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MOMENTUM
Connecting HR Partners to Project Drive

Staying the Course

Our holiday edition of MOMENTUM: Connecting HR Partners to Project Drive comes with extra helpings of gratitude for the Project Drive team. Their dedicated efforts to bring our HR transformation to the finish line, on top of their day-to-day work, deserve our thanks.

We'll start by reviewing November and December project activities, recent accomplishments and our exciting partnership with Compass Group. Keep reading to find out how Oracle Goal Management makes goal setting and tracking easier for every employee. You'll also get to know Project Drive Change Ambassadors Sayonara Jones and Maya Betha.

We hope this newsletter finds you planning and enjoying time with family, friends and loved ones over the holidays. Let's enter 2025 with a reenergized commitment to the success of Project Drive!

We Want to Hear from You!

Share any questions, concerns, or feedback with the Project Drive team **here**!

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Project Drive Road Map

IN PROGRESS ACTIVITIES

**PROCESS PLAYBACK 2 (PP2) /
END-TO-END (E2E) TESTING**

- ✓ Complete and Approve Remaining KDD
- ✓ Build Environment for Employee Life Cycle Demo
- ✓ Hold Employee Life Cycle Demo to Show E2E HR Processes As They Will Transact in the System
- ✓ Conduct PP2 with ~50% of Converted Data
- ✓ Conduct E2E with ~95% of Converted Data

06 **Oracle Guided Learning Guides in Progress**

UPCOMING ACTIVITIES

**USER ACCEPTANCE TESTING (UAT) /
TRAINING**

01 **Prepare UAT**

02 Conduct UAT with 100% of Converted Data

03 End User Training

04 Detailed Production Cutover Checklist

05 Finalize Production Support Plan & Help Desk Protocol

06 Cutover Plan and Go-Live Readiness Checklist Review

Recent activities

The project team continues to prepare for User Acceptance Testing (UAT), ensuring that tester selection and readiness, test security and test scripts are all fully in place and aligned on or before testing begins in January 2025. Along with UAT preparations, the team is conducting sessions to verify that all integrations, especially outbound integrations with vendors, are functioning as designed. Refinements to Parallel Payroll 1 processes continue in parallel with UAT preparations.

The USF team's work in creating the process flow for the new Oracle Cloud system has been remarkable. Their efforts in clearly mapping out new processes will help ease the transition between systems and ways of working while deepening understanding of the new Oracle Cloud system and the benefits it will provide to USF leadership and employees.

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November and December key accomplishments

- Continued training development

- Delivered **Monthly Talking Points** for various audiences at USF

- Delivered **MOMENTUM**, the USF HR Practitioner Newsletter

- Delivered **VOYAGER**, the USF All Leadership Newsletter

- Delivered **ACCELERATE**, the USF Employee Newsletter

- Delivered the **Change Ambassador Network** meeting on November 27. Due to USF's holiday break, there will be no meeting scheduled for December.

Putting You in the Driver's Seat

Oracle Goal Management

The image above represents a sample of the Oracle Cloud system. It does not represent the finalized system for USF.

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Setting, sharing, and achieving goals at USF should feel like a conversation. **The Oracle Goal Management module within Oracle Cloud HCM, with its embedded goal sharing features and real-time dashboards, will help fulfill our promise to simplify HR for everyone.**

Indexable Goal Library (High Impact)

Current: The current system does not have a goal library. Employees must manually create each new goal without reference to existing goals or those reflecting current strategic initiatives.

Future: Oracle Goal Management will include a goal library that provides employees with a centralized, searchable collection of pre-defined goals, where they can quickly find and adopt existing goals or refine them to address organizational needs.

Benefits: The goal library will significantly reduce the effort required to create new goals by offering easy access to pre-existing goals—improving efficiency and streamlining the goal-setting process.

Standardized Goal Periods (High Impact)

Current: Some groups are not aligned with an annual goal period, creating inconsistencies in how performance objectives are tracked and evaluated across USF.

Future: In Oracle, we will streamline the goal-setting and tracking process by introducing three distinct worker goal plans, each tailored to specific performance needs, e.g., annual reviews, performance improvement plans, etc.

Benefits: These goal plans will provide a clear and consistent framework for performance assessments across all departments while allowing managers and employees to track progress and ensure targeted development efforts are clearly defined and measurable.

Time Entry is Getting Easier

USF is thrilled to announce a new partnership with Compass Group that will elevate how they manage dining, facilities and grounds across all on-campus and athletic venues—and make clocking in and out much simpler for those in impacted roles.

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This new partnership will deliver on Improving the Employee Experience, a Project Drive guiding principle, by offering easy-to-use kiosks that dining, facilities and grounds employees will use to clock in and out. These time entry kiosks will be provided by Compass Group and are reserved solely for the employees in these roles who will transition to Compass Group. If your role is not impacted by this transition, you will still enter time in Oracle HR.

Action items for HR Partners:

- Read the **USF news article** for more details on our partnership with Compass Group and how it will reduce costs, generate revenue and provide rewarding new opportunities for USF employees.
- Click **here** to learn more about the benefits of Oracle Goal Management and how it streamlines and standardizes the goal setting process.
- Visit our **Project Team Training Guide page** for steps on creating an Oracle Learning Explorer account and to access training.

Meet the Change Ambassadors

The Change Ambassadors are a select group of individuals throughout USF who are responsible for cascading Project Drive updates, system benefits, and other important details. In this issue, we invited Sayonara Jones to share the critical trait she brings to the project that strengthens how the team bonds and works together. Read on to learn which Oracle Cloud HCM modules Maya Betha is thrilled to see go live next year.

Sayonara Jones
Human Resource Business Partner, Muma College of Business

"I bring a sense of calmness to my team during the Project Drive initiative. Where there is stress, I am the one that makes things light with laughter and highlighting positives."
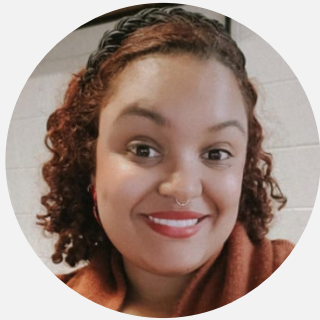
Maya Betha
Human Resource Business Partner, College of Arts & Science

"I'm excited about the new recruitment module and how streamlined the process will be. Also, we have already experienced the learning modules, and they have the potential to be the biggest benefit to every employee."

This newsletter was brought to you by the **Project Drive Change Management team**.