



HR/Finance WEBEX OVERVIEW

Thursday, August 6, 8:30 to 10:30 MDT

Effort Reporting and Labor Redistributions

8:30 to 9:30

Attendees:

- Staff responsible for managing effort reporting
- Representative from Payroll to understand implications to current processing

Topics:

1. Web Functions – Effort Reporting
 - How the employees and the corresponding pay information is selected for display
 - Actions to be taken in the certification process
 - Pre/Post Review functions
 - Security applications
 - Discussion on roles and responsibilities
2. Web Functions – Labor Redistribution
4. Routing
5. Rule and Validation Forms – Finance
6. Rule and Validation forms – HR
7. Programs to be run

Multi-year Encumbrance

9:30 to 10:30

Attendees:

- Staff responsible for managing encumbrances
- Representative from Payroll and/or Human to understand implications to current processing on job records and fiscal year rule forms

Topics:

1. Overview of functionality
2. Conversion and go live implications
3. Rule and Validation Forms – Finance
4. Rule and Validation forms – HR
5. Programs to be run

