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FI\$Cal Focus

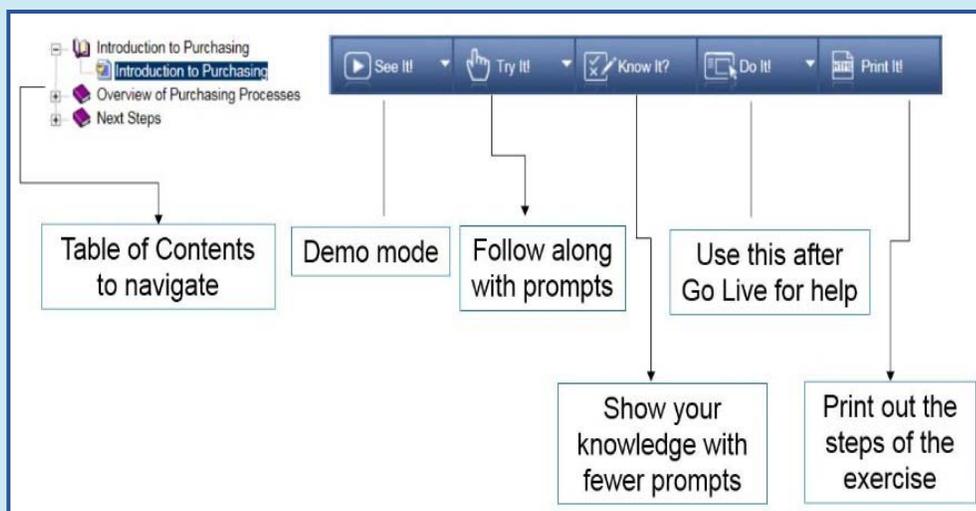
FI\$CAL: TRANSPARENCY. ACCURACY. INTEGRITY.

Educate Yourself in the FI\$Cal Training Academy



In the Training Unit within the FI\$Cal Change Management Office, we call our learning management system (LMS) the FI\$Cal Training Academy (FTA). A learning management system is a software application for the administration, documentation, tracking, reporting, and delivery of electronic educational technology. As part of the FTA, there are learning paths to provide personalized training on how to complete role-specific FI\$Cal transactions. The personalized learning path shows all the assigned courses, the course completion status, and allows learners to register, launch the online courses, and complete course evaluations.

FTA training modules are authored with Oracle's User Productivity Kit (UPK) and are accessed online. There are three learning modes in each UPK: 1) See It! 2) Try It! 3) Know It!. (Do It! and Print it!)



Wave 1 and Wave 2 Core User FTA accounts were established, they received an email that contained their FTA user ID and a temporary password. Core users were prompted to change their password the first time they logged in. FTA passwords do not expire. Almost everything training related can be found in the FTA from course registration, to learning materials, to assessments and evaluations, and the FTA training history for course transcripts. The FTA is your resource for training!

Resources Available!

What can I do to prepare for FI\$Cal? This is a question we are often asked at the Project. The Information Technology Leadership Academy (ITLA) has put together several Project Readiness Guides to help departments prepare for their transition to FI\$Cal. The emphasis of these guides is on two key success factors of transition: Business Process Modeling and Organizational Change Management.

The first document is the [Organization Change Management Readiness Guide](#). The ITLA put together this guide specifically for departments to provide them with a useful summary of Organizational Change Management in order to help departments prepare for change during their transition to FI\$Cal. This guide also includes a useful readiness assessment questionnaire to help you determine how ready your department is for change and what you can do to improve your "readiness."

The second document is the [Business Process Modeling Quick Start Guide](#). This guide talks about the value of documenting business processes and

how it leads to program and process improvements, increases efficiencies, and creates a greater understanding of the business you are in. This is a high-level guide to provide an introduction to Business Process Modeling.

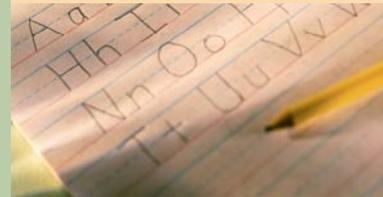
Finally, there is the [Business Process Modeling Readiness Guide](#). This guide will help your department identify, document, and align your current "As-Is" business processes to the new "To-Be" processes. A single, structured Business Process Modeling approach will greatly assist individual departments with a more efficient transition.

We hope that you will find these guides useful as you prepare for your transition to FI\$Cal. In addition to the links provided in this article, more information can be found on our FI\$Cal website [here](#).



GLOSSARY

This section features acronyms or definitions for the Project. For a list of additional terms, please visit our website at www.fiscal.ca.gov.



Test Script:

A set of instructions that will be performed on a System to verify that it functions as expected.

User Acceptance Testing (UAT):

A testing process to confirm that a system meets mutually agreed-upon requirements.

User Productivity Kit (UPK):

An Oracle tool integrated with PeopleSoft used to develop online simulations, used during classroom training to demonstrate process steps to users.

User Support Labs:

Training labs where users will be able to bring in real-life examples and get support as they perform the transaction in the practice environment.

Statewide Procurement

Small Business and Disabled Veteran Business Enterprise (SB/DVBE)

When FI\$Cal's Wave 2 is implemented this Summer, the Small Business and Disabled Veteran Business Enterprise (SB/DVBE) community will be impacted because the SB/DVBE certification functionality will transition from BidSync to FI\$Cal. This means businesses will apply for new or renew existing certifications in FI\$Cal. Certified firms will have the ability to maintain their own profiles and have transparency into transactions where they are identified as a prime or sub-contractor by a department transacting in FI\$Cal.

For State buyers and the public, FI\$Cal will include the public activities that currently reside in BidSync, such as searching for certified SB/DVBE firms based on different criteria; either by a specific certification number to validate a firm's certification status is current and valid or to search for available certified firms that meet certain criteria.

In collaboration with the Department of General Services, FI\$Cal is coordinating and planning several different types of outreach to communicate with the vendor community (including SB/DVBEs). The Office of Small Business and Disabled Veteran Business Enterprise have been an integral part of the development of the certification module and the execution of outreach.

FSC Corner



The FI\$Cal Service Center (FSC) would like to remind you not

to provide any sensitive or confidential information (including screenshots) when interacting with the FSC.

If you are in doubt or have questions concerning the classification of your information, please consult your department's information security staff and validate that you can send this information.

In the event the problem centers around sensitive or confidential information, call the FSC (855) 347-2250 to discuss redaction options.