

	Financial Approvers Setup	COA Fundamentals	Accounting with the new COA	Grants Accounting Fundamentals	
Timeline	September 2017	September – October 2017	September – October	October 2017	
Audience	CFAOs & designated approvers	Unit identified	Unit identified COA Fundamentals is pre-req	Unit identified COA Fundamentals is pre-req	
Course Content	<ul style="list-style-type: none"> ▪ Parent Hierarchies ▪ How to create organizations ▪ Allow units to assign approvers to the organizations ▪ Allow for multiple levels of approvers ▪ Notifications and alerts ▪ OBI Reports ▪ Delegated signature authority? 	<ul style="list-style-type: none"> ▪ Segment Values/Definitions ▪ 3rd Party System Impact ▪ Cross walk ▪ Parent Hierarchies ▪ OBI Dashboards ▪ How to code transactions 	<ul style="list-style-type: none"> ▪ Internal Charging ▪ Foundation ▪ Recharge ▪ Endowment accounting ▪ Funding transfer journal entries ▪ Student orgs process ▪ Requesting values ▪ Function deep-dive ▪ How to charge FWS & PACE 	<ul style="list-style-type: none"> ▪ Multi-dimensional account structure ▪ Carry forward ▪ Rebill accounts ▪ Budget-only segment values ▪ Internal Award tracking ▪ Cost share accounting ▪ Grants Auto-Accounting ▪ Financial approver overview ▪ Accounting for revenue 	<ul style="list-style-type: none"> ▪ Structure (Project-Task-Award) ▪ What is tracking in Grants Module <ul style="list-style-type: none"> ○ Sponsored Projects, Capital Projects, Internal Awards ▪ How Grants data is reflected in the General Ledger ▪ Grants Dashboards in OBI ▪ Impact on transactions

	Internal Awards Setup	FSE Report Fundamentals	Faculty Specific	Casual User System Training
Timeline	Late October	October/November	At Go-live (November)	At Go-live (November)
Audience	Grants Accounting module entries Grants Accounting Fund is pre-req Oracle Navigation video is pre-req	OBI Report Users COA Fundamentals is pre-req	Chairs, Directors, PIS	Casual Users
Course Content	<ul style="list-style-type: none"> ▪ How IAs converted ▪ Interaction with GL ▪ Pros and cons of setup ▪ User entry for Internal Awards ▪ Add new Project & task ▪ Add award ▪ Establish funding & budget ▪ Set up default view in OBI 	<ul style="list-style-type: none"> ▪ Access ▪ Overview of each Dashboard (GL & Grants) ▪ Parent Hierarchies ▪ Key functionality - filter, sort, drill-down, aggregate, roll up/down ▪ Reference materials 	<ul style="list-style-type: none"> ▪ COA Structure ▪ High-level dashboard training (Sponsored & internal) ▪ Communication ▪ Timeline 	<ul style="list-style-type: none"> ▪ COA Structure (Segment values) ▪ Interface changes to third party systems <ul style="list-style-type: none"> ○ Concur, Workforce, BCB ▪ Tools (conversion/crosswalk) ▪ Report fundamentals

	Report Analytics: GL Reports & Transactions	Report Analytics: Grants Reporting
Timeline	After Go-live (January)	After Go-live (January)
Course Content	<ul style="list-style-type: none"> ▪ Parent Hierarchies ▪ Report Categories ▪ Highlight Business Critical Reports ▪ Navigating, analyzing & interpreting reports/fields ▪ Solving issues through analysis ▪ Viewing historic reporting ▪ GL transactions, reconciliations, and transactional queries 	<ul style="list-style-type: none"> ▪ Report Categories ▪ Highlight Business Critical Reports ▪ Navigating, analyzing and interpreting reports/fields ▪ Solving issues through analysis ▪ Historic reporting (viewing old)