UR Financials Project
Depositor Special Interest Group

September 25, 2014
Agenda

• Meeting Series Purpose
• UR Financials Project Update
• Accounts Payable SIG topics
• Depositor topics
• Process Overview
• Key Dates
Meeting Series Purpose

- Special Interest Group is for those that in any way interact with or have inputs/outputs associated with the deposit process
- UR Financials implementation is impacting some processes and we want to communicate those changes

- Anyone interested can attend
- Share meeting content with those that couldn’t attend
URF Project Update

- FY15 Data Conversion in progress
- Testing
  - September: Technical (Performance Testing Phase2)
  - October :WD23 Regression
- Training
  - Be sure to visit UR Financials – Training page for early release of a variety of training videos (FDM, Forms, etc.):
Accounts Payable SIG Topics

- Header memos, Line memos and other memo-like fields

- After WD23 tested: non-company level reporting for AP activity

- Thursdays: 10/9, 11/6, 12/4, 1/29, 2/26
  - 1-2pm Advancement Seminar room
Depositor Meeting Topics

• What isn’t changing
  – Reconcile your ledgers every month
  – Deposits to GRants must be approved by ORACS
    – Reconcile your ledgers every month
  – Deposits to GF (Gift accounts) must be approved by the Gift Office
    – Reconcile your ledgers every month
  – Bring deposits to cashiering locations as soon as possible
    – Reconcile your ledgers every month
  – Take deliver forms/deposits to same place as is done currently
    • MC Cashier, RC Bursar, ESM Cashier, Gift Office, Cash Mgmt email box
    • Unless you have been notified otherwise
      – Reconcile your ledgers every month
Depositor Meeting Topics

• Cash close schedule/timing
• Updated Forms: Banking Entry and Deposit Receipts
• Cash Sources: integrations and direct entry
  – New unified quick entry system for cashiering locations
• Automated posting of certain cash transactions
  – Certain credit card activity, deposits, fees
• Bank reconciliation as impacted by your deposits
• Reports – identifying cash transactions on your ledgers
Depositor Meeting – Let’s get started

• What you can do to prepare for our 1/1/15 UR Financials go-live:
  – Review published training materials
  – Use new Cognos report FRS to Workday comparison reports: go into the #Financial reports/Workday folder
  – Attend Hands On Sessions which
    • Provide users Workday experience prior to training and ability to view FY15 converted data in Workday terms
    • Get additional exposure to the Chart of Account transition
  – “My FRS Security to be used for Workday”
Key Dates

- Depositor SIG meetings
  - 9/25, 10/23, 11/20, 12/18, 1/15, 2/12 (every 4 weeks)
  - **BRING A FRIEND** – my SIG meetings are open to ALL
  - 1:00-2:00pm Alumni and Advancement Ctr Seminar Rm
  - Please reach out with questions and share project information with your Department

- Demo Days

- Visit UR Financials Project website for additional information and materials from other meetings
  - http://www.rochester.edu/adminfinance/urfinancials/

*Remember to sign in and correct/add your division and department info as appropriate*