IRIS Advanced Questions & Answers

This document provides answers to the questions asked during the IRIS upgrade presentation on November 16, 2020, and covers the following topic areas;

Accounting (back to top)

Q	It would be great to pull in description fields next to coding whenever possible.
A	We are researching ways to accomplish pulling in the names near coding; however, at this time, we do not know if this is possible.

Q	Regarding Cash Receipt processing. Can we anticipate any changes to Cash Management's interface process that creates the CR documents? Or is this referring more to clearing CRs after they have been created? I want to make sure we are included in any Cash related discussions.
A	Yes. We are reviewing the new features related to posting Cash Receipts directly to Programs through a new document called Cost Accounting Cash Receipt (CACR).

Q	If a department elected not to use some of the functionality in IRIS originally (2015). Can we work together to set-up that functionality in the upgrade?
A	It depends upon the effort involved in implementing the desired functionality. If it's more complicated, it may need to be a road map item to implement after IRIS Advanced goes live. If you find yourself in this situation, please submit a written request, which will be analyzed and considered for appropriate timing, to Stephanie Church.

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Q	Will the accounting fields display the entire string (i.e., the full appropriation) instead of just displaying four digits?
A	Yes.

Q	What changes/standardizations to structures and processes is DOF considering with implementation?
A	We are still determining the structures and processes that will be standardized, and as we progress through the project, we will reach out where we need department input.

Accounts Payable ([back to top](#))

Q	Are you going to demo accounts payable functionality?
A	DOF plans to hold focus groups for this very purpose throughout 2021.

Payroll ([back to top](#))

Q	Will DOA be mandating the use of employee self-services?
A	Although there will not be a mandate from DOF, there will be a deliberate roll-out that considers the individual needs of each Department. DOF is committed to working with departments to adopt ESS as soon as practicable. (Also see NOTE on ESS.)

Q	Can you get to the attachments from the summary sheets for document approvals?
A	From the summary page of the Timesheet it is possible to access the attachments at the document level. Attachments made at the detail line level (e.g., for specific Pay of Leave Events) are accessed through the Time Entry tab.

Q	**Will the timesheet functionality be open 24/7?**
A	**NOTE**: IRIS Advanced is a fully integrated, role-based system, and there is not a separate Employee Self-Service (ESS) system as there is currently. In IRIS Advanced, each employee will sign into the one integrated system and will have an employee role assigned. That role will provide the user access to the specific employee-related functions.

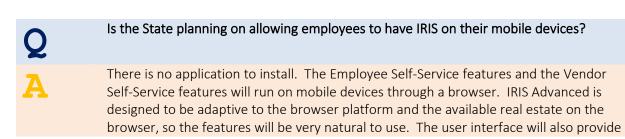|	
Q	**Will Labor Distribution Profiles (LDPs) still be used?**
A	LDPs save data entry time by loading the commonly used time tracking codes to a user's Timesheet based upon the configuration that is relevant to that particular employee. DOA finds that users are quite comfortable with that process, so there is no anticipated change to the use of LDPs.

PMO ([back to top](#))

Q	**It would be great to have focused demos to see things like financial transactions, workflows, security roles, etc.**
A	DOF plans to hold focus groups for this very purpose throughout 2021.

Q	**How much involvement are the departments going to have with the project?**
A	DOF hopes that each agency will offer individuals to help with the project. DOF has immediate openings for scrum team members to help with configuration and testing. Later in 2021, DOF will be building the end-user-testing Team, which needs to involve members from other departments to be successful. Any agency employees who would like to be involved can be nominated for the project team; forward your nominations to steve.fritsche@alaska.gov and identify the nominee's system of expertise (i.e., IRIS Financial, IRIS HRM, IRIS ESS, or IRIS VSS).

Q	**Is the State planning on allowing employees to have IRIS on their mobile devices?**
A	There is no application to install. The Employee Self-Service features and the Vendor Self-Service features will run on mobile devices through a browser. IRIS Advanced is designed to be adaptive to the browser platform and the available real estate on the browser, so the features will be very natural to use. The user interface will also provide

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all the same objects regardless of which platform upon which it is rendered, so there will not be any unique training requirements for mobile devices. (Also see NOTE on ESS.)

Q Is version 4 the most current version on the market?

A The IRIS Advanced system being implemented now is based upon CGI Advantage® version 4.1. One of the technological advances provided as part of the version 4.x is a new operation method that provides for version releases to be updated when they are available. Prior to version 4, CGI Advantage had to be implemented as a fresh install on a complicated technology stack for each release; therefore, updating IRIS was complicated and costly. After this upgrade, new CGI Advantage versions and features can be implemented faster after being tested and configured, taking only days or weeks rather than months or years.

Procurement (back to top)

Q It would be great to see a start to end process. Budget Creation to RQS, continued... Budget > RQS > Solicitation > Multi Year Award > Normal RC/Overage RC > IN > Payments > Contract Roll > Contract Closeout

A DOF plans to hold focus groups to provide specific demonstrations such as this throughout 2021.

Security & Workflow (back to top)

Q Can an individual user set preferences for which elements are in the default view?

A Users can set Bookmarks, Favorites, and customize some grid views to show or hide columns, reorder columns, and change sort orders.

Q Will there be a reach out to departments for assigning roles to department staff (i.e., accounts payable roles)?

A Yes, the IRIS Security and Workflow Team will be conducting an outreach effort prior to UAT to collect information on what business roles to assign to users. Every employee will be assigned the Employee business role, which will be the default role a user sees when signing into the IRIS Advanced application.

We also plan to work with departments on the assignment of the newly configured IRIS

FIN security roles; our goal is to complete that task by July 1, 2021, so that users are transitioned to the new roles prior to the implementation of IRIS Advanced.

Q **Do the searches save from log-in to another log-in?**

A Yes, searches on pages will save, and users may "pin" searches that are used frequently. The "Browsing History" widget that will be found on the Homepage is session-based though and will be reset each time a user logs into the application.

Q **Will we get a list of documents allowed in each role?**

A The current security roles will be used in IRIS Advanced; new transactions (documents), pages, and reference tables will be assigned to existing security roles.

Depending on capacity, the IRIS Security and Workflow Team will provide a configuration document of what resources are assigned to security roles. It may also be possible, depending on the capacity, to deliver a configuration document for business roles. The Team will consider these work products as we plan our work in future project increments.

Technical ([back to top](#))

Q **Does IRIS Mobile negate the need to connect via a VPN?**

A The Employee Self-Service features and the Vendor Self-Service features will run on mobile devices or PC browsers anywhere there is Internet access. Those features will not require a connection to a VPN to operate. However, the Rest of IRIS Advanced, the Financial features, and HRM features will only be accessible from within the State of Alaska network, and the VPN connection will be needed to access those features from outside the State network. (Also see NOTE on ESS.)

Q **Is there any consideration for multi-factor authentication (MFA) for web-based access? Some enterprise management software offers an option to log on via the web; then, the system will generate and text or call in a secondary authentication.**

A MFA is not being planned as part of the initial roll-out of IRIS Advanced; it may be considered for the IRIS Advanced roadmap.