FINANCIALS PROJECT

END TO END TESTING WINDS DOWN

There has been a flurry of activity since our last update in November. Most notably, the teams have been working hard to finalize configuration and conducting End to End testing.

Approximately 400 comprehensive tests were run by a group of volunteers representing almost every department in the County. The diversity of the testers was of great value to each session and offered a variety of opportunities to discuss system functionality and process changes. As a result of the testing sessions, some configuration changes have been identified and are being discussed.

Sessions for testing some remaining functionality is scheduled for this week. Functions include:

- Supplier Contracts
- Time Entry
- Payroll Processing

YEAR END CLOSE UNDERWAY

On top of everything else, the 2014 Year End closing process is underway. Please keep these key dates in mind:

- 12/24/2014 - AR Balance/Write-offs Due
- 12/31/2014 - Cash Receipts Due
- 1/15/2015 - Vouchers Payable Due
- 1/23/2015 - Expenditure Accruals Due
- 1/26/2015 - Supply Inventory Reports Due
- 1/30/2015 - Interfund Transfers Due
- 1/30/2015 - Journal Entries (T/C 90's)
- 1/30/2015 - Construction Project (CIP) Due
- 2/2/2015 – AR Invoice Cut Off
- 2/6/2015 – PARs for Grants Due

FDM CHANGES DUE NOW

In early October each department was provided a version of their Financial Data Model (FDM) to review. The FDM acts as a foundation for the accounting and reporting capabilities of Workday. This initial review of the FDM structure was to be completed by the end of November.

Thank you to those departments that have submitted their FDM changes. This is a big job and you deserve a pat on the back. The changes submitted will be pulled together and processed in the conversion database so that every department will have one last opportunity to review their handy work before our final pre-production conversion in January.

If you have not submitted FDM changes, please give this your immediate attention and submit changes to Londa Caine as soon as possible. If you feel that you need a refresher on how to tackle this assignment, please take some time to review the October 27 presentation on the blog or contact Londa at x6254 for assistance.

WHAT'S AHEAD

DECEMBER: From now until the middle of January, the project teams focus on completing User Acceptance Testing. This stage of testing will be conducted using a combination of scripted test scenarios and "Bring Your Own Work" workshops. This strategy should uncover any situations not previous discovered in testing.

JANUARY: In addition to completing User Acceptance Testing, the month of January will be a time focused on preparing for conversion and training. Trainers will be busy developing training materials and videos.

FEBRUARY: Trainers will be busy finalizing training materials early in February so that classroom training can begin. Class titles will be published by the end of December with schedules being published early in January. In addition teams will be testing the Workday 24 upgrade in preparation for the March go-live date.

See more on the Blog: https://post.ad.co.pierce.wa.us/wdfinancials/