



Holiday Edition (November and December) Talking Points

Have questions, concerns, or feedback for the Project Drive team?

Please [click here to contact us](#).

Find Answers Fast

This table of contents will help you answer questions your teammates and direct reports may be asking:

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Project Updates

Project Drive Road Map

IN PROGRESS ACTIVITIES	UPCOMING ACTIVITIES
<p>PROCESS PLAYBACK 2 (PP2) / END-TO-END (E2E) TESTING</p> <hr/> <ul style="list-style-type: none"> ✓ Complete and Approve Remaining KDD <hr/> ✓ Build Environment for Employee Life Cycle Demo <hr/> ✓ Hold Employee Life Cycle Demo to Show E2E HR Processes As They Will Transact in the System <hr/> ✓ Conduct PP2 with ~50% of Converted Data <hr/> ✓ Conduct E2E with ~95% of Converted Data <hr/> 06 Oracle Guided Learning Guides in Progress 	<p>USER ACCEPTANCE TESTING (UAT) / TRAINING</p> <hr/> <ul style="list-style-type: none"> 01 Prepare UAT <hr/> 02 Conduct UAT with 100% of Converted Data <hr/> 03 End User Training <hr/> 04 Detailed Production Cutover Checklist <hr/> 05 Finalize Production Support Plan & Help Desk Protocol <hr/> 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.

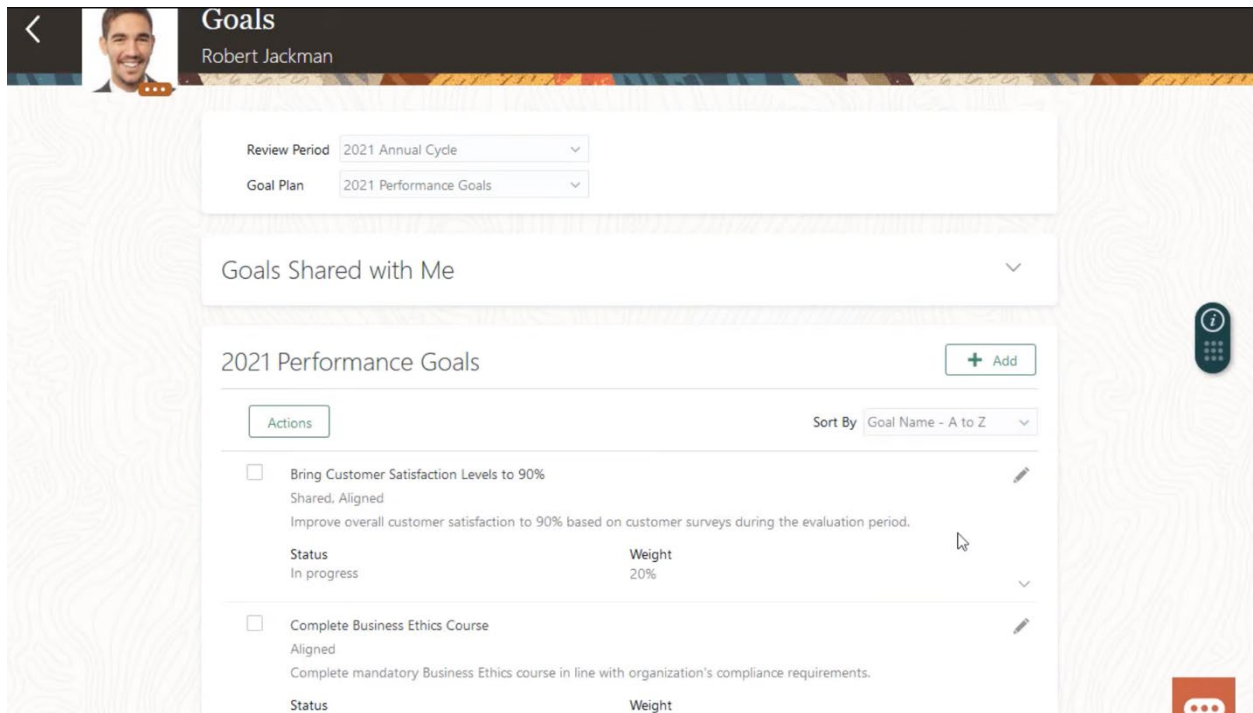


November and December key accomplishments

- 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.*



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 referencing 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.

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 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 Leadership

- During employee meetings, center discussions about the Compass Group partnership around the more straightforward, more intuitive kiosks for time entry and how only those who will become employed under Compass Group will use these kiosks.
 - Leverage Change Ambassadors to drive messaging of this improved way to enter time and how it reflects Project Drive's focus on making HR simple and easy for everyone.
 - 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.
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Frequently Asked Questions

What happens during UAT?

During UAT, USF employees will conduct a comprehensive series of system tests to confirm that it works as designed and to surface any defects to be managed and resolved. Meanwhile, the project team will work with USF stakeholders and our Change Ambassadors to facilitate system training sessions and other end-user enablement activities and materials—ensuring USF employees can harness the full functionality of the system needed to conduct their day-to-day activities.

How does UAT differ from E2E Testing?

UAT measures the full functionality of the entire system from the end user perspective, while E2E Testing focused on how inter-module processes work together and how those modules integrate. E2E testers consisted of USF Project Drive teammates leading activities to locate and address defects or issues across business transactions. However, UAT greatly expands the testing pool by inviting the people who will be using the system, USF employees, to test real-world business activities relevant to their day-to-day work.

When will system training begin?

The dates and times of the required training sessions will be announced soon. When you are required to participate in a training, there may be several ways to attend, whether virtual, in person or self-paced, by watching a video. Throughout the training, there will be various areas of support and resources available, including your Change Ambassador. Most training sessions will focus on familiarizing the various behaviors and functionalities of Oracle HR.

Training sessions will introduce the system, its features and how they connect to everyday processes at USF to users like you. The duration and quantity of sessions will depend upon the module and the depth of content.

When do we go live with Oracle HR?



The launch of Oracle HR will take place March 14, 2025.

Why did the go-live date change?

Recent hurricanes that caused significant impacts to our community, along with extended university closures, affected our Project Drive timeline. While we had initially planned to launch Oracle HR in January 2025, our top priority is ensuring a smooth and successful rollout. For these reasons, we rescheduled the launch of Oracle HR to March 14, 2025.

How will launching Oracle HR on this new date benefit USF?

Going live with the new system on March 14, 2025, will provide the following benefits:

- **Alignment with Payroll Processes:** The new schedule aligns perfectly with our internal payroll cycles, ensuring a seamless transition.
- **Comprehensive Launch:** All systems and resources will be launched simultaneously rather than in waves, providing a unified and cohesive experience.
- **Enhanced Stability:** Internal testing will be conducted, further strengthening and stabilizing the new system.
- **Extended Training Opportunities:** More training sessions will be available, offering greater flexibility and convenience, especially for those managing increased workloads due to the storms.

NEW! Visit the expanded Project Drive FAQ page [here](#) for the latest answers to your questions about Project Drive and how everyday processes related to Time & Labor and Performance Management will look in the new Oracle HR system.