



IRIS INSIGHT

IRIS - Providing Insight to Alaskans

March 2013

FAQs

What are lab sessions?

Beginning in April, the IRIS Project Team will offer a series of lab sessions in Juneau using SOA business processes, so participants will learn generally how their work may be different and improved with the implementation of IRIS. The lab sessions are not intended to be training, rather, they are designed to give a hands-on experience with some of the functionality that IRIS brings. Each session will include both a structured interaction that provides step-by-step instructions and general scenarios that allow participants to explore IRIS and complete activities on their own.

Each week, the labs will focus on a specific financial or procurement topic. By the end of the series, participants will have general exposure to IRIS functionality. Lab session participants are currently being identified by departments. If the lab sessions are well received, the IRIS Project Team may offer additional labs at some point in the future.

Look for an update on the Lab Sessions in our April issue!

For more FAQs visit:

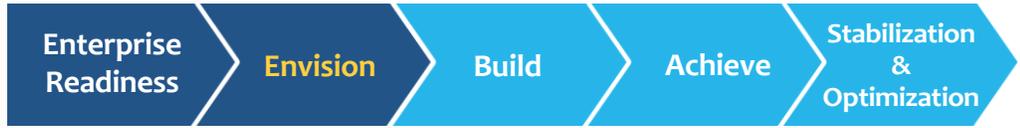
<http://doa.alaska.gov/dof/iris/faq.html>.

Match the Terminology

See if you can match the current term with the IRIS term. Answers are provided on the bottom of page 2.

AKSAS Term	IRIS Term
SY	Appropriation Type
RDU	Revenue Type
Component	Appropriation Group
Funding Sources	Budget Fiscal Year

IRIS Project heads into Build Phase



The IRIS Project Team is wrapping up the Envision Phase of the project which involved the Financial and Procurement Teams working with departmental Subject Matter Experts (SMEs) to conceptualize and design how the State of Alaska's business functions will work in IRIS. The business design serves as a blueprint for configuring the new system and provides a more specific understanding of what will change. Both teams have been working extremely hard and are starting to see the fruits of their labor! Part of the Envision Phase included the fit-gap activities to disposition the system requirements identified in the contract.

Fit-Gap Wrap Up:

Financial Team: With 651 financial requirements, the team has only 6 remaining requirements pending resolution.

Procurement Team: All 336 procurement/vendor/warehouse requirements have been resolved.

After the teams finish the business designs, the IRIS Project will use the completed designs to begin the Build Phase, which, as the name implies, involves the actual configuration of IRIS. Additionally, interfaces, forms, and data conversion components will also be developed and tested during Build.

IRIS Making 'Giant Steps' in Cash Management by Michelle Prebula, DOR Cash Manager

Success! After many months of review and analysis, the IRIS Cash Team has developed a methodology for recording receipts and moving cash between funds and treasury pools that appears to hold up under all of our various processing scenarios. It's going to be different, and a lot of things will have to change, yet so far it looks very workable.

Treasury will be responsible for posting cash receipts, with subaccount data, to the system, and will make most of the postings to departmental suspense accounts within the General Fund. Agencies will create journal entries, or set up templates, to move the funds to the appropriate revenue accounts either inside or outside of the General Fund. For revenues that are eventually posted somewhere other than the General Fund, this will ensure that we are able to use the sweep function within IRIS to record changes in fund assets at the Treasury pool level, and trigger Treasury to move the physical cash at the bank into the appropriate investment vehicle.

Issues will undoubtedly arise and need to be ironed out as we go along, but developing a methodology for recording cash on IRIS is a giant step in the right direction, and will be the basis for a lot of discussions and analysis to come.

Look for us to present this model in more detail to the State Finance Officers Association in the near future.

LearnAlaska Update: Network Testing Complete

Last month, the LearnAlaska Project Team completed its network testing of the State’s new browser-based learning management system. Network testing is an essential step in preparing an application for Go-Live as it confirms end users have access to the system and confirms the system responds to user navigation through the system in an acceptable manner. To complete the test, 30 testers in locations across the state were asked to follow a script imitating typical interactions with the system and record the timing for many of the system actions.

Overall the test was successfully completed, with only a few participants encountering issues. The LearnAlaska Project Team is working to resolve these issues prior to Go-Live.

Thank you to everyone who participated in the Network Testing!

Object and Commodity Codes Decoded

What is the difference between object and commodity codes and how will these terms be used in IRIS?

Object: Currently in AKSAS, the term **account code** is used to refer to an expenditure (expense) account and allows the State to properly categorize any type of expenditure. Expenditures are further categorized into buckets called logical levels, such as Travel, Services, Commodities, Capital Outlay, and Grants and Benefits. In IRIS this will be known as an **object**.

Commodity: In AKSAS, **commodity** refers to the item being purchased. In IRIS, **commodity code** refers to the National Institute of Governmental Purchasing (NIGP) standardized listing of types of goods and services. Currently, the State uses NIGP commodity codes when obtaining a solicitation number from the Division of General Services (DGS) and when completing a Procurement Report. Vendors who wish to work with the State use NIGP codes to register with DGS.

Commodity codes are also divided into logical levels based on the type of item or service being procured. In IRIS, object and commodity codes are considered “roll ups”, meaning many object and commodity codes roll up to a more generic category which allows for flexibility in reporting. In IRIS, standard classification of products and services purchased and used by the State will help employees locate products efficiently, aid expenditure analysis, facilitate electronic commerce between buyers and sellers, provide uniformity, and aid the structure and deployment of product catalogs. Additionally, Vendors will use commodity codes to register with the State through Vendor Self-Service (VSS) and will only receive notifications of solicitations that pertain to them instead of the generic email they currently receive from the Online Public Notice website that simply states a new solicitation has been added.

Answers to Match the Terminology:

SY = Budget Fiscal Year	RDU = Appropriation Group
Component = Appropriation Type	Funding Sources = Revenue Type

TEAM MEMBER SPOTLIGHT: LEARNALASKA TEAM LEAD



Meet Bill: I have worked for the Division of Finance since joining the State in 1994 as lead programmer for the State’s payroll system, AKPAY. In preparation for

helping to lead various components of the overall administrative systems replacement effort, I obtained Project Management Professional (PMP) certification in 2007. In August 2012, I joined the IRIS Project Team as a project manager to help implement LearnAlaska, the Meridian Global Learning Management System (LMS). This system will integrate with the IRIS/HR system when it goes live in 2016, and will integrate with AKPAY during the interim.

My hobbies include golf, racquetball, volleyball, fishing, singing, garage sales, and projects around the home.

TECHNICAL TEAM LEAD

Meet Mike: I started on the IRIS Project before it was a project. My first trip to Juneau was in the fall of 2010 responding to SOA’s RFP. I started coming to Juneau on a regular basis in July 2011. I am



most excited about watching the SOA/DOF personnel learn more about the capabilities and advantages of IRIS and get excited as they understand how their manual, labor-intensive processes can change.

On a personal note, I have a few external passions. After the kids and grandkids, I am a model train collector. I have a collection of over 50 locomotives and 200 individual train cars that continues to grow. Secondly, I am trying to teach myself how to become an accomplished woodworker and capable of making furniture.