



South Carolina Enterprise Information System

Executive Oversight Committee

Monday, November 8, 2010

STATE INFORMATION
TECHNOLOGY



SC BUDGET AND CONTROL BOARD



Production Support

Monday, November 8, 2010



Production Support Service Desk Ticket Trends

Total Tickets by Week



Production Support Service Desk Aging Report

	<= 5 Days	6 to 10 Days	11 to 15 Days	> 15 Days	Total	10/13/2010
FI Team	<u>21</u>	<u>5</u>	<u>1</u>	<u>41</u>	<u>68</u>	<u>96</u>
MM Team	<u>14</u>	<u>1</u>	<u>1</u>	<u>3</u>	<u>19</u>	<u>25</u>
HR ESS	<u>11</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>12</u>	<u>7</u>
HR MSS	<u>7</u>	<u>1</u>	<u>0</u>	<u>2</u>	<u>10</u>	<u>5</u>
HR PA/OM	<u>10</u>	<u>2</u>	<u>0</u>	<u>5</u>	<u>17</u>	<u>25</u>
HR Payroll	<u>27</u>	<u>13</u>	<u>17</u>	<u>29</u>	<u>86</u>	<u>69</u>
HR Time	<u>46</u>	<u>14</u>	<u>8</u>	<u>22</u>	<u>90</u>	<u>52</u>
HR Travel	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>	<u>6</u>	<u>15</u>
HR Team	<u>1</u>	<u>0</u>	<u>0</u>	<u>4</u>	<u>5</u>	<u>0</u>
IM Team	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>1</u>
Blackboard Tier II	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>
Training Team	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>2</u>
Security Team	<u>10</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>12</u>	<u>3</u>
Integration Team	<u>1</u>	<u>1</u>	<u>0</u>	<u>2</u>	<u>4</u>	<u>7</u>
BW Team	<u>1</u>	<u>0</u>	<u>2</u>	<u>5</u>	<u>8</u>	<u>3</u>
Development Team	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>2</u>
Workflow	<u>0</u>	<u>1</u>	<u>0</u>	<u>2</u>	<u>3</u>	<u>8</u>
Deployment Team	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>
CG Vendor	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>
CG Payroll	<u>0</u>	<u>0</u>	<u>0</u>	<u>7</u>	<u>7</u>	<u>9</u>
CG Accounts Payable	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
CG Accounting	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Basis Team	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>1</u>
Enhancements Team	<u>0</u>	<u>4</u>	<u>0</u>	<u>10</u>	<u>14</u>	<u>10</u>
Performance	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>2</u>	<u>3</u>
Authorization	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>158</u>	<u>45</u>	<u>30</u>	<u>139</u>	<u>372</u>	<u>344</u>



HR/Payroll Year-End Status

Monday, November 8, 2010



HR/Payroll Year-End/Support Packs

- 🌀 As part of year-end activities, the team will finalize the following configuration/processes in SCEIS:
 - Configuration for claims process
 - Configuring the U.S. Tax Reporter
 - Generating tax forms and validating the print functionality
 - Performing payroll results adjustments
 - Running the reconciliation report
 - 941 reconciliation report
 - Finance reconciliation report (FI Postings)
 - W2 reconciliation report
 - Third Party payments report

HR/Payroll Year-End/Support Packs

- 🌀 In addition the team will be setting up the system for the new tax year:
 - Setting up the deduction schedule
 - Setting up the annual holiday schedule
 - Setting up the payment models
 - Refreshing the bank master
 - Updating the system with the new BSI tax tubs
 - Establishing the payroll periods
 - Establishing the payroll posting dates
 - Establishing the payroll closing dates
 - Setting up the gates for the year end retro
 - Updating the EIP rates

HR/Payroll Year-End/Support Packs

🌀 SAP Support Packs

- SAP released mid October their Year End Support Packs
 - Called Country Legal Changes that assist us in applying year-end federal legal changes
- Support Pack process/timeline
 - 10/29 - Refresh Sandbox from a copy of the Production system and apply support packs
 - 11/19 – Finish testing in Sandbox
 - 11/26 – Apply Support Packs to Development system
 - System freeze for changes to HR/Payroll configuration
 - 12/03 – Migrate Support Packs to Quality Assurance system
 - Final testing before moving to Production
 - 12/05 – Migrate Support Packs to Productions



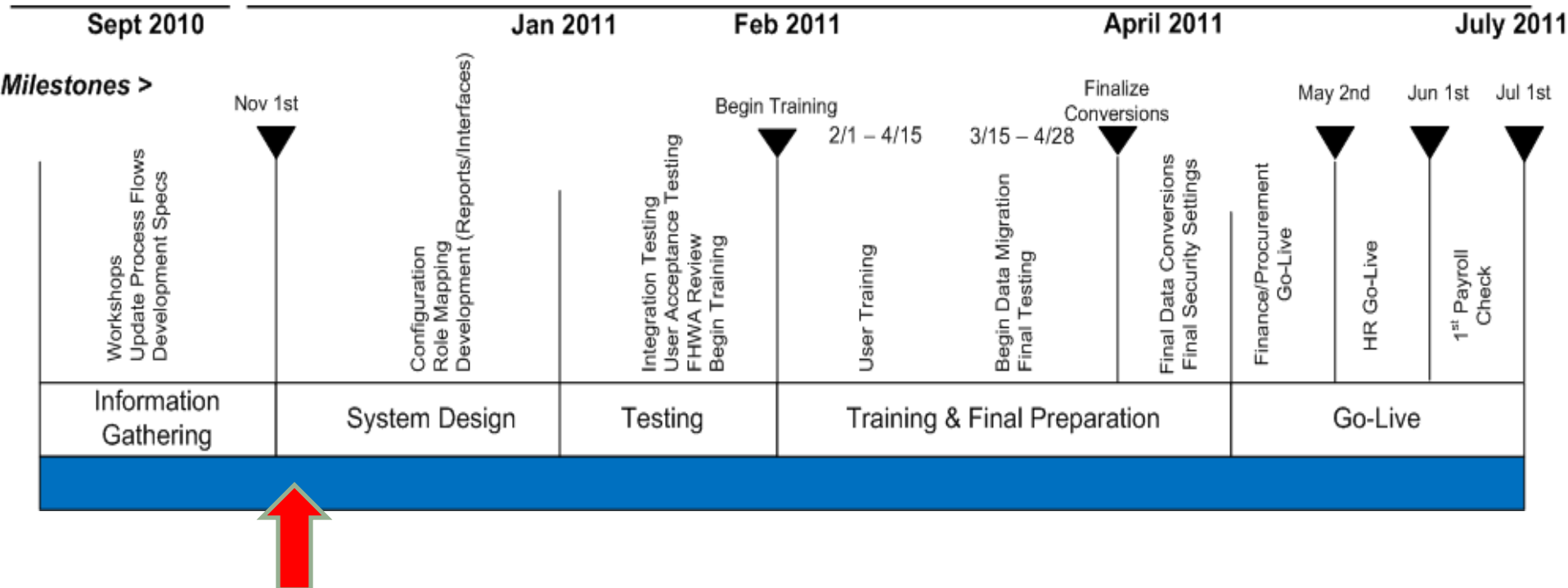
DOT Project

Monday, November 5, 2010





Implementation Timeline



🌀 Next Step for November

- Finish up workshops
- Begin to configure the system for Organization information in SAP for SCDOT
 - Business areas
 - Plants/Storage Locations
 - Purchase Groups
- Data Migration begins
 - Layout timeline for data to be loaded (Complete)
 - Start loading Finance Master data into test system
- Role Mapping begins
 - Clean up HRIS data
 - Begin reviewing different types of roles with SCDOT

🌀 Next Step for November

- Finalize new requirements for interfaces
 - Begin developing new interfaces
- Finalize reporting requirements
 - Provide functional design specifications
- Begin unit testing
 - Begin reviewing/testing Master Data
 - Begin unit testing for processes
- Begin Workforce Transition Overview
- Document key scope decisions
- Review key milestones with the team