

## Task Instructions

**Task ID:** FUNC52

**Wave:** Financials

**Audience:** All Agencies

**Task Name:** *Submit Agency Business Systems Analysis for the Financials Wave*

**Task Type:** Business Processes

**Task Due Date:** November 5, 2021

### Task Overview

Your agency has begun analyzing agency business systems that currently interface with FLAIR or contain FLAIR data and identifying your agency business needs that Florida PALM will not provide (FUNC41) at the Financials Wave. If there is no gap in business functionality between Florida PALM and an agency business system, you may consider retiring that system. If there is a gap in business functionality, you may consider retaining that business system.

As a reminder, resources to help your Agency Business System (ABS) Analysis include the [Standardized Business Process Models](#) (FUNC47), the Catalog of Interface Offerings (TECH112), and the [Reports Catalog](#). These will help you understand the business functionality and data access Florida PALM will provide in the Financials Wave.

A Florida PALM Technical Inventory has been created as one workbook specifically for your agency, with information you previously provided, to help you document your ABS findings along with your Interface Connection and Conversion Inventories. On the ABS Analysis tab, **you** will identify the following:

- All current agency business systems that interface with FLAIR or contain FLAIR data;
- Which agency business systems will be retired and when;
- Which agency business systems will be retained and the business need for retention.

### Task Instructions

Work with your agency's Change Champion Network (CCN) and functional and technical subject matter experts familiar with your agency business systems, agency business and technical needs to coordinate who will provide the information needed to complete the task.

Instructions
1) <i>Continue Business System Analysis activities (FUNC41).</i>
2) <i>Complete the <b>ABS Analysis tab</b> of the Florida PALM Technical Inventory by following the steps provided on the ABS Analysis <b>Instructions Tab</b>.</i>
3) <i>Your Readiness Coordinator will review your progress for this task at a Readiness Touchpoint. Contact your Readiness Coordinator if you have detailed or technical questions.</i>
4) <i>Submit the completed Florida PALM Technical Inventory to <a href="mailto:FloridaPALM@myfloridacfo.com">FloridaPALM@myfloridacfo.com</a> by <b>November 5, 2021</b>.</i>

### Supporting Materials and Resources:

- [Florida PALM Technical Inventory](#)
- [Standardized Business Process Models](#)
- [Agency Business Systems Video](#)

- [Reports Catalog](#)
- [Catalog of Interface Offerings](#)
- [Business Case for Maintaining Agency Business Systems](#)