Cruising into Florida PALM Updates

Available Training

Learning and understanding what we do today is critical for tomorrow's success. **The Office of Florida Financial Education (OFFE)** helps to create, implement, and teach a variety of trainings, both online and in-person! As we transition from FLAIR to Florida PALM, there will be new opportunities available for your team members, but we encourage you to also utilize the underlined resources we have to learn how we do things today!

Florida PALM Training Highlights - Navigation
Thursday, 8/29 8:30am - 12:30pm
Wednesday, 9/25 8:30am - 12:30pm
Wednesday, 11/13 8:30am - 12:30pm
Seats are limited
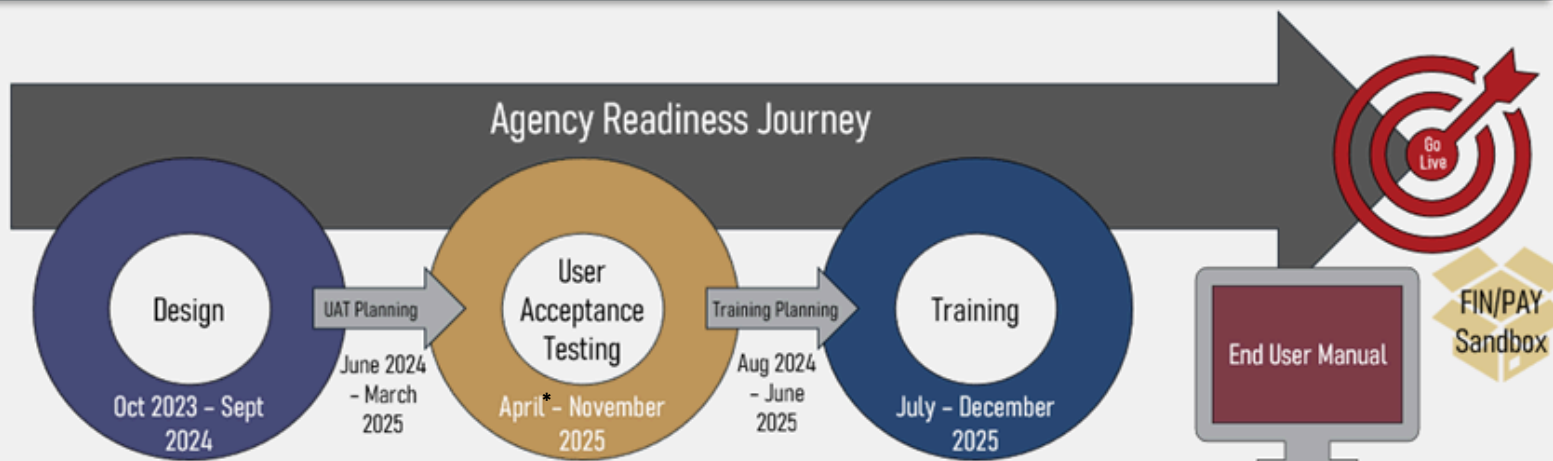
REGISTER NOW

SpeedKeys

NEW UPDATE

SpeedKeys are preconfigured ChartField combinations that can reduce the time and minimize errors for entering ChartField values. SpeedKeys are established and maintained by the Office of Finance & Budget, and they will be available in the enterprise systems: **MFMP, PCard WORKS**, and **STMS**, the Statewide Travel System.

More information HERE!

User Acceptance Testing

How will agency end users be prepared for Florida PALM go live?

Agency Readiness Journey

Design
Oct 2023 – Sept 2024

UAT Planning
June 2024 – March 2025

User Acceptance Testing
April* – November 2025

Training Planning
Aug 2024 – June 2025

Training
July – December 2025

Go Live

End User Manual

FIN/PAY Sandbox

Contact your CCN coordinator for your division's targeted UAT dates

Project-Hosted Expanded SME Plus End User Testing

When will it be conducted?	Mid-June to Mid-August 2025
Who is expected to participate?	• Agency-identified SMEs for each Business Process Grouping • Expanded group of End Users
Where will these activities be conducted?	A targeted number of in-person sessions will be at sites within Tallahassee and a location(s) in the central part of the State
What can participants expect?	• Materials will be provided by the Project (shared via the Knowledge Center) for how to complete business functions with Florida PALM • Project Team members will provide walk throughs of key business functions • The functions they can perform are based on their role assignment for Financials / Payroll Wave go live • SMEs will perform additional cycles of testing of agency business processes • Collaboration will begin between Agency SMEs and the first tier End Users

Questions?

Do you have questions for us regarding Florida PALM? Drop us your questions on our new Questions Board