



South Carolina Enterprise Information System

User Group Meeting

Friday, March 23, 2012





South Carolina Enterprise Information System

Welcome John Taylor





South Carolina Enterprise Information System

Use Tax Overview & Improvement Solutions Under Consideration

Susanne Reich



Improvements under consideration

- ① Create new tax payable accounts and implement a clearing process for the new accounts.
 - **Benefit:** In one transaction, users would be able to select tax payable line amounts and create a payable to the Department of Revenue (DOR) for the total to be paid.
 - **Benefit:** Agency users would no longer have to reverse grant-related use tax accrual.
 - **Benefit:** Incorporates DOR tax revenue posting into SCEIS process to streamline process within requirements.

Use Tax Improvements Under Consideration

- 🌀 **Important Note:** Until use tax improvements are finalized and implemented, agencies should continue to review current tax payable accounts.
- 🌀 Remit tax as required.

New Use Tax Fields Added To Expenditure Recon. Report

- ④ Effective Monday, March 26
- ④ Detailed in the Monday, March 19 Weekly Update
- ④ Three new columns will be added to give a more in-depth view of use tax:
 1. **SAP Use Tax:** This is the Use Tax Payable. Users can click on the amount for the detailed information.
 2. **Use Tax Paid:** This is the amount the Agency has remitted to the Department of Revenue. Users can click on the amount for the detailed information.
 3. **Use Tax Difference:** This is the difference between SAP Use Tax and Use Tax Paid. This field does not have drilldown capability.

New Use Tax Fields Added To Expenditure Recon. Report

SAP to STARS Expenditure Reconciliation By Fiscal Month Report with New Columns Added (Summary view):

SAP to STARS Expenditure Reconciliation By Fiscal Month																																																																																																																																																																																																																																																																																												
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H630	2012	7	1	0200.000000.000	10,191.47	10,296.47			0.00	0.00	H630	2012	7	1	3500.050000.000	1,079,783.89	1,080,775.69	0.00	0.00	0.00	0.00	H630	2012	7	1	3500.070000.000	48,806,852.08	48,994,076.89	173,783.07-	156,012.90	17,770.17-	107.00	H630	2012	7	1	5000.000000.000	2,543,772.24	2,607,014.65	1,652.90-	1,359.67	293.23-	0.00	H630	2012	7	1	6000.010000.000	1,054,722,844.09	1,056,868,236.01	0.00	0.00	0.00	0.00	H630	2012	7	1	7000.000000.000	3,821,500.86	3,922,214.04	3,416.20-	2,352.26	1,063.94-	0.00	H630	2012	7	1	8200.200000.000	757,139.85	757,412.93	0.00	0.00	0.00	0.00	H630	2012	7	3	0500.000000.000	405,954.29	411,516.15	4,582.09-	19.92	4,562.17-	0.00	H630	2012	7	3	2000.000000.000	257,935.24	260,323.93	524.92-	363.22	161.70-	0.00	H630	2012	7	3	2500.010100.000	70,614.88	70,570.06	0.00	97.11	97.11	0.00	H630	2012	7	3	3500.070000.000	3,096,210.58	3,096,343.42	132.84-	6.77-	139.61-	0.00	H630	2012	7	3	5000.000000.000	347,122.27	359,906.27	23.52-	23.52	0.00	0.00	H630	2012	7	3	9900.000000.000	30,872.22	32,756.36	0.00	0.00	0.00	0.00	H630	2012	7	4	4400.204003X000	2,741,499.84	2,742,213.84	0.00	0.00	0.00	0.00	H630	2012	7	4	8200.010500X000	10,694,225.55	10,714,249.27	0.00	0.00	0.00	0.00	H630	2012	7	4	8200.100000X000	1,412,117.67	1,413,089.30	0.00	0.00	0.00	0.00	H630	2012	7	5	0500.000000.000	5,877,005.94	5,881,308.88	1,938.91-	0.00	1,938.91-	0.00	H630	2012	7	5	0700.000000.000	4,103,083.57	4,103,083.57	1,250.05-	0.00	1,250.05-	0.00	H630	2012	7	5	2000.000000.000	214,138.72	214,138.72	31.76-	0.00	31.76-	0.00	H630	2012	7	5	3500.050000.000	1,626,784.21	1,628,636.39	3,128.99-	0.00	3,128.99-	0.00	H630	2012	7	5	6000.010000.000	510,115,292.21	510,115,512.21	0.00	0.00	0.00	0.00	H630	2012	7	5	8200.200000.000	3,222,473.31	3,240,358.35	0.00	0.00	0.00	0.00						558,932,335.76	559,119,885.57	173,783.07-	156,012.90	30,243.42-	107.00								173,783.07-	156,012.90	30,243.42-	107.00
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New Use Tax Fields Added To Expenditure Recon. Report

SAP to STARS Expenditure Reconciliation By Fiscal Month Report—Detail View:

System Help SAP

SAP to STARS Detail Reconciliation (FM)

Update Status Filtered By Status Show All Unmatched

Difference for 3 2000.000000.000 As of FY 2012 FM 007 2,226.99

BusA	Year	Doc No	Warrant Id	Error Desc	RFu...	SAP PDate	FM	SAP Am...	Use T...	E...	SF	STARS...	STARS ...	FM	STARS ...	Diff...
H630	2012	5700347659	H631108318004020	SAP Diff= Use Tax.	3035	20110830	002	738.35-	48.30-	S	3	20110831	3492393	002	690.05-	0.00
H630	2012	5700352246	H631109086004020	SAP Diff= Use Tax.	3035	20110907	003	502.77-	32.89-	S	3	20110908	3408130	003	469.88-	0.00
H630	2012	3900112928	H631109204002003	STARS Use Tax Paid.	0	000	000	0.00	48.30	S	3	20110920	3435378	003	48.30-	0.00
H630	2012	5700356472	H631109276007004	SAP Diff= Use Tax.	3035	20110926	003	4,311.03-	282.03-	S	3	20110927	3451259	003	4,029.00-	0.00
H630	2012	3900116242	H631110174002003	STARS Use Tax Paid.	0	000	000	0.00	314.92	S	3	20111017	3492136	004	314.92-	0.00
H630	2012	5700433946	H631201266010022	SAP Diff= Use Tax.	3035	20120120	007	2,471.70-	161.70-	S	3	20120126	3406773	007	2,310.00-	0.00
								000 = 8,023.85-	161.70-			000 = 7,862.15-	0	0.00		

Use Tax Column

ZFI_BOR SCEISSBX5 INS



South Carolina Enterprise Information System

Finance Reporting Show & Tell

John Taylor





South Carolina Enterprise Information System

Internal Orders Update

Renee Rochester, John Taylor





South Carolina Enterprise Information System

ZMRBR Reminders

Bruce Burnett



-
- ④ The ZMRBR Process will be implemented for all agencies on Monday, April 2
 - ④ For those agencies that approve invoices by cost center, ZMRBR will not interfere with the current cost center security
 - ④ There will be a brief freeze period during which agencies will not be able to enter invoices:
 - 5:00 p.m. on Wed., March 28 through opening of business on Mon., April 2.
 - ④ Agencies should clear all existing parked “RE” documents by Wed., March 28



South Carolina Enterprise Information System

Top SCEIS Service Desk Tickets: FI & MM

SCEIS Team



Top SCEIS Tickets: Finance

Team	Issue	Resolution
Finance – Funds Management	How can users reverse budget documents?	Use the FMBB transaction to reverse the budget document.
Finance – Assets	How can users reverse retired assets?	Reverse the assets using the AB08 transaction.
Finance – Assets	How can users create assets purchased on a P Card?	Use the ABZON transaction to create assets purchased with a P Card.
Finance – Assets	How can users record donated assets?	Use the process shown in today's live demonstration.

Top SCEIS Tickets: Finance

Team	Issue	Resolution
Finance – Grants Management	What happens when a user copies a grant with reference?	The derivations are not copied.

Team	Issue	Resolution
Materials Management – Changing a PO	Blanket PO with multiple payments against but now the Account Assignment needs to be changed	Once a payment is entered against a PO line item, the Account Assignment can no longer be changed. The following must be done to begin paying with new funds: <ol style="list-style-type: none"> 1. Copy the line item that needs updating. 2. Enter an explanation in Text, Final Invoice, and Lock the <u>original</u> line item. 3. Reduce the Quantity field for the new PO line to the remaining balance of the Blanket. 4. Update the Account Assignment to reflect the new Funding.

Top SCEIS Tickets: MM

Team	Issue	Resolution
SRM- ORG Structure	A ticket is entered to add a Shopping Cart Role or an Approver Role and information is missing.	<p>Needed information for these type of requests are as follows:</p> <p>Shopping Cart Role-</p> <ul style="list-style-type: none"> a. Spending Limit-Shopping Cart Value that does not require approval. <u>(User Limit)</u> b. Approver-who will approve user's Shopping Carts <u>(User Manager)</u> <p>Approver Role-</p> <ul style="list-style-type: none"> a. Approver Limit-Shopping Cart Value Approver is authorized to approve. <u>(Approver Limit)</u> b. Shopping Cart User's-Whose SC's will route to Approver. <u>(Approver Manager(s))</u> <p>NOTE: User Limits and Approver Limits can be set to \$0.00</p>

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- 🌀 The SCEIS Team will submit data transfer information from the system to Recovery Audit Specialists Tuesday, May 1.
 - 🌀 Recovery Audit Specialists is engaging various agencies on the audit process while answering questions as they come up.
 - 🌀 Contact ITMO Procurement Manager Ron Conner with any questions you have:
 - ron.conner@itmo.sc.gov



South Carolina Enterprise Information System

15-Minute Break





South Carolina Enterprise Information System

SCEIS User Group Representatives to the Change Advisory Board Presented by John Taylor





South Carolina Enterprise Information System

HR/Payroll Reporting Show & Tell

Lane Small, Kelly Watkins





South Carolina Enterprise Information System

System Improvement to Display Object Abbreviation and Name Changes on Personnel Administration

Paige Stephens



- ☉ March 19, 2012 Weekly Update announcing the system improvement to Infotype 0001, Organizational Assignment.

- ☉ There are two data elements affected by the improvement:
 - IT1000 – Object abbreviation and name stored in agency Organizational Management (OM) records

 - IT0001 – Organizational Assignment Infotype displayed in agency Personnel Administration (PA) records

Prior to the Change

- ☉ Prior to the change, when a change was made to the Object abbreviation and/or name, these changes did not automatically carry over to records displayed on IT0001 on the PA side.
- ☉ In the example below the organizational unit name was changed to “Admin. – Show New C”. When reviewing IT0001 on the PA side the old name “Administration” still shows.

Organizational plan	
Percentage	100.00
Position	60013622
Job key	30000225
Org. Unit	20001103
Org.key	F030F030HRPAY

AA75
ADMINISTRATIVE AS ...
AA75
ADMINISTRATIVE AS ...
F03015A
Administration

-
- ⦿ Now when a change is made on the OM side to IT1000 on an organizational unit or position name and/or abbreviation text will automatically update the text displayed on the organizational assignment IT0001 in PA.
 - ⦿ The only exception to this automated update is on “old” infotypes with effective date ranges that have a delimited end prior to the effective date of the change.

- Now in our example when the organizational unit name is changed from “Administration” to “Admin. – Show New C” the change is reflected immediately on IT0001 on the PA side.

Organizational plan		
Percentage	100.00	
Position	60013622	AA75 ADMINISTRATIVE AS ...
Job key	30000225	AA75 ADMINISTRATIVE AS ...
Org. Unit	20001103	F03015A Admin. - Show New C...
Org.key	F030F030HRPAY	

An Agency changes an organizational unit name effective 02/02/2012 in OM. Below is a summary of the effect on PA IT0001:

- ☉ Text of old organizational assignment records which was end dated prior to 02/02/2012 will not be updated.
- ☉ Text of older organizational assignment records which have a begin date prior to the change and an end date after the change (09/17/2011 through 03/17/2012, for example) – is displayed automatically.
- ☉ Text of current organizational assignment records is displayed automatically.



South Carolina Enterprise Information System

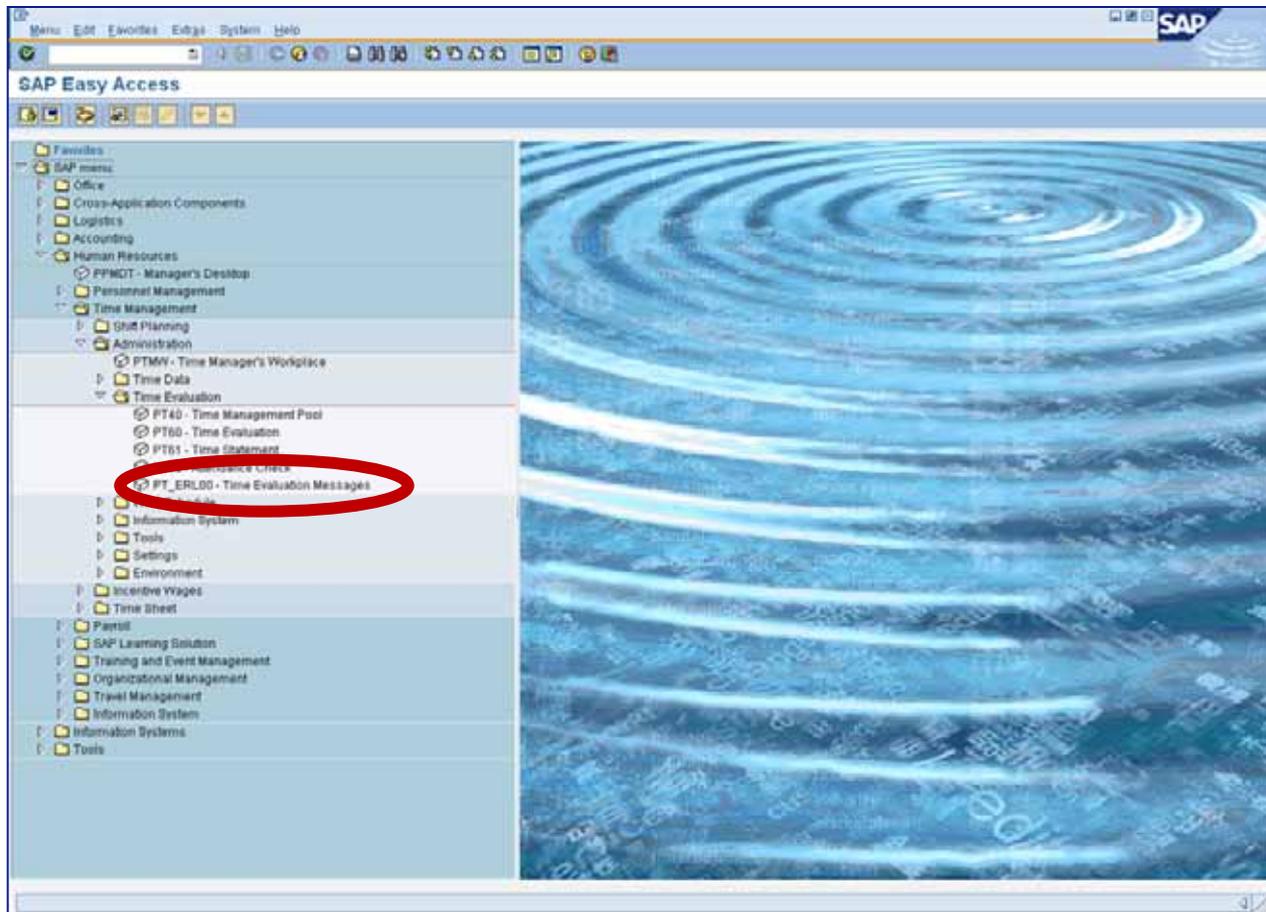
Top SCEIS Service Desk Tickets: HR/Payroll SCEIS Team



Team	Issue	Resolution
<p>Human Resources / Payroll – Time Management</p>	<p>A temporary employee entered working hours and the manager approved them, but no pay was generated for the employee. What happened?</p>	<p>This occurred because the Time Management Status stored on Infotype 7 was incorrect. To detect incorrect data on Infotype 7, run the PT_ERL00–Time Evaluation Exception Report, as shown in the following slides.</p> <p>You can also view detailed training documentation that walks you through the process on the SCEIS uPerform site, uperform.sc.gov, under the HR/Payroll > Time and Leave Management section.</p>

Top Tickets – PT_ERL00 Time Report

1. Start the transaction using the menu path or transaction code. In the screen below, double-click PT_ERL00 – Time Evaluation Messages to access the screen shown on the next slide.



Top Tickets – PT_ERL00 Time Report

- Click the “Up to today” radio button, circled in red below, then the “Get Variant” button, boxed in black below.

- Double-click to select your variant. Always use the TIME_EVAL_ERR variant for this report.

The screenshot shows the SAP 'Time Evaluation Messages Display' interface. The 'Period' section has the 'Up to today' radio button selected and circled in red. The 'Get Variant' button is boxed in black. Below the 'Period' section are 'Selection' and 'Error attributes' sections with various input fields and dropdown menus.

The screenshot shows the 'ABAP: Variant Directory of Program RPTERL00' window. It displays a table of variants for the program RPTERL00. The 'TIME_EVAL_ERR' variant is highlighted in green.

Variant name	Short description
TIME_EVAL_ERR	Time Evaluation error
TIME_EVAL_EXP	Time evaluation Exception repo

Top Tickets – PT_ERL00 Time Report

4. Click the Execute button.
- At this point, you can save the report in an Excel file or simply run the report. It will like the screen shot shown on the next slide.

The screenshot shows the 'Time Evaluation Messages Display' application window. The title bar includes 'Program Edit Goto System Help'. The toolbar contains several icons, with the 'Execute' icon (a green play button) circled in red. Below the toolbar are buttons for 'Further selections', 'Search help B', and 'Sort order'. The main area is divided into three sections:

- Period:** Includes radio buttons for 'Today', 'Up to today' (selected), 'Other period', 'Current month', 'From today', and 'Current year'. It also has input fields for 'Data Selection Period', 'Person selection period', and 'Payroll period'.
- Selection:** A list of criteria with input fields and dropdown arrows: 'Personnel Number', 'Employment status', 'Company Code', 'Payroll area', 'Pers. area/subarea/cost center', and 'Employee group/subgroup'.
- Error attributes:** A list of attributes with input fields and dropdown arrows: 'Category of Message Type', 'Number of Message Type', 'Message type', 'List indicator', 'User text', 'PDC message number', 'Historical record flag', and 'Time' (with '00:00:00' values).

At the bottom, there is a 'Layouts' section with a dropdown menu showing '/TIME_EXCEP' and the text 'Time evaluation exceptions'.

Top Tickets – PT_ERL00 Time Report

List Edit Goto Views Settings System Help

Time Evaluation Messages Display

Time Evaluation Messages Display

PA	MesSty	Message long text	PersNo.	CD	Logical date	EEGrp	ESgrp	Subarea	PArea	WS rule	TM	Empl. %	WWeek	Msg.type	ProcDate
H630	E1	Academic End Date does not exist	10000248	FR	10/08/2010	J	JL	UT43	SM	D375AD03	9	100.00	01	E	10/19/2010
H670	E9	Mismatch TMSTA Found	10001145	FR	10/08/2010	1	1A	CG00	SM	D375RG01	1	100.00	01	E	10/19/2010
H710	E1	Academic End Date does not exist	10001295	FR	10/08/2010	J	JM	UT01	SM	D375AD03	9	100.00	01	E	10/19/2010
H710	E1	Academic End Date does not exist	10001330	SA	06/19/2010	I	IC	GSCH	SM	D375AD06	1	100.00	01	E	10/19/2010
H710	01	Date type not in infotype D041	10001405	FR	07/02/2010	I	IC	KB00	SM	D375AD06	1	100.00	01	E	10/19/2010
H710	E1	Academic End Date does not exist	10001415	FR	10/08/2010	I	IA	ESCH	SM	D375AD04	9	100.00	01	E	10/19/2010
H710	E1	Academic End Date does not exist	10001430	FR	10/08/2010	I	IC	KSCH	SM	D375AD06	1	100.00	01	E	10/19/2010
H710	E1	Academic End Date does not exist	10001470	WE	09/29/2010	I	IA	ESCH	SM	D375AD07	9	100.00	01	E	10/19/2010
J160	E9	Mismatch TMSTA Found	10003714	FR	10/08/2010	1	1C	HD00	SM	D375RG01	9	100.00	07	E	10/19/2010
J160	E9	Mismatch TMSTA Found	10004253	FR	10/08/2010	1	1C	EC00	SM	D375RG01	9	100.00	07	E	10/19/2010
J160	E9	Mismatch TMSTA Found	10005766	FR	10/08/2010	1	1A	AH00	SM	D375RG01	1	100.00	07	E	10/19/2010
P280	E9	Mismatch TMSTA Found	10007601	FR	10/08/2010	1	1A	AD00	SM	D375RG01	1	100.00	01	E	10/19/2010
P280	E9	Mismatch TMSTA Found	10008773	FR	10/08/2010	1	1A	LA00	SM	D40-RT01	1	100.00	07	E	10/19/2010
H750	E1	Academic End Date does not exist	10009072	MO	08/02/2010	I	IC	GSCH	SM	N40-AD10	1	100.00	01	E	10/20/2010
H750	E1	Academic End Date does not exist	10009007	MO	08/02/2010	L	LB	ZD00	SM	D40-AD05	1	100.00	01	E	10/20/2010
H750	E1	Academic End Date does not exist	10009187	TU	10/05/2010	I	IA	GSCH	SM	D40-AD12	9	100.00	01	E	10/19/2010
P280	E9	Mismatch TMSTA Found	10009243	FR	10/08/2010	1	1A	LB00	SM	D40-RT01	1	100.00	07	E	10/19/2010
P280	E9	Mismatch TMSTA Found	10009278	FR	10/08/2010	1	1C	LB00	SM	D40-RT01	9	100.00	07	E	10/19/2010
H750	E1	Academic End Date does not exist	10009312	MO	08/02/2010	I	IC	KSCH	SM	D40-AD05	1	100.00	01	E	10/20/2010
H750	E1	Academic End Date does not exist	10009362	WE	06/02/2010	I	IC	GSCH	SM	E40-AD07	1	100.00	01	E	10/20/2010
H750	E1	Academic End Date does not exist	10009522	MO	08/02/2010	I	IC	KSCH	SM	D40-AD05	1	100.00	01	E	10/20/2010
H750	E1	Academic End Date does not exist	10009557	MO	08/02/2010	I	IC	GSCH	SM	E40-AD07	1	100.00	01	E	10/20/2010
E240	E9	Mismatch TMSTA Found	10009725	FR	10/08/2010	4	40	ZA00	SM	D40-RG01	1	100.00	01	E	10/19/2010
H750	E1	Academic End Date does not exist	10010017	WE	06/02/2010	I	IC	ASCH	SM	D375AD12	1	100.00	01	E	10/20/2010
H750	E1	Academic End Date does not exist	10010022	MO	08/02/2010	L	LB	ZD00	SM	D40-AD05	1	100.00	01	E	10/20/2010
E240	E9	Mismatch TMSTA Found	10010025	WE	09/29/2010	4	40	ZA00	SM	D40-RG01	1	100.00	01	E	10/19/2010
H750	E1	Academic End Date does not exist	10010032	MO	08/02/2010	I	IC	KSCH	SM	D40-AD05	1	100.00	01	E	10/20/2010
E240	E9	Mismatch TMSTA Found	10010070	FR	10/08/2010	5	58	ZA00	SM	D40-F177	9	100.00	01	E	10/19/2010
H750	E1	Academic End Date does not exist	10010147	MO	08/02/2010	I	IC	GSCH	SM	E40-AD07	1	100.00	01	E	10/20/2010
E240	E9	Mismatch TMSTA Found	10010155	FR	10/08/2010	4	40	ZA00	SM	D40-RG01	1	100.00	01	E	10/19/2010
H750	E1	Academic End Date does not exist	10010306	MO	08/02/2010	I	IC	KSCH	SM	D40-AD05	1	100.00	01	E	10/20/2010
H750	E1	Academic End Date does not exist	10010316	MO	08/02/2010	I	IC	GSCH	SM	N40-AD10	1	100.00	01	E	10/20/2010
E240	E9	Mismatch TMSTA Found	10010349	FR	10/08/2010	4	40	ZA00	SM	D40-RG01	1	100.00	01	E	10/19/2010
H750	E1	Academic End Date does not exist	10010391	MO	08/02/2010	I	IC	KSCH	SM	D40-AD05	1	100.00	01	E	10/20/2010
H750	E1	Academic End Date does not exist	10010749	MO	08/02/2010	L	LB	ZD00	SM	D40-AD05	1	100.00	01	E	10/20/2010
H750	E1	Academic End Date does not exist	10010759	MO	08/02/2010	I	IC	KSCH	SM	D40-AD05	1	100.00	01	E	10/20/2010
H750	E1	Academic End Date does not exist	10010819	MO	08/02/2010	I	IC	KSCH	SM	D40-AD05	1	100.00	01	E	10/20/2010



South Carolina Enterprise Information System

Changes Under Consideration to Improve MySCEmployee

Chris Poore



Potential MySCEmployee Improvements

- 🌀 The SCEIS Team has planned several enhancements to improve the MySCEmployee user experience. We are looking for your feedback on these potential improvements.
 - ESS & MSS “Portal Favorites” navigation enhancements
 - ESS & MSS Page “Personalization”: Adjust page layouts on multi-part pages in MySCEmployee to suit the way you use them
 - Two-step Time & Leave entry in ESS: Eliminate the review step when an employee enters & submits working time and/or leave

Friday, April 27

**MTC Airport Campus
Academic Center Auditorium**