



IRIS INSIGHT

IRIS - Providing Insight to Alaskans

December 2014



UPCOMING DEADLINES:

- 1/31 - FY2016 Appropriations
- 3/20 - Chart of Accounts Final Submission

30 day - JANUARY

- Train the Trainer Kick Off sessions
- User Acceptance Testing (UAT) for Project team & DOF begins
- Financial Workshops offered
- Printer Configuration

60 day - FEBRUARY

- Train the Trainer
- Financial Workshops continued
- HRM Awareness Campaign
- Ongoing vendor outreach

90 day - March

- Train the Trainer continues
- UAT with departments begins
- End User Training Registration opens

Upcoming deadlines are also listed on the IRIS SharePoint site calendar: <http://intra.dof.doa.alaska.gov/sites/iris/goplans/Lists/Calendar/calendar.aspx>

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- IRIS Finance workshops in cost accounting, accounts receivable, security & workflow, and fixed assets were held in early 2014 to assist departments with IRIS tasks.
- IRIS enhancement added to automatically calculate vendor preferences.
- IRIS training videos became available in LearnAlaska, and hands-on preview sessions offered in Anchorage, Fairbanks and Juneau.
- Work began on the Human Resource Management (HRM) portion IRIS.
- Integrated System Testing complete!
- Department IST Engagement gave departments a chance to test out the data they provided.
- IRIS cutover and modification drops have given us a better idea of what cutover will look like for Go Live and how to manage it so we are ready on July 1, 2015!

A glimpse of what's coming up in 2015...

Activities have already begun, and will continue into the new year, to prepare State of Alaska trainers to deliver training to end users starting in late April. This is an intensive effort and we greatly appreciate department participation in this process. Trainers from various departments will greatly expand the State's knowledge of IRIS and become IRIS leaders within the State after Go Live.

User Acceptance Testing (UAT) is the final testing phase before we go live. UAT begins in January and will go through early May. The first round of tests (January - early March) will be conducted by the IRIS project team and DOF Accounting Services. During this round, the group will test that everything works as expected and verify the department data we've received was properly loaded into IRIS. In mid-March, department users will participate in UAT and be able to test their

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IRIS Top 10 Features

IRIS Catalog Management Capabilities

The Catalog Functionality in IRIS will allow users to purchase several dissimilar items from more than one master agreement. (Master agreements in IRIS are similar to multi-agency contracts established by DGS today, where agencies purchase goods and/or services on an as-needed basis.) If you are buying a laptop from a computer vendor, an ergonomic chair from a furniture company, and a heavy duty three hole punch from an office supply vendor, here's how it works: Requestors will go to the Universal Requestor Catalog Search (URCATS) page, search for and select each item from its respective Master Agreement, and combine them all into one Universal Requestor (UR) document. The UR will go then through security and workflow, and receive one approval for all three items. IRIS then automatically generates three Delivery Orders, one for each respective Master Agreement. The Delivery Orders are then validated, submitted for approval, and once approved, sent to the vendors.

Reporting & Online Inquiries

IRIS has numerous online inquiries used to obtain up-to-the-minute information on financial transactions and budget balances from journals and ledgers. Online table inquiries are available for each business area used to access information related to the elements and activities performed within the business area. Many online inquiries have search capabilities and filters that allow you to display information in several different ways and narrow the information returned to what is specifically needed (i.e. list Appropriations by Appropriation Type).

With the implementation of IRIS also comes an upgrade to ALDER, the State's data warehouse reporting system. Since IRIS will include both financial and procurement information, there will be a significant increase in both the amount of and type of information available for reporting. Imagine a report that contains all the information on spending and what the money was spent on, that can be configured and sent right to your email inbox!

A glimpse of 2015 continued from page 1.

department's processes, since they know their processes and information best.

Also in March, End User Training registration will open in LearnAlaska and information will be shared regarding how to register and which courses to take based on your job duties. In April, members of the IRIS Project team will host VSS (Vendor Self Service) Roadshows in Anchorage, Fairbanks, and Juneau to share information about IRIS to the vendor community.

In addition to training, UAT, and vendor outreach, the functional project team members will continue to work on preparing the data for cutover to ensure a smooth transition for IRIS Go Live on July 1, 2015.



TEAM SPOTLIGHT

This month we are featuring Change Management team members Basia Kruszezwska and Edwell John Jr..

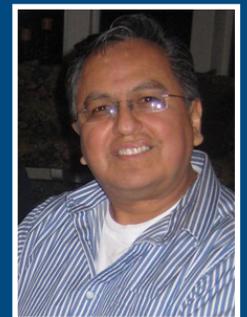
Meet Basia Kruszezwska:

I was born in Poland, and came to the U.S. when I was young. I've lived in a number of places, including Texas, New Zealand, and India. I currently live in Rochester NY. My perfect life would be to live in a different country every year. I have multiple degrees in neurobiology and IT – almost as many letters behind my name as in my name, which is not easy with those long Polish names! I've been with CGI for 6 years, part of Organizational Change Management. I'm on the IRIS project to assist with training and change management. In my spare time I like photography and travel – Alaska was my fiftieth state and I'm hoping to get some great shots of the aurora.



Meet Edwell John Jr.:

I was raised in Juneau from the age of six but I consider myself from Angoon. I have a BA in Business Administration from the University of Alaska and an AS in



Computer Engineering Technology from Ocean County College New Jersey. I'm also CompTIA A+ Certified and have a two year certification in computer repair/robotics. I am on the Change Management Team and was hired to help with end user training. I consider my area of expertise technology. I enjoy spending time with my family and our adopted terrier, Jackson. I am a big fan of action movies, Mixed Martial Arts (MMA) and professional soccer.