

Task Instructions

Task ID: *RDNS241*

Wave: *Central*

Audience: *All Agencies*

Task Name: *Review and Share Change Impact Materials for Central Wave*

Task Type: *Readiness*

Task Due Date: *April 30, 2021*

Task Overview

The review of Change Impact materials begins the Workforce Transition activities intended to prepare your agency for transition to Florida PALM Central Wave functionality in July 2022. The Change Impact materials are being provided to support your agency in identifying key Central Wave transition impacts regarding people, process, and technology changes for each business process area, as applicable.

The Change Impact Materials include:

- Journey Maps for each business process area (Accounts Receivable, Account Management and Financial Reporting, Budget Management, Cash Management, Disbursements Management, Treasury Management)
- Change Impact Tool

Review the provided Journey Maps for each business process area to begin identifying your agency-specific change impacts for the Central Wave. Use the Change Impact Tool to begin documenting the identified impacts to your agency. There will be an additional MRW task in May to complete the Change Impact Tool.

The Project recommends collaborating with your Business and Technical Liaisons, and Super Users familiar with Central FLAIR functions to review the Change Impact materials. Those reviewing the materials should:

- be familiar with the Central Wave Business Process Models, including interfacing with business systems and reporting,
- be familiar with agency's inventory of internal Central FLAIR documentation (RDNS235), and
- work with the Change Champions Network (CCN) to share information with appropriate agency staff.

The Project will provide Office Hours on **March 31, 2021, 10:00 am – 11:00 am** to answer questions you may have regarding the provided Change Impact materials.

Readiness Coordinators will confirm your agency has shared and reviewed the Change Impact materials in Touchpoint meetings.

Task Instructions

Please work with your agency's Business and Technical Liaisons and Central Wave Super Users to coordinate who will be completing each of the items involved with this task.

Instructions

- 1) Review your agency's collected inventory of Central FLAIR documentation (RDNS235) and the Central Wave Business Process Models (FUNC35) to prepare for your review of the Change Impact Materials.
- 2) Collaborate with those familiar with Central FLAIR functions to review the Journey Maps and identify key impacts to your agency's people, process, and technology due to the Central Wave transition.
- 3) Begin documenting agency-specific impacts in your agency's Change Impact Tool in preparation for the May MRW task.
- 4) Participate in the Office Hours on **March 31, 2021**.

Supporting Materials and Resources:

- Journey Maps for each Business Process Grouping:
 - [Central Wave AMFR Journey Maps](#)
 - [Central Wave AR Journey Maps](#)
 - [Central Wave BM Journey Maps](#)
 - [Central Wave CM Journey Maps](#)
 - [Central Wave DM Journey Maps](#)
 - [Central Wave TM Journey Maps](#)
- [Change Impact Tool](#)
- [Central Wave Business Process Models](#)