Design Phase

The Project shared information about the design work completed to date through published resources and in-person workshops. By July 2024, the Project plans to publish the Segment IV business process models, sample reports, and file layouts. Segment I, II and III workshop materials and recordings are available on the Florida PALM website. Demos and other resources are available in the Knowledge Center.

Design Phase – Segment II

The Segment II Design Workshops were held in January. Topics included payments, assets, encumbrances, grants, contracts, GL journals and interface error handling.

Design Phase – Segment III

Segment III Business Process Model Reviews were held in February 2024. The following business process models were discussed:

- 10.3.1 Perform Month End Close
- 30.1. Set Up and Maintain Suppliers
- 30.3.5 Enterprise Process Vouchers
- 40.2 Deploy and Maintain Assets
- 50.1 Set Up and Maintain Customer
- 60.1 Enter and Maintain Receivables
- 60.2.2 AR Deposits
- 90.2.4 Monitor CMIA

Segment III Design Workshops were held in March 2024. Topics included suppliers, assets, customers, accounts receivables and receipts, month end close, budget checking and invested balance checking.

Design Phase – Segment IV

Segment IV work is ongoing. Design Workshops will be held on the following dates:

- July 23 & 24 – Project Costing
- July 25 – Accounts Payable & Purchase Orders
- August 13 & 14 – Inter-IntraUnit
- August 15 – Asset Management
- August 27, 28, & 29 – Payroll
- September 10 – Carry Forward/Certified Forward
- September 11 & 12 – Cash Check; Financial Statement Close; Budget Close

Design Recap Workshops will be held on October 1, 2 and 3. These will be end-to-end reviews of all Florida PALM functionality.

Location information for the upcoming scheduled workshops will be added to the Meetings and Workshops webpage and the Design webpage when more information is available.

MARK YOUR CALENDARS

Transforming the Future Together

Data

The Project published a PALMcast and hosted a Data Day Workshop in March 2024 to describe key Florida PALM data concepts and current Agency data-related readiness tasks. These discussions focused on understanding Florida PALM data and resources needed to support agency decisions for interface and conversion selection, completion of configuration workbooks, and data readiness for agency data.

The Knowledge Center was updated to provide information about specific modules, data structure, and configuration values. Configuration values were published for the Accounts Payable, Purchasing and Asset Management modules. More information will be added to the Knowledge Center as it is completed.

Data Warehouse

Report design activities are scheduled to begin in April 2024.

The Project will share report samples, update the Reports Catalog, and provide more information to agencies when this work is complete.
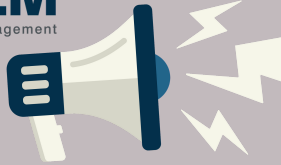
Agency Readiness

Agencies continue to work on readiness activities focused on Segment I and II information. These tasks include interface selection and agency business system remediation, conversion selection, data readiness, agency configuration workbooks, and identification of change impacts. These readiness tasks include the following:

- Task 512 – Identify Future Florida PALM End Users;
- Task 513 – Complete Configuration Workbooks for Segment I and II;
- Task 514 – Complete Data Readiness Analysis and Data Cleansing Activities for Segments I and II;
- Task 515 – Identify Change Impacts and Update Agency Business Process Documentation for Segments I and II;
- Task 516 – Update Agency Business System Documentation for Segment II;
- Task 517 – Update Florida PALM Conversion Inventory for Segment II;
- Task 518 – Update Florida PALM Interface Inventory for Segment II; and
- Task 519 – Remediate Agency Business Systems based on Segment I.

Similar tasks are upcoming for Segments III and IV, as more information about Florida PALM is published and shared.

As part of the recurring monthly agency touchpoints, Project technical team members are available to answer questions and support agencies in completing readiness tasks.

Production Support

In January 2024, system maintenance upgrades via PeopleSoft Update Manager (PUM) Image 47 and PeopleTools 8.60 were completed. These changes included a new look, with new colors and global navigation features, like a back arrow. Search/Add pages have new search features and new ways of users interacting on the page. The Classic Menu is no longer available.

An enhancement to GL Journal Source Security was implemented to restrict access to certain journals to specific roles. For example, agency users will only be able to access online (ONL) and redistribution (RED) sources.

Updates were made to the Florida PALM End User Manual and training materials to incorporate these PUM changes. More information is at **End User Training** on the Florida PALM website.

Florida PALM — Planning, Accounting, and Ledger Management — *Summer of Segment IV Workshops*

July

August — IU, IU, AM — PAYROLL

September — CF, Cash Check, Fin. Stmt & Budget Close

Autumn Design Recap

October — RECAP

Discussion Topics:
- Financials
- Payroll
- All Segments

Meeting information can be found on the Design Meetings page on the Florida PALM website:
www.myfloridacfo.com/floridapalm/design-meetings

Visit: https://www.myfloridacfo.com/floridapalm/