THURSDAY Task Talk

Hosted by your favorite Florida PALM RC's

MAY 29, 2025

Florida**PALM**
Planning, Accounting, and Ledger Management

Agenda

- Project Updates:
  - Readiness Workplan
  - Testing Timeline
  - Knowledge Center 2.0
- Task Review
- Reminders

Readiness Activities
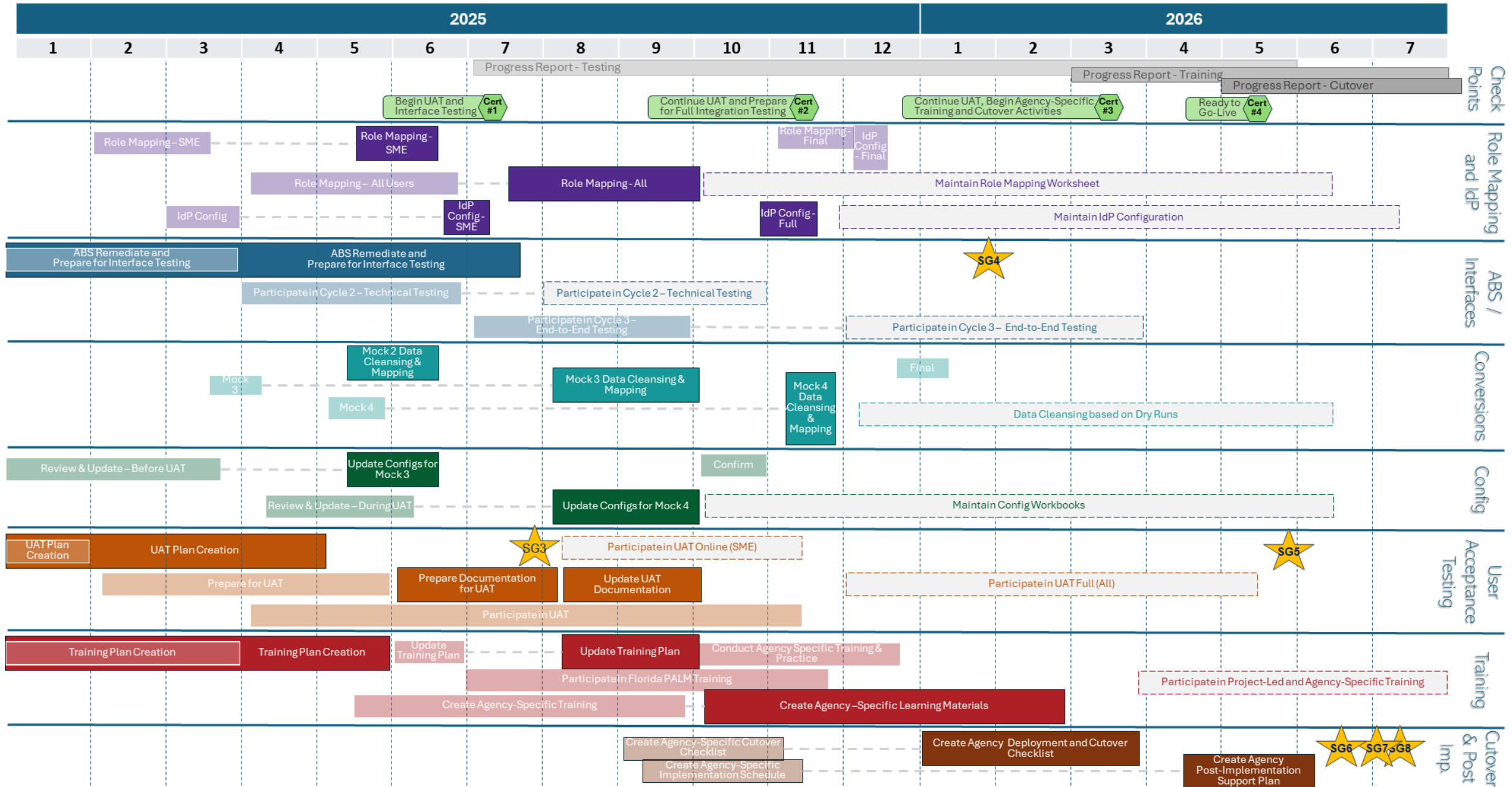## Readiness Workplan Updates

▸ Updated RW published May 27th, aligned to A12
- Added Progress Reporting tasks for Testing, Training, and Cutover
- 29 New Tasks, 29 Tasks Updated, 45 Tasks Removed
- New Columns – Task Type, Agency Readiness Certification #, Reporting Topic

▸ Additional resources updated to align to RW
- Agency Implementation Roadmap
- Agency Readiness Certification Criteria
- RW Job Aid

Implementation Timeline for Agency Readiness

Florida PALM — Planning, Accounting, and Ledger Management

2025												2026						
1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7

Check Points
- Progress Report - Testing
- Progress Report - Training
- Progress Report - Cutover
- Begin UAT and Interface Testing — Cert #1
- Continue UAT and Prepare for Full Integration Testing — Cert #2
- Continue UAT, Begin Agency-Specific Training and Cutover Activities — Cert #3
- Ready to Go-Live — Cert #4

Role Mapping and IdP
- Role Mapping – SME
- Role Mapping - SME
- Role Mapping - Final
- IdP Config - Final
- Role Mapping – All Users
- Role Mapping - All
- Maintain Role Mapping Worksheet
- IdP Config
- IdP Config - SME
- IdP Config - Full
- Maintain IdP Configuration

ABS / Interfaces
- ABS Remediate and Prepare for Interface Testing
- ABS Remediate and Prepare for Interface Testing
- SG4
- Participate in Cycle 2 – Technical Testing
- Participate in Cycle 2 – Technical Testing
- Participate in Cycle 3 – End-to-End Testing
- Participate in Cycle 3 – End-to-End Testing

Conversions
- Mock 2 Data Cleansing & Mapping
- Mock 3
- Mock 3 Data Cleansing & Mapping
- Mock 4
- Mock 4 Data Cleansing & Mapping
- Final
- Data Cleansing based on Dry Runs

Config
- Review & Update – Before UAT
- Update Configs for Mock 3
- Confirm
- Review & Update – During UAT
- Update Configs for Mock 4
- Maintain Config Workbooks

User Acceptance Testing
- UAT Plan Creation
- UAT Plan Creation
- SG3
- Participate in UAT Online (SME)
- SG5
- Prepare for UAT
- Prepare Documentation for UAT
- Update UAT Documentation
- Participate in UAT Full (All)
- Participate in UAT

Training
- Training Plan Creation
- Training Plan Creation
- Update Training Plan
- Update Training Plan
- Conduct Agency Specific Training & Practice
- Participate in Florida PALM Training
- Participate in Project-Led and Agency-Specific Training
- Create Agency-Specific Training
- Create Agency–Specific Learning Materials

Cutover & Post Imp.
- Create Agency-Specific Cutover Checklist
- Create Agency Deployment and Cutover Checklist
- SG6 SG7, SG8
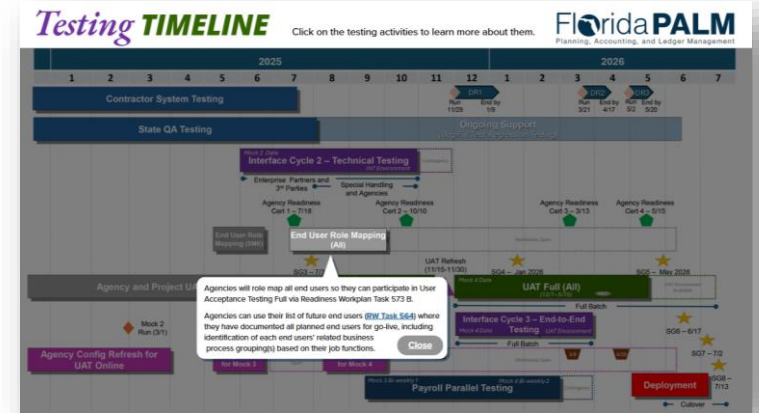- Create Agency-Specific Implementation Schedule
- Create Agency Post-Implementation Support Plan
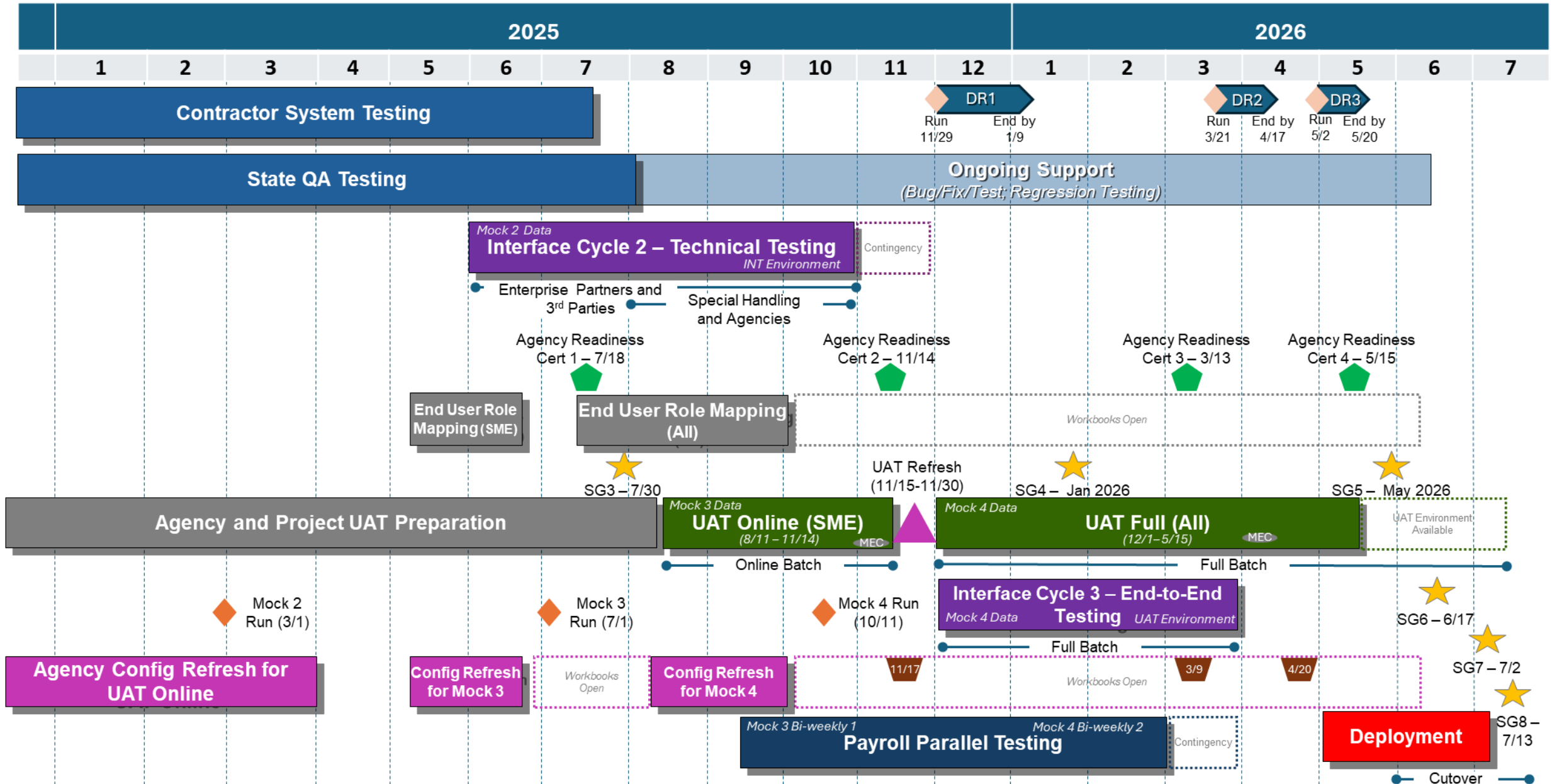
Readiness Activities
Testing Timeline
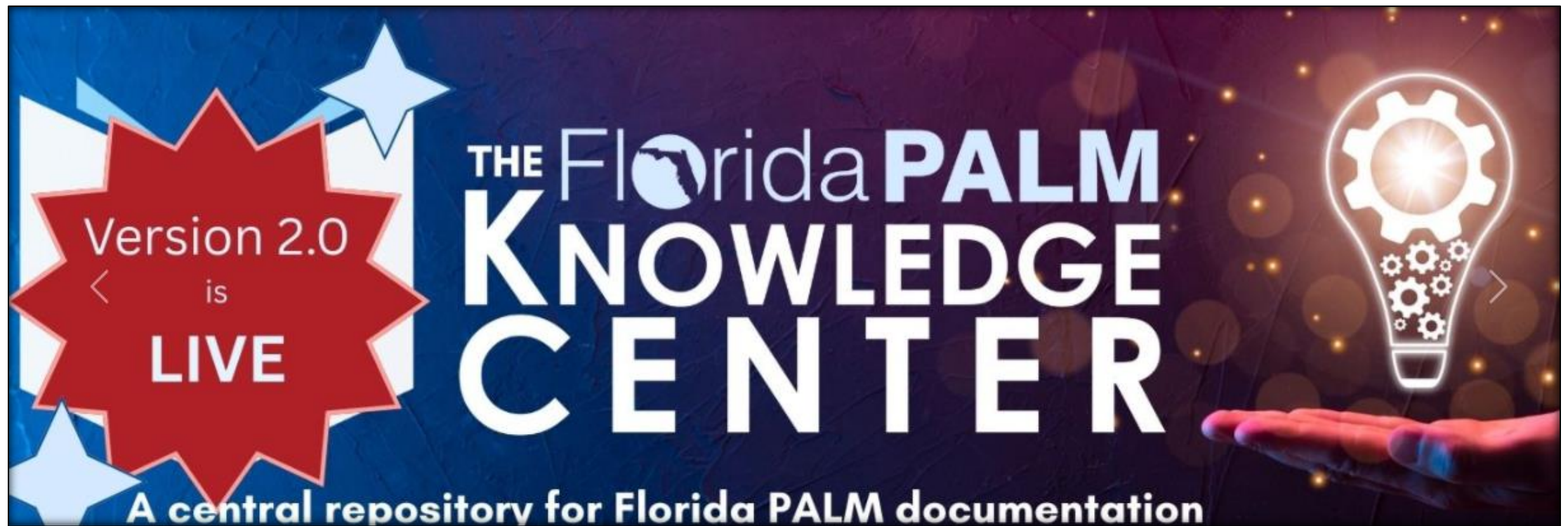
▸ Updated Timeline published May 27th, aligned to A12

▸ Interactive feature added to provide more information about each activity or icon represented on the timeline

▸ New dashboard published to the Testing page showing agency reported status of interface build and unit testing in anticipation for Interface Cycle 2 – Technical Testing
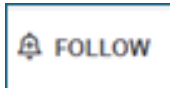
Testing Timeline
As of May 27, 2025

Florida PALM
Planning, Accounting, and Ledger Management

2025												2026						
1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7

Contractor System Testing

DR1 — Run 11/29 — End by 1/9
DR2 — Run 3/21 — End by 4/17
DR3 — Run 5/2 — End by 5/20

State QA Testing

Ongoing Support
(Bug/Fix/Test; Regression Testing)

Mock 2 Data
Interface Cycle 2 – Technical Testing
INT Environment
Contingency

Enterprise Partners and 3rd Parties
Special Handling and Agencies

Agency Readiness Cert 1 – 7/18
Agency Readiness Cert 2 – 11/14
Agency Readiness Cert 3 – 3/13
Agency Readiness Cert 4 – 5/15

End User Role Mapping (SME)
End User Role Mapping (All)
Workbooks Open

SG3 – 7/30
UAT Refresh (11/15-11/30)
SG4 – Jan 2026
SG5 – May 2026

Agency and Project UAT Preparation

Mock 3 Data
UAT Online (SME)
(8/11 – 11/14)
MEC

Mock 4 Data
UAT Full (All)
(12/1–5/15)
MEC

UAT Environment Available

Online Batch
Full Batch

Mock 2 Run (3/1)
Mock 3 Run (7/1)
Mock 4 Run (10/11)

Interface Cycle 3 – End-to-End Testing
Mock 4 Data   *UAT Environment*

SG6 – 6/17

Full Batch

Agency Config Refresh for UAT Online

Config Refresh for Mock 3
Workbooks Open
Config Refresh for Mock 4

11/17
3/9
4/20
Workbooks Open

SG7 – 7/2

Mock 3 Bi-weekly 1   *Mock 4 Bi-weekly 2*
Payroll Parallel Testing
Contingency

Deployment

SG8 – 7/13

Cutover

Follow Feature

Among many new, user-friendly features is the ability to "follow" individual articles to be alerted to changes. If there is a particular interface layout article you are interested in keeping up on, consider using the "Follow" feature to subscribe to receiving updates directly from the Knowledge Center, via email, when the article is updated. The notifications are sent real time, as the change is published, and at any time you can "unfollow" an article to stop receiving

Task Review – Midpoint Data Refresh – June 4th

▶ Purpose: sync up source data and Florida PALM Data in between Mock Conversion data pulls (Impact Configuration, Field Mapping, and PCC001 Worksheets)

▶ The Project will provide any new valid values for

- ◦ Grant IDs
- ◦ Contract IDs
- ◦ Project IDs
- ◦ Account
- ◦ BE/SP Combo
- ◦ Budgetary Combo Edits

- ◦ Default Interest Apportionment
- ◦ GL Allocations
- ◦ Distribution Codes
- ◦ Position Funding Data

▶ Agencies should not submit impacted tasks prior to June 4th

▶ Agency progress in worksheets will not be impacted

Reminders: Upcoming Task Due Dates

May 30

✓ 568 – Create Training Plan for Agency End User Training

June 20

✓ 571 – Complete Data Cleansing Based on Mock Conversion 2

✓ 657 – Submit Updated Configuration Workbooks

> *NEW - 657-A* – *Submit Updated Configuration Workbooks – Agency Supplier Record (releasing next week)*

✓ 659 – Update Conversion Field Mapping

✓ 573 A – Complete and Submit End User Role Mapping Worksheet for UAT

July 25

✓ 576 - Complete Internal Agency Business System Test and Remediation to Prepare for Cycle 2 - Technical Interface Testing

QUESTIONS?

BAILEY

IVY & IMA

OSCAR

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KNOWLEDGE CENTER

[HTTPS//:MYFLORIDACFOFLORIDAPALM.US.DOCUMENT360.IO](https://myfloridacfofloridapalm.us.document360.io)