



Works System Updates

What is Changing?

NEW GENERAL LEDGER STRUCTURE (SEGMENTS)

- GLO1:** Vendor Id → **SpeedKey**
- GLO2:** Org-EO → **Organization**
- GLO3:** Object Code → **Account**
- GLO4:** Sub-Vendor → **Grant**
- GLO5:** Appn. Category → **Contract**
- GLO6:** FY → **OA1**
- GLO7:** OCA → **OA2**
- GLO8:** Contract → **Project**
- GLO9:** Grant → **Budget Date**
- GLO10:** Project Id → **Employee ID**



SPEEDKEYS



Single-line SpeedKeys are comprised of:

- 1. Fund
- 2. Budget Entity (BE)
- 3. Category
- 4. State Program

VENDOR ID

- Will no longer be captured and validated as a GL segment
- Will be populated in Works



PROJECT GL SEGMENT

Project GL Segments are comprised of:

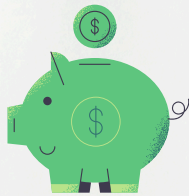
- 1. PC Business Unit
- 2. Project
- 3. Activity



BUDGET DATE GL SEGMENT

Used to Identify:

- Prior Year Transactions
- Fixed Capital Outlay (FCO) Transactions



SYSTEM FUNCTION CHANGES

- Divide functionality will be turned off
- Allocate functionality will be used instead



EXPENSE CATEGORY UPDATE:

The Expense Category field will no longer be used for Certified Forward Indicator (CFI). It will now allow selection of:

- 1. Travel
- 2. Non-Travel

If **Travel** is selected, a **Master Trip Invoice Number (MTIN)** must be entered in the **Notes** field



VOUCHER UPDATE

Voucher Type: K1 → **Origin "PCD"**



What is Not Changing?

- Works Approval Flow**
- Receipt Management**
- Transaction Dispute Process**
- Spend Control Profiles & MCCs**