

UR Financials Project

Integrations – SIG Meeting

November 20, 2013



Integrations - SIG Disclaimer

Please Note:

The material presented in this PowerPoint deck is provided simply to introduce participants to Workday Financials.

The data presented in this meeting is not representative of the final configuration for the University of Rochester. The configuration of Workday for the University of Rochester is still in process.

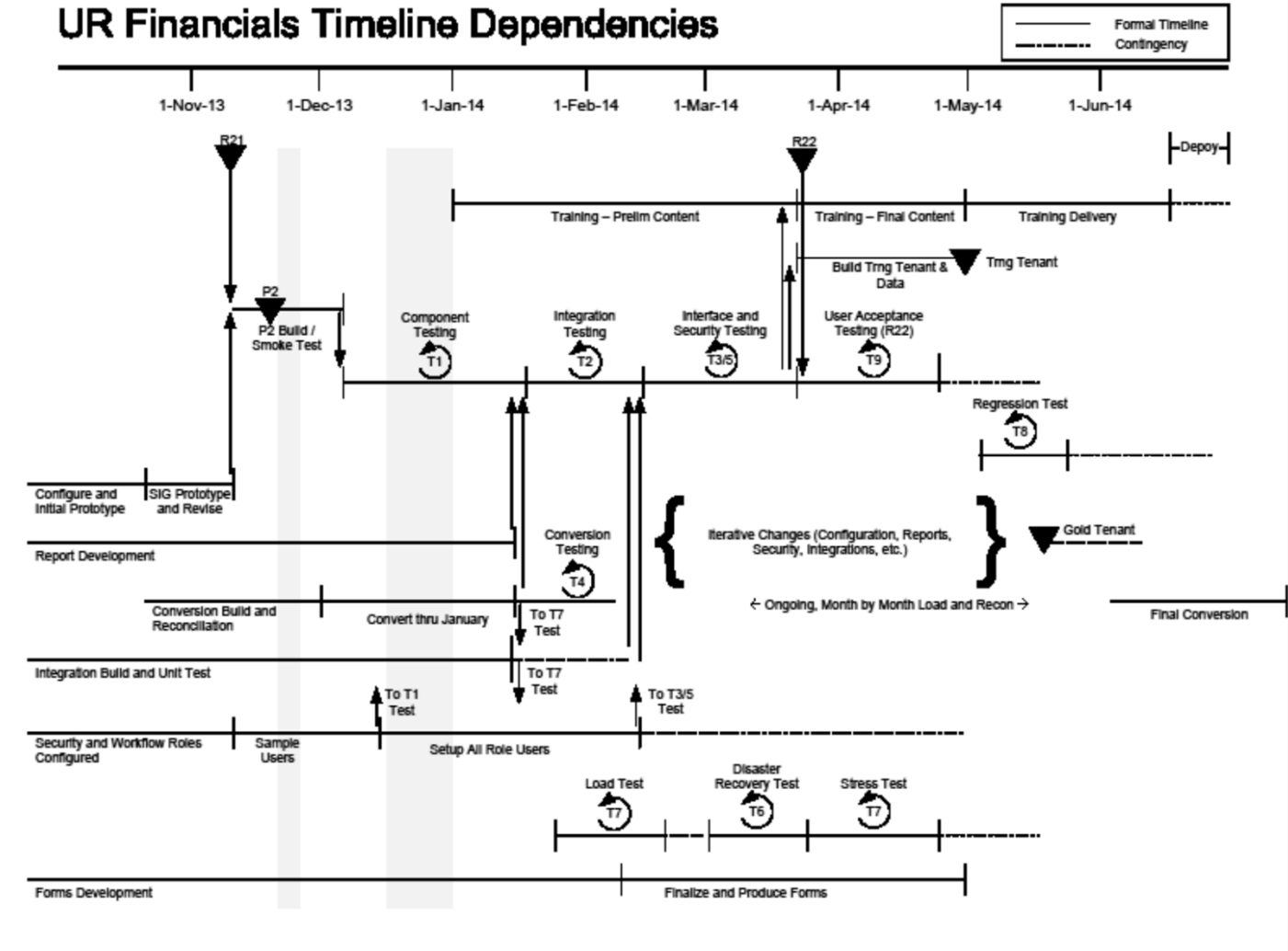
Purpose of this meeting

- Explain the designs and processes to be used for maneuvering data to and from Workday and the respective applications
- Communicate testing methods
- Ensure support for testing
- Coordinate turnover from legacy to newer Workday processes
- Establish support roles for integrations

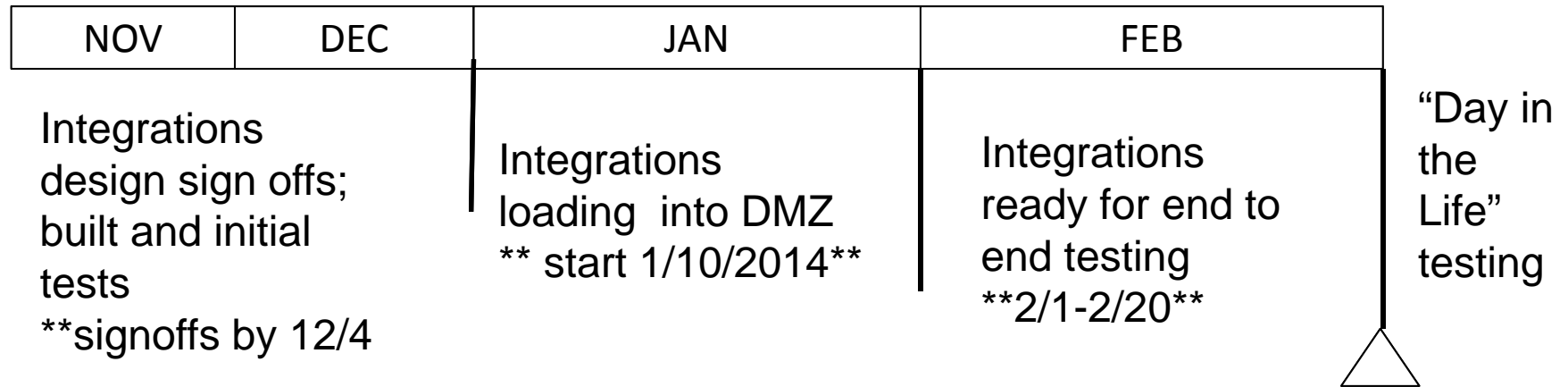
Agenda

- Design document review and sign offs
 - Review with various teams (GL, AP, Grants) for their sign offs to the business processes
 - Review of other test cycles and signoffs expected
 - Test schedule
- Test files/feeds and the MoveIT processes
- FDC update

Timeline for Integrations



Timeline for Integrations- key dates over next 3 months



- Validate against design specs
- Push XML standards but can accept flat files/CSV's
- Ensure delivery to DMZ without manual intervention
- Be ready for “day in the life” testing 2/28/14

| INT # | Owner | System | File format | Integration Type | Design Spec Agreed date | WD Build Complete date | APP Team Build Complete date | Build job / script complete | Unit Test date | Accounting signoff | " Hands off" testing | Accounting Final confirmation date | Sign off- ready for DIL testing (Feb 28) |
|---------|------------|--------|-------------|------------------|-------------------------|------------------------|------------------------------|-----------------------------|----------------|--------------------|----------------------|------------------------------------|--|
| INT-002 | Bill Radel | Famis | CSV;XML | COA | 11/14/2013 | 11/14/2013 | 11/14/2013 | 12/15/2013 | 1/15/2014 | | | | |

[Link to Designs](#)

Adopt vs. Translate

- All systems owners should have reviewed whether they can adopt the new CoA in time for Go-Live or if they need the FDC services for the 2 year period (preferably less)
- The latest versions of the FDM and Chart of Accounts are available (go to URFinancials web page) and View under Resources.
- In review of immediate systems, a reminder to look at subsystems/ shadow systems/reporting for downstream impacts – known affected/not affected are listed (see URFinancials/Home)

Integration Listing - 106

- There are seven types of integrations being supported:

6 Banking

32 Invoice

3 Budget

34 Journals

10 Cash/Payment

6 Extracts

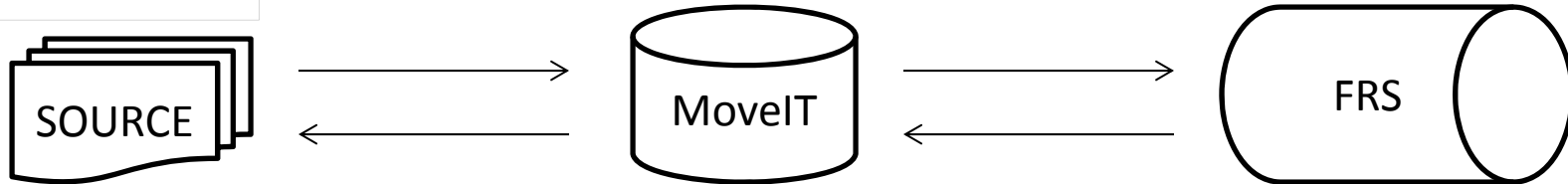
3 FDM /CoA

12 Custom

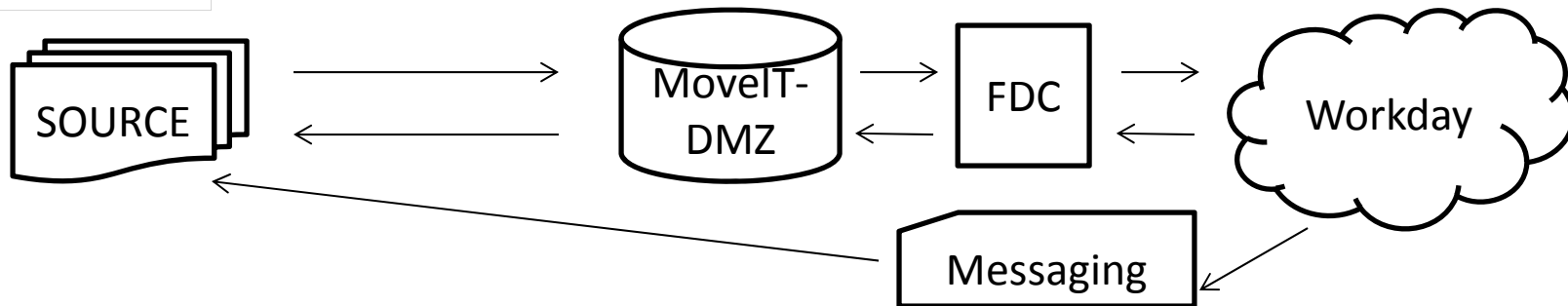
- Cash & Payment reporting / transacting
- FDM / Chart of Accounts – used as reference for processes
- Journals – transaction lines
- Invoices – vendor information
- Budget – initial loads for budgets
- Transaction extracts – potential data warehouse
- Customs – mostly for internal use

Test Files and the MoveIT DMZ

Current State



Future State



Financial Data Converter

- Limited lifespan – 2 years from Go-Live
- Built primarily to translate the 10 digit FRS account/subcode to the Workday equivalent objects
- Rules mapping overview
- A collection of web services – accessible anywhere within the UR network – documentation available
- XML is Workday's communication standard for the data
- Backbone for on-demand translation of single units (i.e. web page for look ups)

Testing

- Sample input files have been provided by some
- Run the samples through the converter to validate
- Run the file through the integration processes
- Enable secure file sites (MoveIT)
- Production intent testing
- Sign off by owners

What would help you?

- Check-ins: see our sign up sheet after
- Sign off process at various time frames
- Testing results and communications
- View the URFinancials site:

www.rochester.edu/urfinancials

Appendix: Chart of Accounts

Workday's Chart of Accounts (Part I)

| Worktag | FRS Term | Definition |
|------------------|-------------------------------|--|
| Company | Division | Required for every operational transaction and accounting journal to produce a balanced set of financial statements. Divisions rolling up to the UR legal entity will be created as Companies in Workday. |
| Cost Center | Department and Sub-Department | Required on every transaction for approvals and financial reporting. Will be the department and sub departments from the FRS account attribute. The cost center hierarchies will represent UR's "roll-up" of Sub-Departments to Departments. |
| Fund | Account Prefix | Required on every operational transaction and accounting journal. Will be auto balanced in Workday (2 nd balancing worktag). |
| Expense Purpose | Account Attributes | A combination of the NACUBO (AICPA) expense purpose codes and A21-Cost Pool Codes (CPC) |
| Ledger Account | Subcode | Required in every accounting journal and needs to be selected when posting a journal entry and will be derived when creating an operational transaction (e.g., Supplier Invoice). These are the natural accounts that make up the financial statements in Workday. |
| Spend Category | Subcode | Used to provide a more granular view of the expenses incurred by the Company. When using a Spend category, a ledger account will automatically be derived by configuring the account posting rule set. |
| Revenue Category | Subcode | Used to identify the different types of revenues posted by the Company. When using a Revenue category, a ledger account will automatically be derived by configuring the account posting rule set. |

Workday's Chart of Accounts (Part 2)

| Worktag | FRS Term | Definition |
|-------------------|---|--|
| Debt Service | GL 0-67 thru 0-69 accounts | Used to track all transactions associated with the University's indebtedness. Enables tracking of financial activity by bond series. Fund and department / sub department will default when Debt Service is selected. |
| Gift | GL 0-20 thru 0-22, 0-3, 0-4, 0-5, SL 4 and 6 accounts | Used to track endowments, endowment income / spending and special purpose gifts. Will not come as a default value associated with other organizations and will need to be specified. Gift will default other related worktags. |
| Grant | GL 0-23 thru 0-29, 0-85 thru 0-89 and SL 5 accounts | Used to track sponsored programs and must be selected when entering a transaction. Will be used to specify whether the expense is being funded by an external/internal grant, contract, or award. Grant will default other related worktags. |
| Loan Program | GL 0-80 thru 0-84 accounts | Used to track all transactions associated with loan programs. Fund and department / sub department will default when Loan Program is selected. |
| Operating Program | GL 0-1, SL 1, 2, and 3 accounts | Used to track current unrestricted fund financial transactions and as worktags to add a reporting dimension. They will also be required on all transactions. Fund and department / sub department will default when Program is selected. |
| Project | GL 0-60 thru 0-66, SL 7 accounts | Projects represent transactions in the FRS Unexpended Plant and Renewals and Replacements Funds. |

