



Recently Completed



- Completed all Configuration Workshop Homework and Tasks including
 - Bill To/ShipTo, All Workflow Rules, PO & AP Routing Rules, Commodity Codes & Account Code Defaults, PO Logos, PO Signature Authority, PO Clauses, and Tax Codes
- Confirmed Pay Cycle Selection and Name Convention
- Cloned CFS PRQ Environment and configured all required BUs
- Extracted Supplier Data for analysis

In Progress



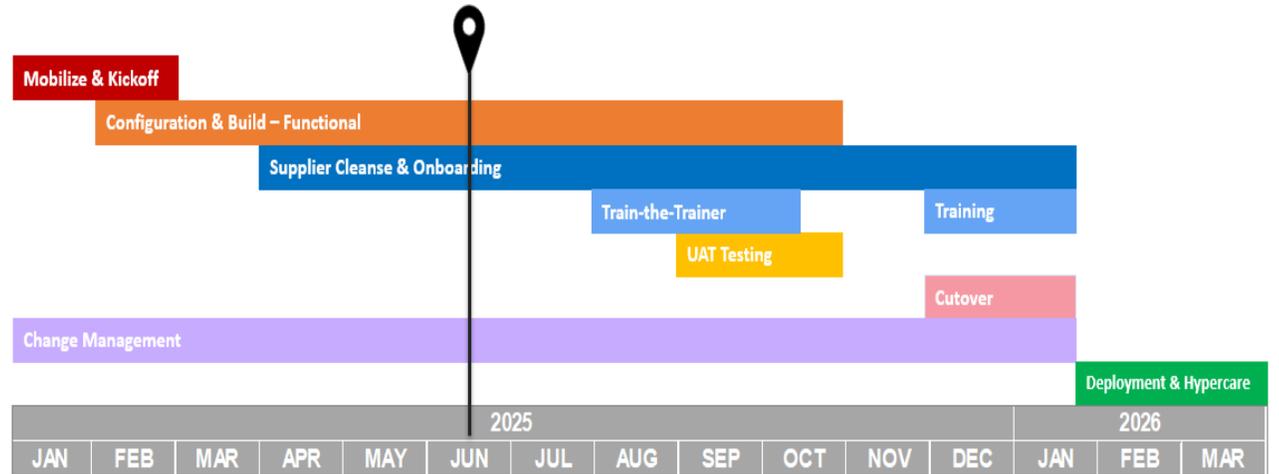
- Design and Build of DOA Module and Integrations
- Define Campus DOA Levels and Limits and Obtain Approvals
- Review and analyze Campus Security Roles and Permissions
- Plan for Train-the-Trainer (TTT) and User Acceptance Testing (UAT)
- Launch Change Champion Network Launch
- Engage Supporting Admin Depts
- Developed Supplier Communication for Suppliers and End Users
- Complete Supplier Analysis and Consolidation

Coming Soon



- Finalize DOA Policy, Website and Approvers
- Finalize CSUBUY P2P Website
- Cleanse Supplier Contact Information
- Schedule and Conduct CSUBUY Introduction Sessions to Campus Groups
- Conduct End User and Admin Approver Demos
- Schedule Train-the-Trainer and User Acceptance Testing (UAT) In-Person Workshops

Timeline



Risks



- Resource constraints with multiple competing priorities (CSUBUY, Concur, CHRS Upgrades)
- Failure to appoint appropriate campus designees for TTT may result in insufficient user preparedness
- Auxiliaries not transitioning to CSUBUY P2P may cause process fragmentation, duplicative work and reduce compliance
- System transitions (CFS to CSUBUY P2P) may trigger anxiety and resistance; mitigate through early preparation and proactive campus-wide communication