start of User Acceptance Testing and before the Dry Run conversion cycle (May 2017).
8	AR	08/29/2016	How do we number an abatement for non-employees?	The system can provide a sequential numbering system or the department may create and maintain a specific log with pre-defined values.
9	AR	08/29/2016	The Department of Fish and Wildlife has a licensing system.	We encourage the department to attend the weekly Interface and Conversions Support Sessions to discuss further. The Interfaces & Conversions Support Sessions are held Tuesdays and Thursdays, 9:00 am to 12:00pm (Platinum Room) and do not require pre-registration. Participation is on a drop-in basis. These sessions will provide departments with access to FI$Cal subject matter experts that will: • Support understanding of FI$Cal interfaces and conversions activities and methodology • Answer questions and provide detailed discussions regarding the interfaces and conversions layouts • Assist in preparing initial CALSTARS sourced conversions files • Provide ongoing support in file preparation, data cleansing, and preparation for interfaces and conversions testing activities • Review departmental readiness for upcoming conversions and interfaces test cycles • Support departments with error corrections during the various interfaces and conversions test cycles

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10	AR	08/29/2016	Will FI$Cal provide us a sample showing what the data looks like currently in CALSTARS, then showing how the data is crossed over to FI$Cal's conversion format?	We encourage departments to attend the weekly Interface and Conversions Support Sessions for a demonstration on how to import CALSTAR data extracts into the FI$Cal layouts. The Interfaces & Conversions Support Sessions are held Tuesdays and Thursdays, 9:00 am to 12:00pm (Platinum Room) and do not require pre-registration. Participation is on a drop-in basis. These sessions will provide departments with access to FI$Cal subject matter experts that will: • Support understanding of FI$Cal interfaces and conversions activities and methodology • Answer questions and provide detailed discussions regarding the interfaces and conversions layouts • Assist in preparing initial CALSTARS sourced conversions files • Provide ongoing support in file preparation, data cleansing, and preparation for interfaces and conversions testing activities • Review departmental readiness for upcoming conversions and interfaces test cycles • Support departments with error corrections during the various interfaces and conversions test cycles
11	AR	08/29/2016	When FI$Cal converts our CALSTARS records to FI$Cal crossover coding, will they ask Departments to verify the coding they crossed over to, before they load the converted data to FI$Cal? An example are the object codes for encumbrances being crossed over to Account Codes in FI$Cal. We want the opportunity to verify that FI$Cal uses the correct Account AND Alternate Account codes for our encumbrances before they are loaded.	Departments will have an opportunity validate the converted data during User Acceptance Testing (UAT), Dry Run, and Dress Rehearsal test phases of the Release before the final conversion into Production during Cutover. Any issues identified with the Chart of Account (COA) mapping or any other parts of the conversion will be worked prior to the next conversion cycle in order to minimize conversion data issues in Production.
12	AR	08/29/2016	Will we receive our employee numbers from SCO to use for the conversion?	A unique FI$Cal employee ID is currently assigned to all State employees. However, the employees for each Department are identified and linked to the Department Business Unit using the information provided by Departments in the Labor Distribution configuration task BUSN727. FI$Cal will use the information in the completed Labor Distribution tasks to identify Employee IDs by Department. Currently, the plan is to make the Employee IDs available following the start of User Acceptance Testing and before the Dry Run conversion cycle (May 2017).
13	AR	08/29/2016	As we know Vendors/Suppliers are set up by statewide system and Custormer ID is set up by the agency. On the case of invoicing for abatement, how can we tie up the customer billing to a vendor payment if we are assigning two different number identifiers?	Departments should setup their employee suppliers and customers with their FI$Cal Employee ID so that the Supplier ID and Customer ID are the same. For customers which are not employees, Departments can choose to use the FI$Cal Supplier ID as their Customer ID as well, but that will be a Department decision to see if it makes sense for the Department. If a Department is not able to use the same ID for their non-employee Suppliers an Customers, the Department can look to use one of the other fields available on the Customer profile to track the FI$Cal Supplier ID.

FI$Cal

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14	PC	08/31/2016	How do we link our projects to those that are already set up – in some cases they are PCA's./	CMO is reaching out to department for additional context for this question.
15	PO	09/07/2016	Is there a more updated vendor list? * Multiple departments have asked about a master vendor list that used to be on the DLN corner*	Due to security reasons, the vendor (supplier) extract was removed from the DLN. A new file has been placed in the departmental SFTP folders (vendor_extr) and should be accessible to SFTP users from all departments. A new MDW task (TECH747) with more information on suppliers was sent to departments on 10/20/2016.
16	AP	09/12/2016	You said suppliers be available in 2-3 weeks, does that include employee data as well? - DOI	The supplier extract will be sent to departments via encrypted email in mid October; employee data will not be included in the supplier extract. More information on suppliers and employee suppliers will be sent to departments by the end of October.
17	AP	09/12/2016	We have several governmental entity vendors that have an incorrect vendor type in CALSTARS. In FI$Cal these vendors have the correct entity type (Governmental Entity). If we have been paying on Contract A in CALSTARS, transition to FI$Cal and continue to pay Contract A, will there be an issue with paying to two different entity types within the same contract number? - CSD	We encourage the department to attend the weekly Interface and Conversions Support Sessions to discuss this item further with the FI$Cal Conversion and Business teams. The Interfaces & Conversions Support Sessions are held Tuesdays and Thursdays, 9:00 am to 12:00pm (Platinum Room) and do not require pre-registration. Participation is on a drop-in basis. These sessions will provide departments with access to FI$Cal subject matter experts that will: • Support understanding of FI$Cal interfaces and conversions activities and methodology • Answer questions and provide detailed discussions regarding the interfaces and conversions layouts • Assist in preparing initial CALSTARS sourced conversions files • Provide ongoing support in file preparation, data cleansing, and preparation for interfaces and conversions testing activities • Review departmental readiness for upcoming conversions and interfaces test cycles • Support departments with error corrections during the various interfaces and conversions test cycles
18	AP	09/12/2016	In regards to payment types that we issue. One program subcontracts out 1099s because they are pensions and issues the 1099 at end of the year. We also handle settlement claims that some formats requires a 1099 to be sent to the attorney and claim number, or just the attorney, etc. Can we do that in FI$Cal? - DCA	We encourage the department to attend the weekly Interface and Conversions Support Sessions to discuss this item with the FI$Cal Conversion/Interface and Business teams. The Interfaces & Conversions Support Sessions are held Tuesdays and Thursdays, 9:00 am to 12:00pm (Platinum Room) and do not require pre-registration. Participation is on a drop-in basis. These sessions will provide departments with access to FI$Cal subject matter experts that will: • Support understanding of FI$Cal interfaces and conversions activities and methodology • Answer questions and provide detailed discussions regarding the interfaces and conversions layouts • Assist in preparing initial CALSTARS sourced conversions files • Provide ongoing support in file preparation, data cleansing, and preparation for interfaces and conversions testing activities • Review departmental readiness for upcoming conversions and interfaces test cycles • Support departments with error corrections during the various interfaces and conversions test cycles

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19	AP	09/12/2016	Is there a task for items from travel expense claims that are reimbursable or taxable? Will we need to report that W-2 outside of the System?	Taxes related to travel expenses and W-2 reporting will be done outside of the System.
20	AP	09/12/2016	For non-capital assets, can we use asset value of $0 when we load them in? For like minor equipment items that we don't care about the value or really track now? – CDFA	Non-capital assets for which the department does not have the original purchasing price information should be converted as .01 withing the Cost field in the CNVAM001 - Assets conversion.
21	AP	09/12/2016	What is FI$Cal -issued, Asset Advantage Equipment and when will it be issued per FTA AM142 Physical Inventory? - CSD	FI$Cal has six bar code scanners that are compatible with People Soft and Asset Advantage - Internetcn7e (purchased through HL Group, Inc.). Departments can purchase their own if they choose to. We are still in the testing phase with the scanners at this time. The plan is to loan them to departments that want to use them once testing is complete. If departments already have their own scanners they should check with the manufacturer to see if they are compatible with People Soft and Asset Advantage. Physical Inventory can also be done manually in PeopleSoft without scanners. This is included in the UPK AM142.
22	AP	09/12/2016	When an asset (capital or non-capital) is end-of-life and is ready to be surveyed (to DGS or otherwise) will FI$Cal be able assist with the creation of the DGS Form 152? ENERGY	The Survey process will be performed outside of FI$Cal. The Department will need to create the STD. 152.
23	AM	09/12/2016	Can we use the clearing account for assets?	Clearing accounts will not be used for assets; assets are only identified to fund.
24	AM	09/12/2016	Will FI$Cal be able to identify funds on assets that used distributed admin?	FI$Cal will not identify funds on assets that used distributed admin; assets must be identified to specific funds.
25	AM	09/12/2016	Will FI$Cal incorporate special handling into the upload for warrants sent back to the departments? We use a green slip for the warrants to come back to the department instead of being mailed, and we were told that was going to be in FI$Cal?	There is no scheduled update to the Upload voucher process that would include this type of information. Uploaded vouchers would have to be adjusted after upload for special handling instructions.
26	AM	09/12/2016	We have large volumes of changes a month. – CDFA	ODMF (Operational Decision Making Framework) #1680 has been created to further analyze the creation of a journal voucher upload process to assist departments with large volumes of voucher adjustments. We are hoping to come to a decision by early November.
27	AM	09/12/2016	Way to track loaning assets? How is that done? Approval process? Tracking asset loaned to another entity.	FI$Cal is not designed to track loaning assets. A Department should continue to utilize their Legacy system for this process. Limited tracking may be done utilizing the Custodian Information field under the Manufacturer/License/Custodian tab in Basic Add within the same BU.
28	AM	09/12/2016	Ever get linked to PO or contract? Ap006	There is no scheduled update to the vouchers created through interface. Vouchers created through the interface would have to be adjusted to copy in PO/Receipt information.
29	GL	09/21/2016	COASTAL (online) - Will there be web APIs with FI$CAL so that we can interface directly without having to use SFTP?	At this time, departments will submit/retrieve interface files through SFTP. FI$Cal is in the process of evaluating other options/functionality for future implementation for FI$Cal interfaces.