UNIVERSITY of SOUTH FLORIDA

PROJECT DRIVE
people-powered innovation

February Talking Points

> **Have questions, concerns, or feedback for the Project Drive team?**
> Please **complete this form**.

Find Answers Fast

This table of contents will help you get relevant answers to questions your teammates or direct reports might be asking:

- **What's happening on the project? I haven't seen demos or heard any news.**
- **What is changing with payroll? How will it make my job easier?**
- **When can we preview the new system?**
- **Will there be training? How will I know how to use the system?**

Project Updates

Recent Activities

The full project team just completed a productive, week-long series of focus group discussions to resolve outstanding design decisions for specific modules. In addition, Project Drive members are currently exploring and completing virtual learning opportunities from Oracle University to fortify their knowledge of Oracle Cloud HCM and baseline functionality—all in service of driving key decisions and meaningful contributions across this project.

Change Management Activities

The Change Management team is actioning the following Project Drive deliverables and sessions to drive awareness of project activities and system benefits:

- Developing ELT Communications

- Developing and distributing MOMENTUM, the HR Practitioner Newsletter

- Continuing to develop the Change Readiness Assessment

- Attending focus group discussions to capture notes related to change impacts and design decisions

- Holding the Change Ambassador Network February Meeting on February 28

This Month's Key Accomplishments on Project Drive

- Conducted deep dive sessions into the design to ensure it aligns with Oracle's best practices

- Continued preparations for End-to-End (E2E) Testing, which tests all business processes from start to finish and between system modules as they would transact in our day-to-day work

- Completed restaffing of the project (with new Oracle and USF teammates) and fully onboarded new personnel

- Created a new master calendar that provides one holistic view of all meeting schedules

- Established a new scheduling agenda and process for capturing meeting minutes

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Upcoming Activities

The Oracle Change Management team is currently developing the Project Drive Enablement Plan, a comprehensive document that will provide system end users with the tools and resources they need to succeed in the cloud and to understand the new technology and ways of working.

End users of the new system will be able to take a variety of trainings that will prepare them to thrive in their new environment and help further our mission of making USF a

great place to work. We will offer the following options based on stakeholder group, impact level, and overall training needs:

- **Virtual Instructor Led Training (VILT)**, where end users can watch the trainer complete various transactions
- **Instructor Led Training (ILT)**, where end users can run through step-by-step instructions on their own, with in-person trainer assistance as needed
- **Job Aids**: Documents that help end users complete transactions without live assistance
- **Self-Paced Online Training**: Creation of a course or video to be completed
- **Oracle Guided Learning:** In-application guidance to help accelerate adoption
- **Conceptual Training**

Next steps: communicate to end users when appropriate that a range of training options will become available as we move closer to the system go-live.

Putting You in the Driver's Seat

Simplicity, or reducing complexity across all things we do to decrease ongoing maintenance and run costs, is a cloud culture trait that organizations must practice to maximize the value of their cloud solution. **The Oracle Cloud HCM Payroll module will further action this trait and benefit USF across the following impacts:**

Oracle Payroll
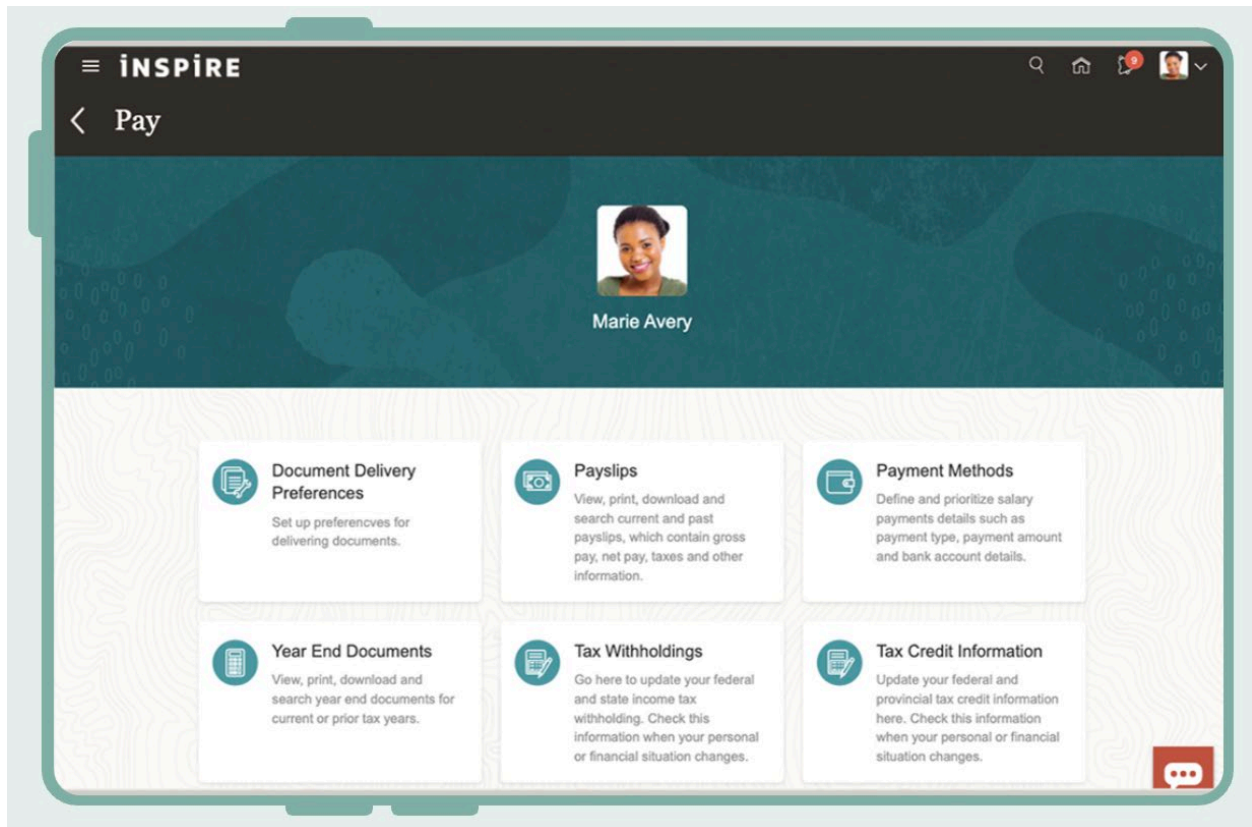
Above represents a sample of the Oracle Cloud system. This image does not represent the finalized system for USF.

High Impact – Automated Payroll Costing

Current: USF uses a department default account to manually address and fix payroll issues, which can lead to errors.

Future: USF will have a suspense account that is full automated and set up at a global level, eliminating department-level maintenance and resolving payroll issues in real time to ensure accurate pay for employees.

High Impact – Enabled Retroactive Pay Processing

Current: Retroactive pay processing, the recalculation of prior payroll results when changes effective in prior payrolls are updated after the original payroll calculation (e.g., when time cards are submitted after the cutoff), is not available in PeopleSoft.

Future: In Oracle Cloud HCM, retroactive pay processing will be enabled to allow recalculating payroll data for affected periods and reflect the adjustments accurately, minimizing manual changes.

High Impact – Payroll Costing by Allocation

Current: USF utilizes PeopleSoft Global Employment Management System (GEMS) for payroll costing with limited ability to refine allocations.

Future: Costing allocations/segments will be activated at various Oracle Cloud HCM levels, including payroll definition, department, position, employee assignments, element entry, and time card.

The Payroll module will further benefit USF by enabling the organization to:

- **Seamlessly source information to process payroll** with a unified view of time and absence, benefits, compensation, and more
- **Increase performance and speed of payroll administration** through a core global payroll solution
- **Access intelligent tools, embedded analytics, and a payroll dashboard embedded with insights** that aid payroll administrators in proactively monitoring, managing, and automating global payroll
- **Harness Oracle Payroll Connect** to eliminate data entry across systems, reduce error, and simplify the overall experience

Click here to watch a demo of the Oracle Payroll module and how it provides efficient, compliant payroll processing at scale. You can also 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

When will a preview of Oracle be available?

We are planning on demonstrations being available after E2E Testing is complete.

Will GEMS go away or phase out when Oracle implementation takes place?

GEMS will not be accessible upon implementation of Oracle. We will have access to the data, but all GEMS users will lose access to GEMS once Oracle goes live.

Please find answers to previously discussed questions about Project Drive here.

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