

**Subject:** SCEIS uPerform Down Tuesday, September 6, 2016 for Reorganization of Site

**Audience:** All SCEIS Users

In an effort to reorganize uPerform to make it more “user-friendly”, uPerform will not be available on Tuesday, September 6.

When uPerform is back online you will see a new look to uPerform. The content will be organized by functional area. You may then link to the task area where you will find all resources related to that task. For example, to locate resources for Accounts Payable, you would click on Finance and then click on Accounts Payable. All resources for Accounts Payable will be listed there. You will no longer need to search for content based on the type of resource such as BPPs, guides, quick reference cards, etc.

The image displays two screenshots of the SCEIS uPerform system interface. The left screenshot shows the 'SCEIS Knowledge Sharing' page, which includes a navigation bar with 'PROJECTS' and 'GLOSSARY' buttons. Below the navigation bar, the page title is 'SCEIS Knowledge Sharing' and the welcome message reads: 'Welcome to the SCEIS/ANCILE uPerform System - a resource to find, pr...'. The main content area lists several categories of resources, each with a brief description:

- Financial Accounting, Budgeting, Grants, and Project Systems**: This content area contains work instructions and job aids for learning Formulation, and Project Systems. These resources are available in a variety of formats: Business Communications, User Group Presentations, and Weblinks.
- Human Resources Management and Payroll Administration**: This content area contains work instructions and job aids for learning and Travel. These resources are available in a variety of formats: Business Communications, User Group Presentations, and Weblinks.
- Materials Management and Sales and Distribution**: This content area contains work instructions and job aids for learning and Sales and Distribution. These resources are available in a variety of formats: Business Communications, User Group Presentations, and Weblinks.
- MySCEmployee**: This content area contains work instructions and job aids for learning Procedures (BPPs), Quick Reference Cards (QRC), Auto-Playback and Weblinks.
- Reporting Resources**: This content area contains a list of Business Objects and BEx queries. An Excel spreadsheet with the names and descriptions of Business Objects is available.
- South Carolina Enterprise Information System (SCEIS) Vendor Guides**: This content area contains links to the State of South Carolina resource.
- Technical**: This content area contains work instructions and job aids for learning and Troubleshooting.

The right screenshot shows the 'Financial Accounting, Budgeting, Grants, and Project Systems' page. It features the same navigation bar and a title 'SCEIS Knowledge Sharing >> Financial Accounting, Budgeting, Grants, and Project Systems'. Below the title, the page title is 'Financial Accounting, Budgeting, Grants, and Project Systems' and the welcome message reads: 'This content area contains work instructions and job aids for learning and Project Systems. These resources are available in a variety of formats: Business Communications, User Group Presentations, and Weblinks.' The main content area is titled 'Sub-Areas' and lists the following sub-areas:

- Accounts Payable
- Accounts Receivables
- Asset Management
- Central Treasury Processes (STO Only)
- Finance Reporting
- Funds Management
- General Ledger
- Grants Management
- Project Systems
- Public Budget Formulation (PBF)

If you have questions, please contact the SCEIS Training Team via [training.sceis@admin.sc.gov](mailto:training.sceis@admin.sc.gov).