



**FI\$Cal**

*Financial Information System for California*

**Wave 2 – User Acceptance  
Testing (UAT) Scenario  
Workshop – Accounts  
Payable (AP)**

February 10, 2015

# Agenda

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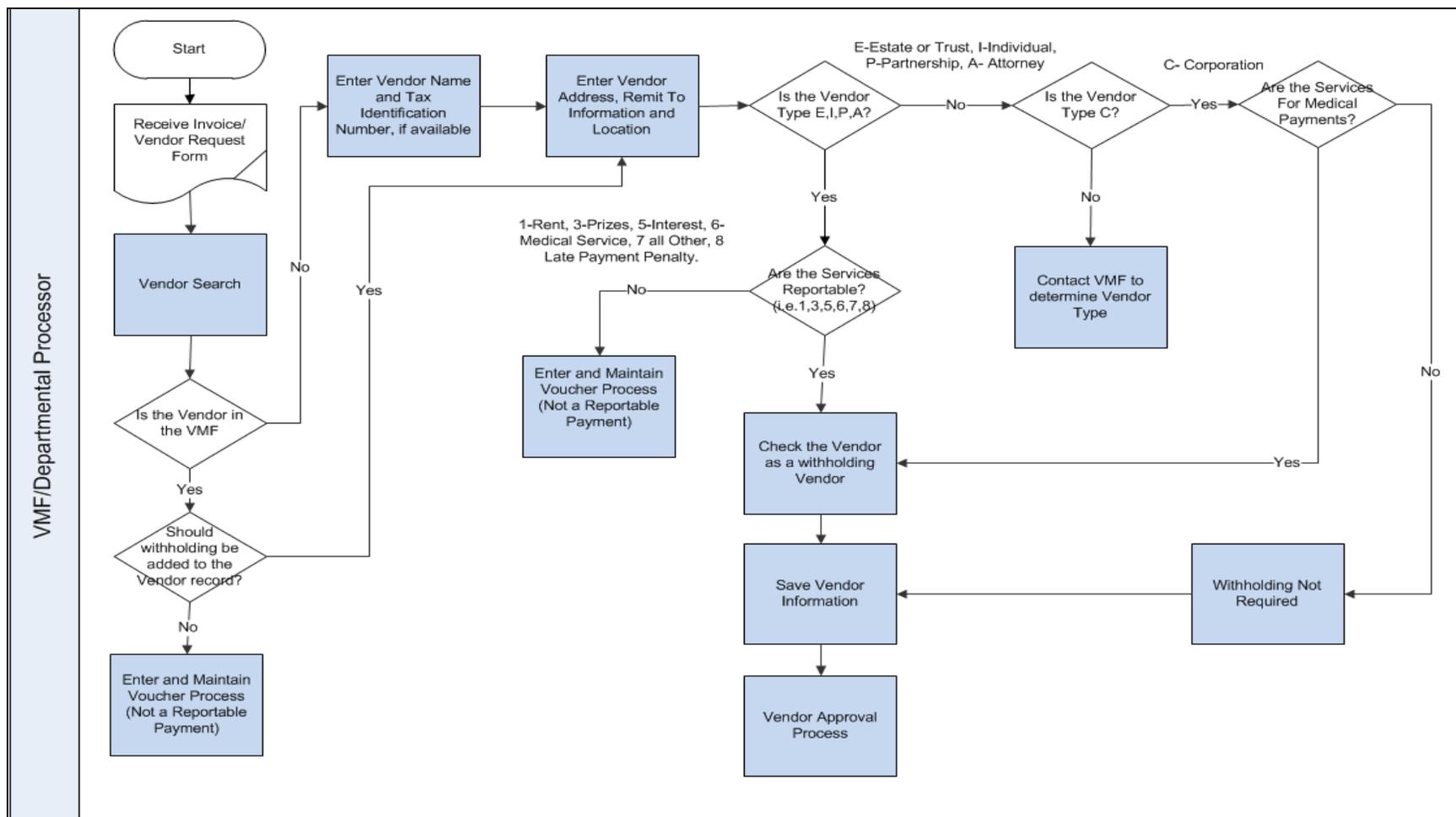
- Purpose and Expected Outcome
- Wave 1 UAT Scenarios
  - Functionality Introduction
  - Review Related UAT Scenarios
  - Collect Additional UAT Scenarios
- Wave 2 UAT Scenarios
  - Functionality Introduction
  - Review Related UAT Scenarios
  - Collect Additional UAT Scenarios
- Next Steps

# Purpose and Expected Outcome

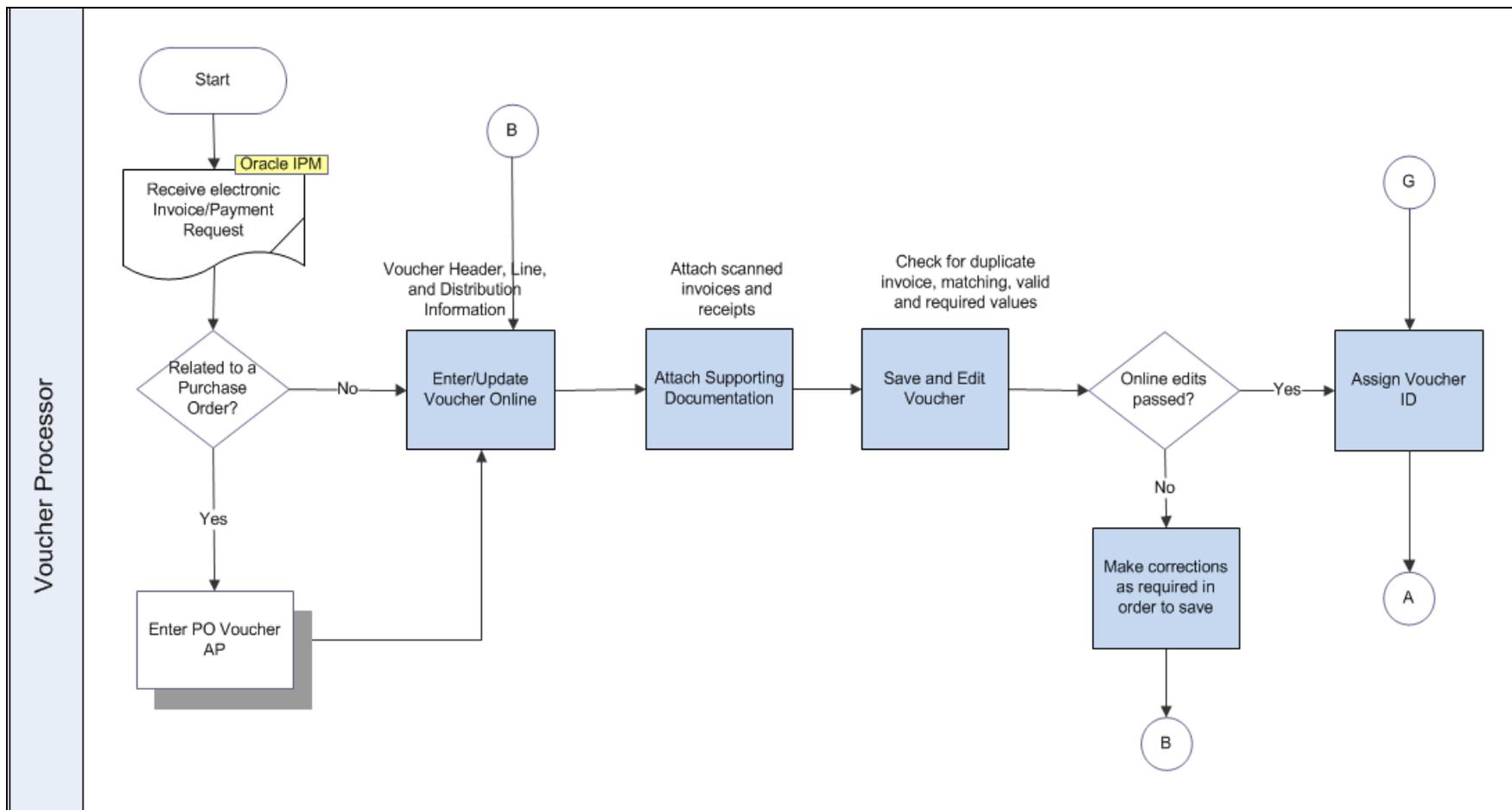
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- Purpose:
  - Purpose of this workshop is to assist Departments with task BUSN242 by reviewing the UAT Scenarios for Wave 1 and Wave 2 functionality
  
- Expected Outcome:
  - Conduct workshops and capture feedback for additional departmental UAT Scenarios

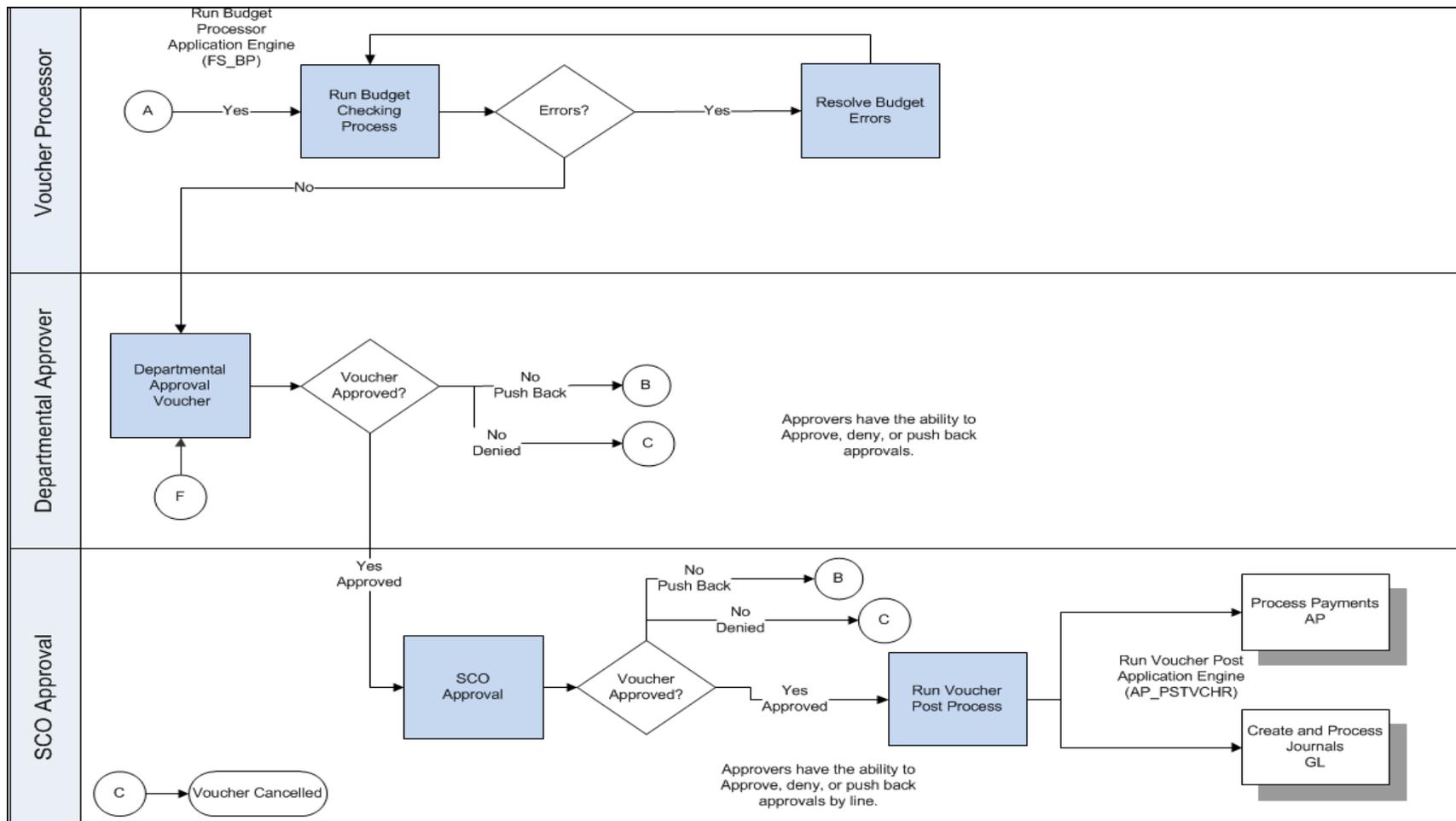
# Enter and Maintain Vendors



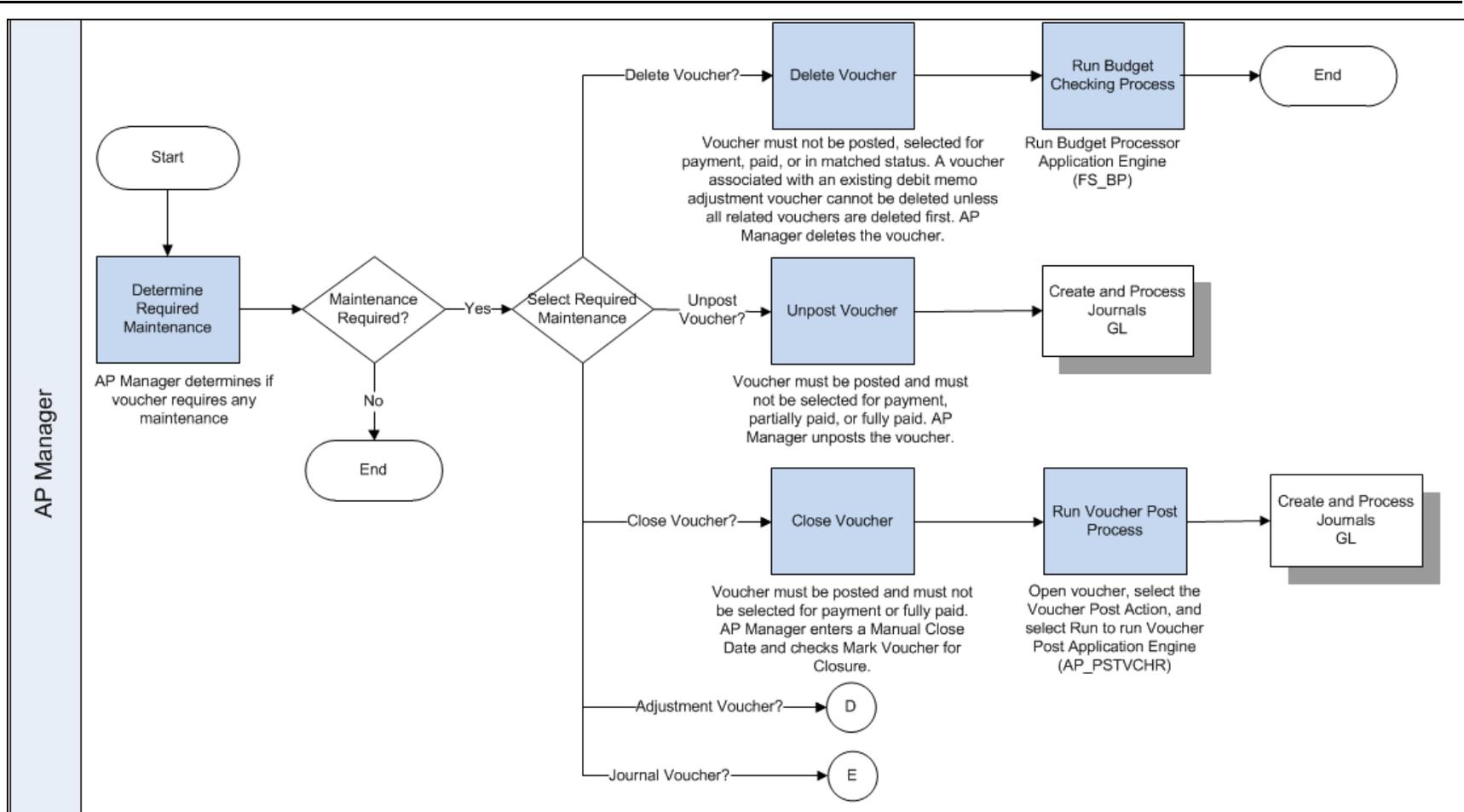
# Enter and Process Vouchers



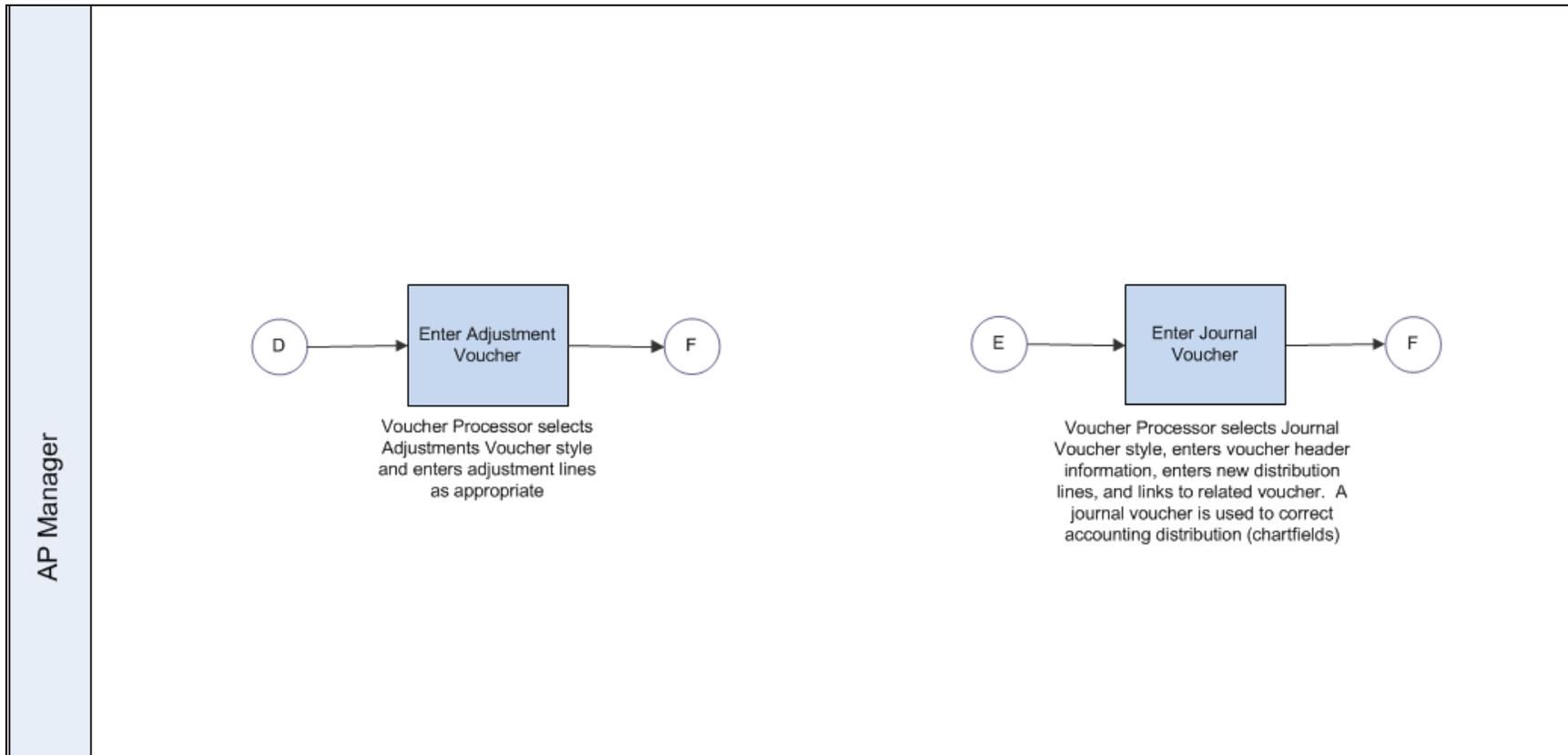
# Enter and Process Vouchers



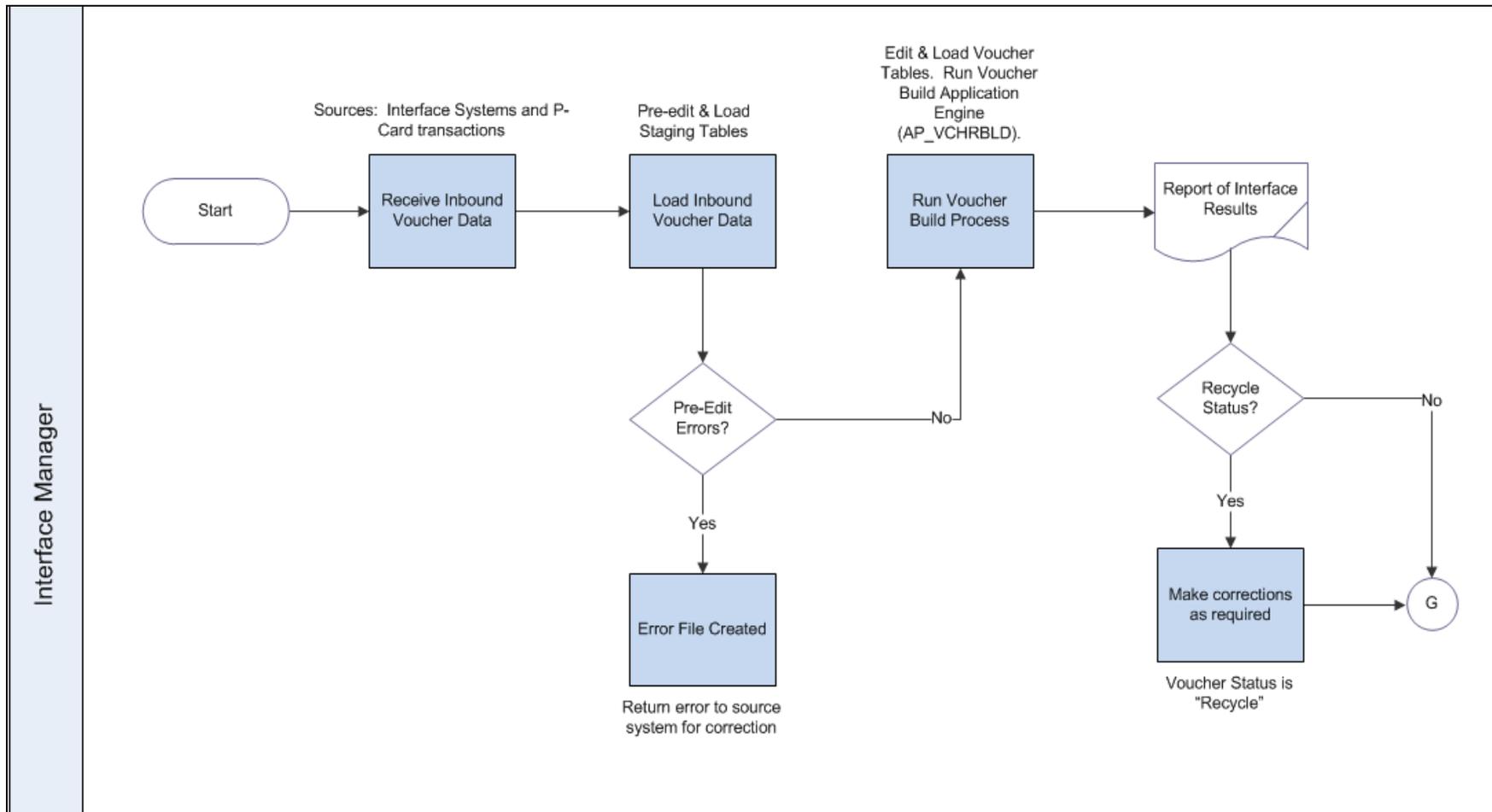
# Enter and Process Vouchers



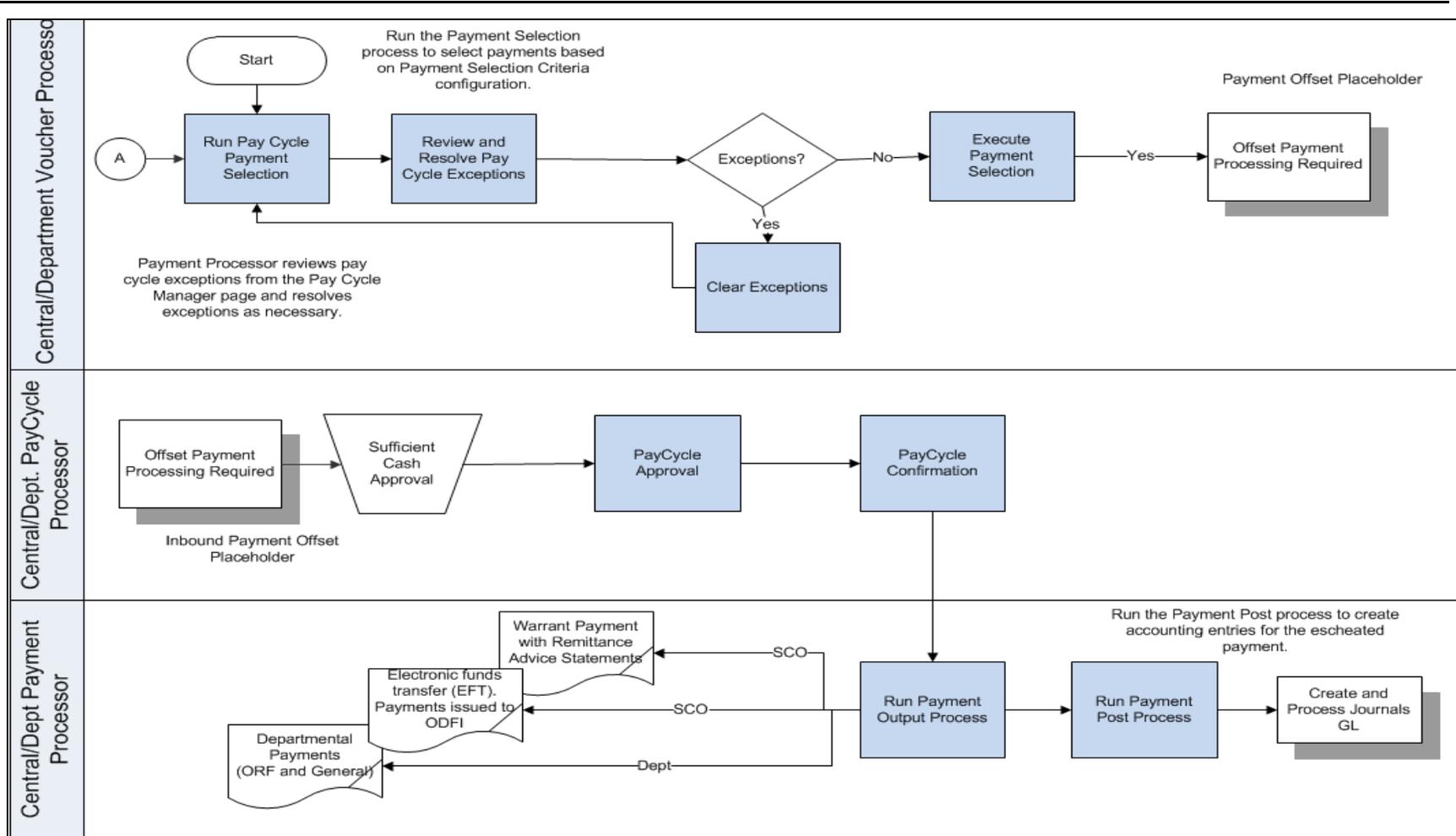
# Enter and Process Vouchers



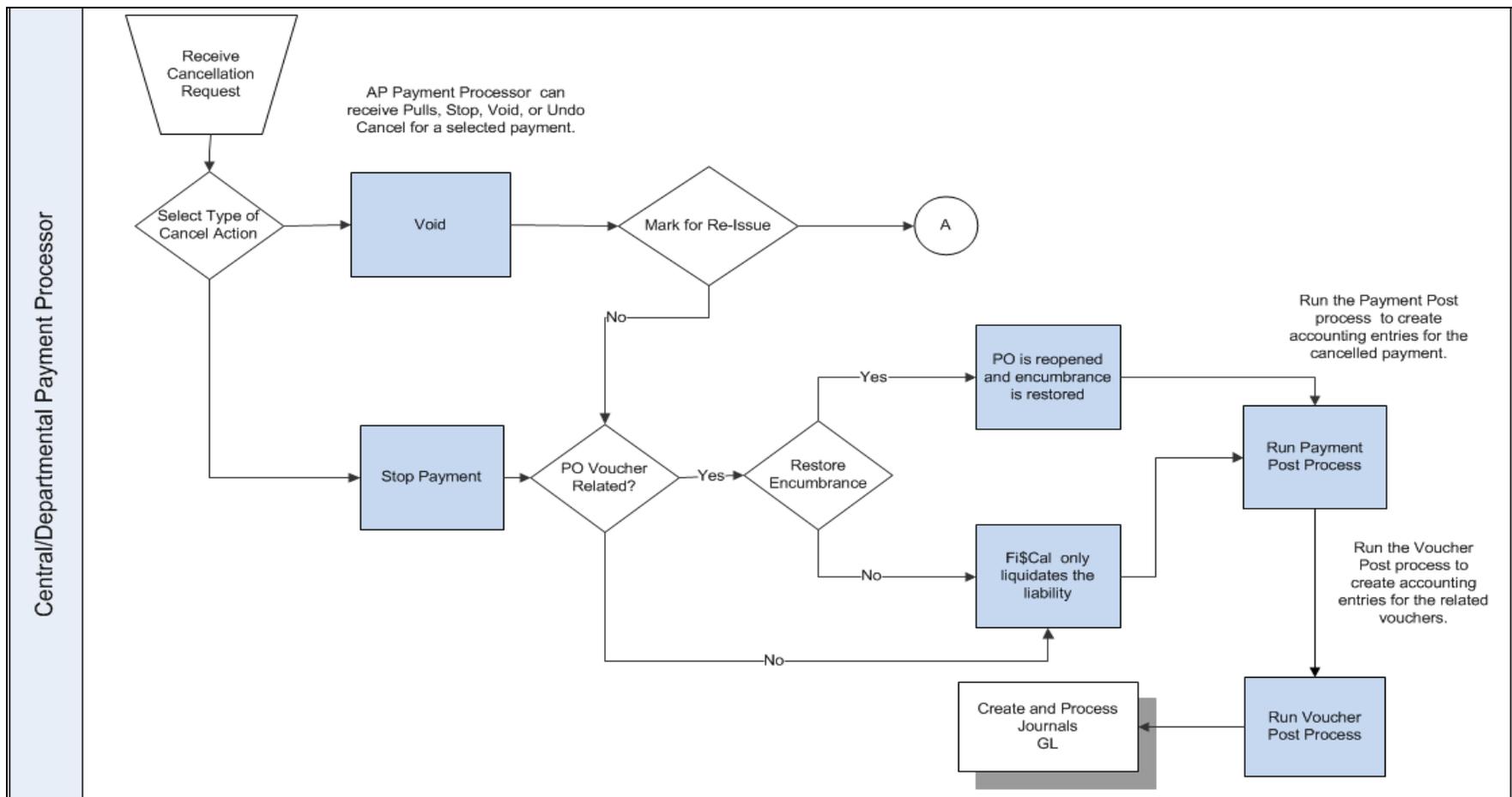
# Enter and Process Vouchers - Upload Voucher



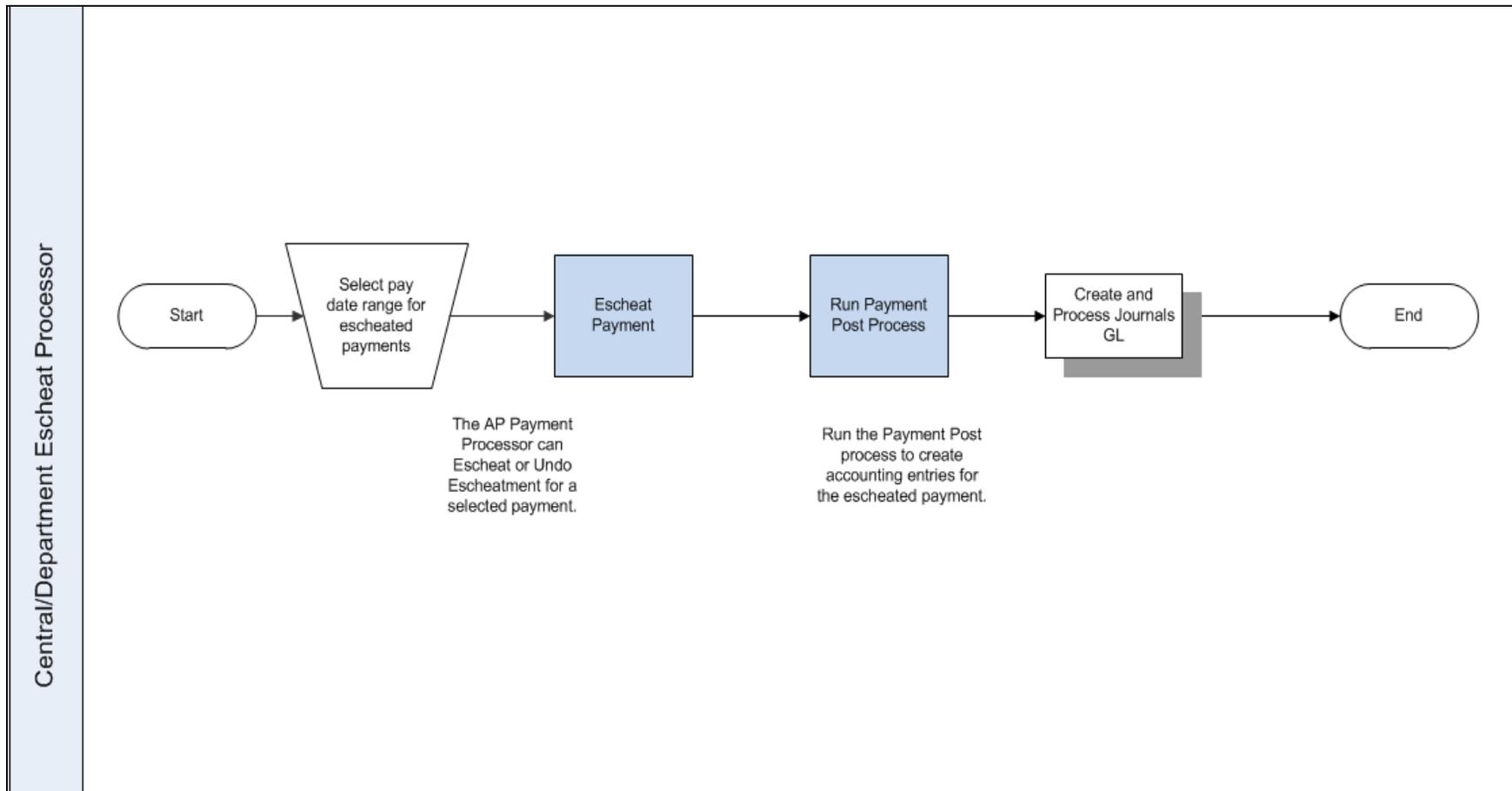
# Process Payments



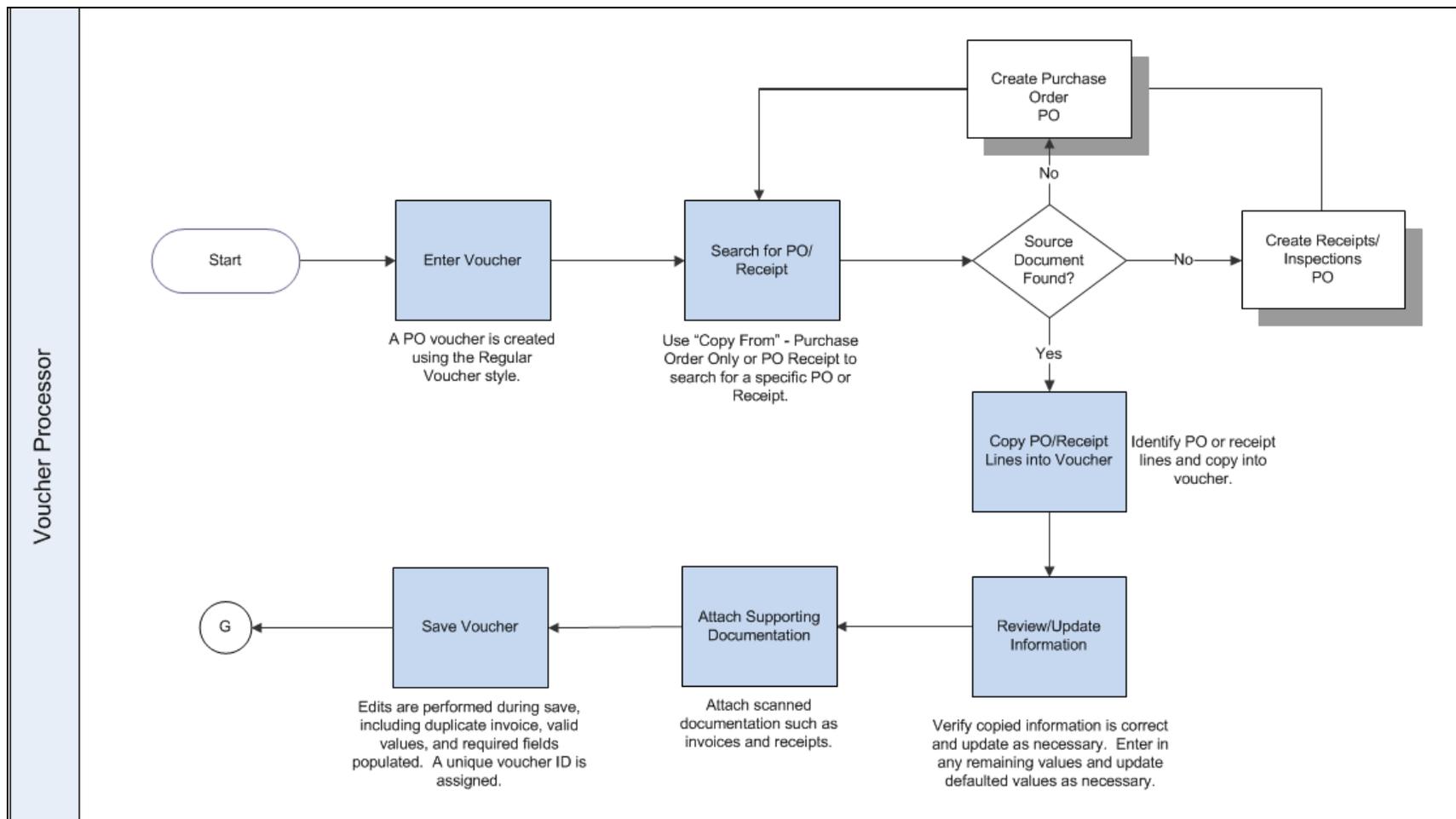
# Maintain Payments



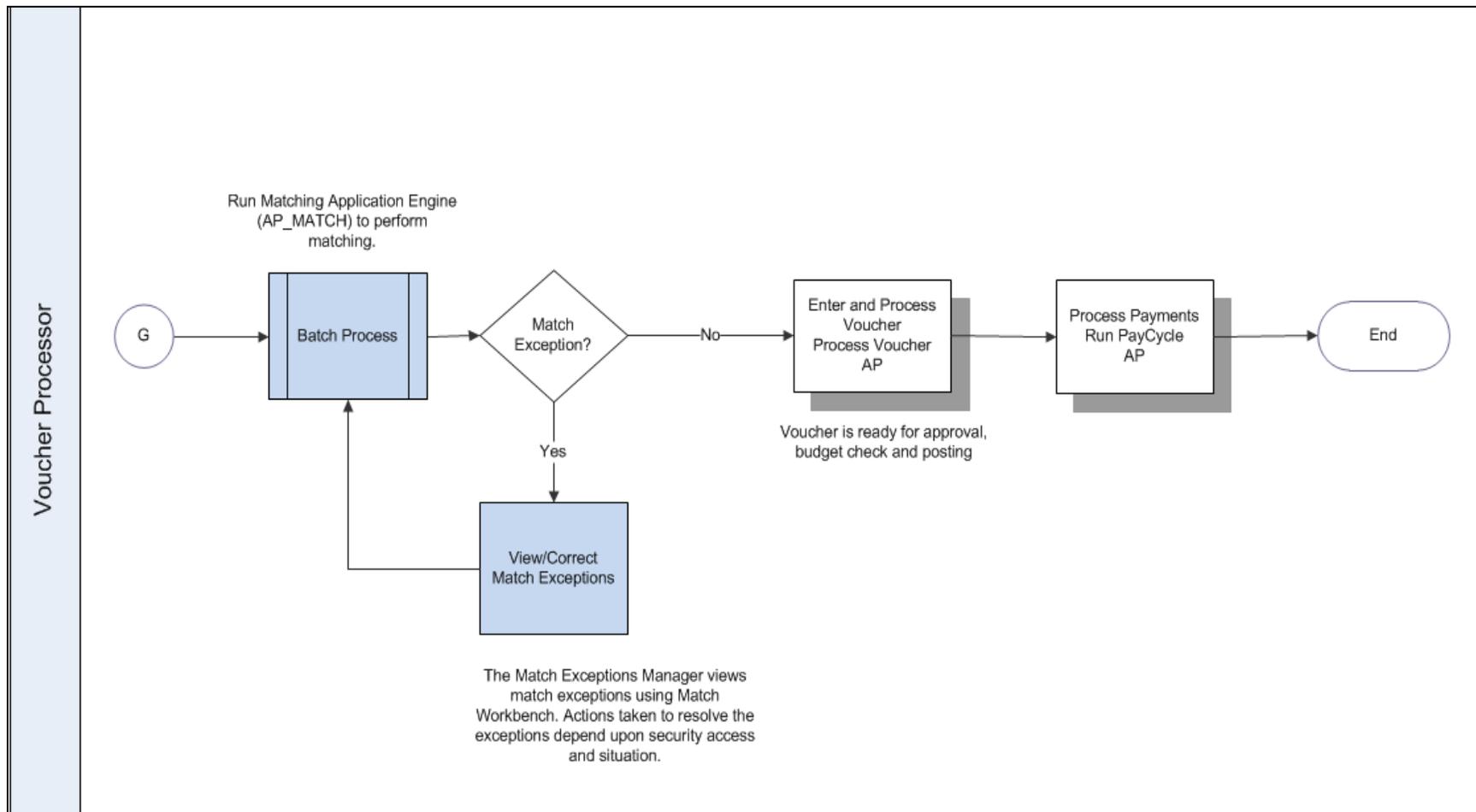
# Maintain Payments



# Matching - Enter Purchase Order (PO) Match



# Matching - Match Process



# Wave 1 UAT Scenarios

- Review Related UAT Scenarios

Business Process	UAT Scenario	Brief Description
AP1 - Enter and Maintain Vendors	Create a Basic Vendor and Approve the Vendor	Create and approve a basic vendor that will be used for creating vouchers.
AP1 - Enter and Maintain Vendors	Update an Existing Vendor	Create a vendor change request form for an existing approved vendor in FI\$Cal, approve the vendor change, make the requested changes to the vendor record, and confirm the changes were completed.
AP2 - Enter and Process Vouchers	Create a Regular Voucher and Run Voucher Status Reports	Create a voucher against a supplier invoice for payment to the vendor. Generate a report displaying the status of vouchers.
AP2 - Enter and Process Vouchers	Create a Single Payment Voucher	Create a voucher in which the vendor will not be set up in FI\$Cal.
AP2 - Enter and Process Vouchers	Create and Process an ORF Voucher and Run the ORF Reconciliation Report	Create an Office Revolving Fund (ORF) voucher for travel advances and expense reports. Generate a report for Office Revolving Fund Reconciliation.
AP4 - Matching (Integration with Procurement)	Create a PO Voucher	Create a warrant voucher against the full amount of an open Purchase Order.

# Wave 1 UAT Scenarios

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- Collect Additional UAT Scenarios
  - Open dialogue to solicit additional UAT Scenarios for usage during UAT
    - *AP1 Enter and Maintain Vendors*
    - *AP2 Enter and Process Vouchers*
    - *AP3 Process and Maintain Payments*
    - *AP4 Matching (integration with Purchasing)*

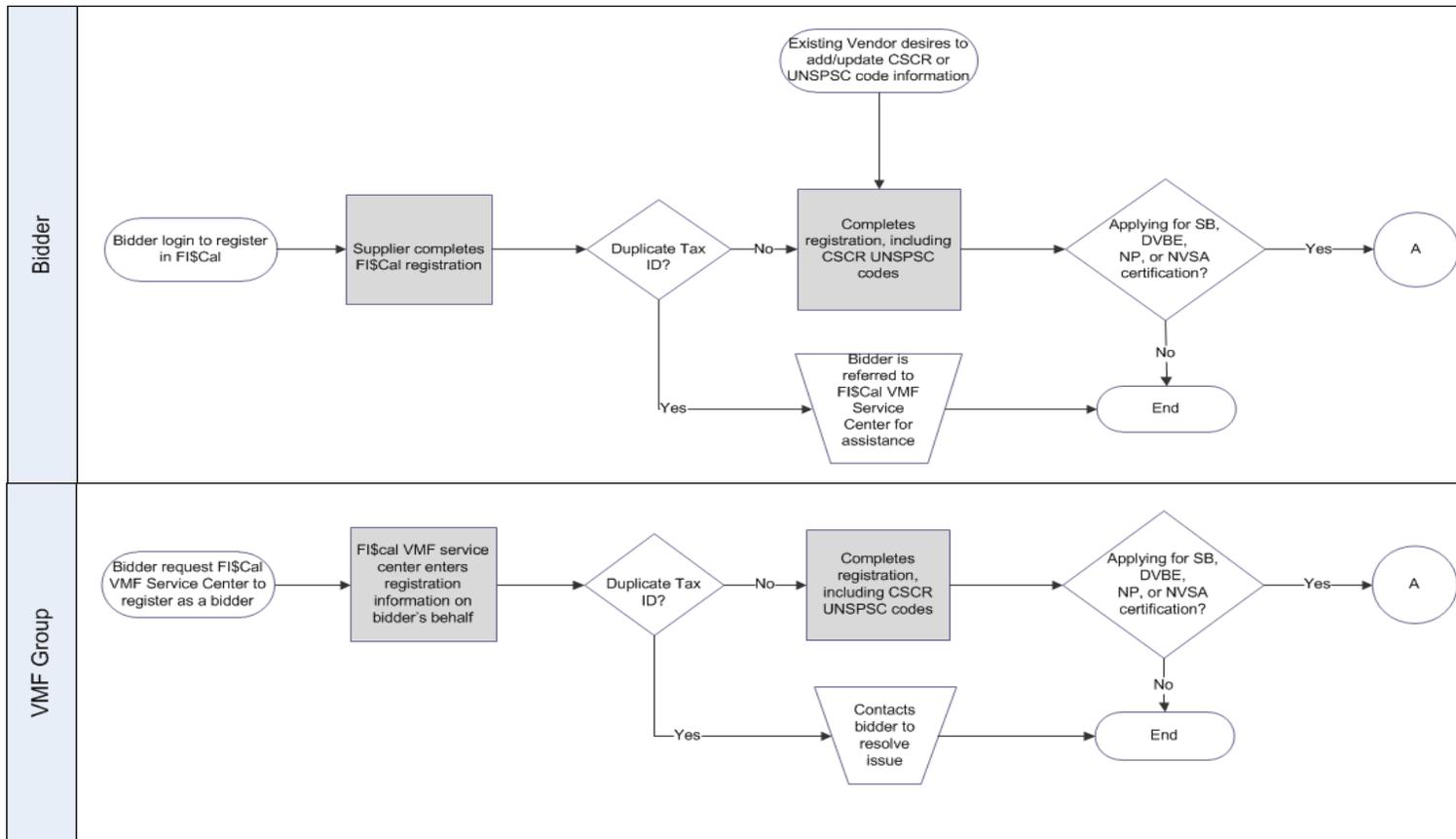
# Wave 2 UAT Scenarios

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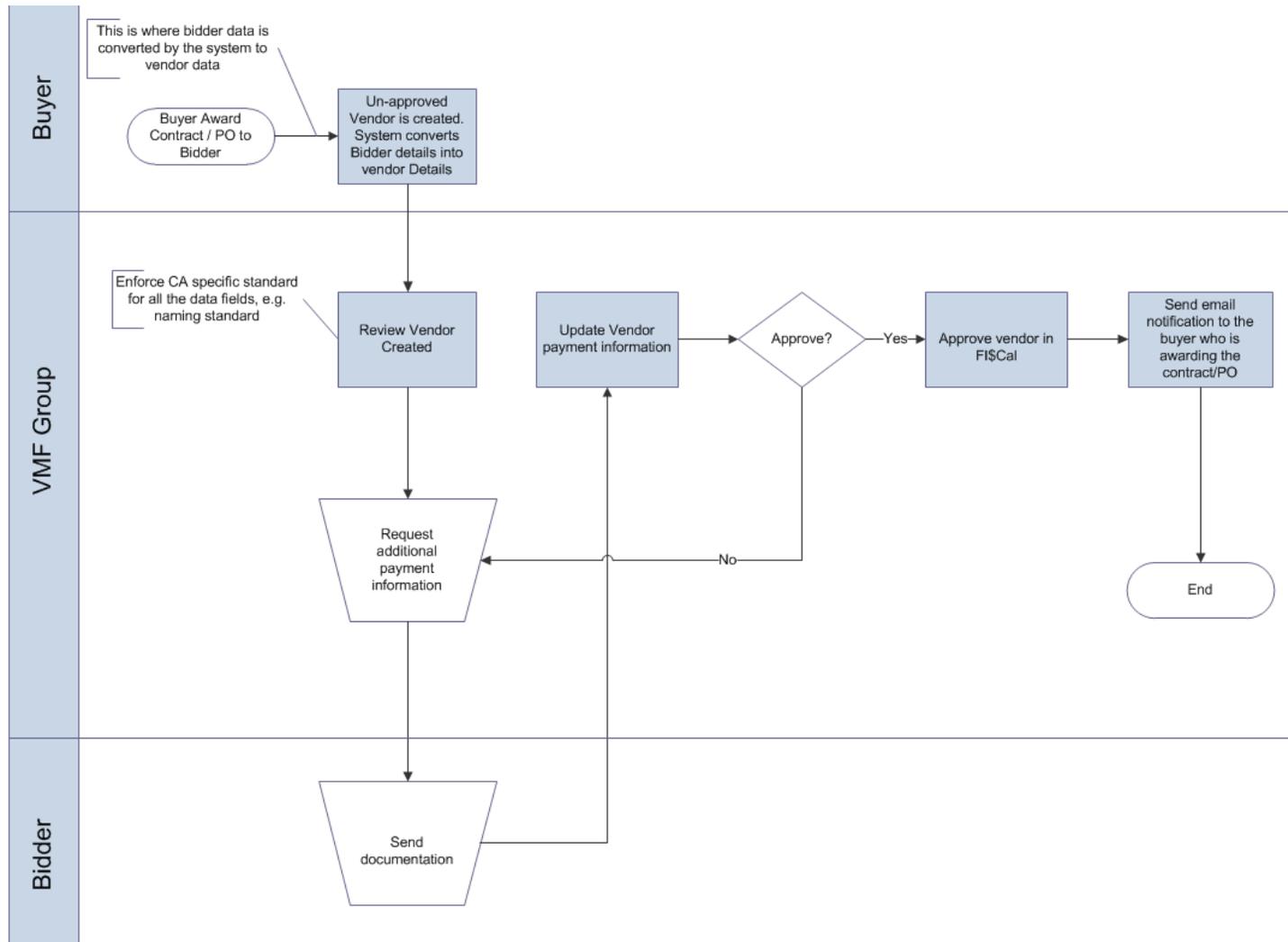
- Review Related UAT Scenarios

Business Process	UAT Scenario	Brief Description
AP1 - Enter and Maintain Vendors	Create a Confidential Vendor and View the Confidential Warning Message	Create and save a Vendor with Payment/Withholding Alt Names masked. After the Vendor ID is generated, unmask the Payment/Withholding Alt Names information and save the Vendor.
AP2 - Enter and Process Vouchers	Create a Confidential Voucher and View the Confidential Warning Message	Create and save a Single Payment Voucher with the Single Payment Vendor information masked. After the Voucher ID is generated, unmask the Single Payment Vendor information and save the Voucher.

# Bidder Registration



# Convert Bidder to Vendor



# Wave 2 UAT Scenarios

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- Collect Additional UAT Scenarios
  - Open dialogue to solicit additional UAT Scenarios for usage during UAT
    - *AP1 Enter and Maintain Vendors*
      - Bidder Registration Process

## Next Steps

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- Provide any additional UAT Scenarios (BUSN242) prior to due date
- Review and Complete the AP Scenarios as part of the BUSN242 Response Template due **Friday, February 27, 2015**

# Question and Answer

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FI\$Cal Project Information:

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