UNIVERSITY of SOUTH FLORIDA

PROJECT DRIVE
people-powered innovation

October 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:

- **What is happening on the project?**
- **What is User Acceptance Testing?**
- **How is it different from End-To-End (E2E) Testing?**
- **How will I enter time?**
- **How will I conduct performance reviews?**
- **Will there be training? How will I know how to use the system?**

Project Updates

As we all know, the recent hurricanes have significantly impacted our community, causing disruptions to power, telecommunications and transportation infrastructure. These challenges, along with extended university closures, have 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. **Therefore, we have rescheduled the launch of Oracle HR to March 14, 2025.**

Why This Change is Beneficial

- **Aligned 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.

We need to maintain our momentum and keep working together to meet our goals. The project team aims to complete all development by December. Our top priorities include validation, integration, reporting and parallel payroll.

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

Preparations for User Acceptance Testing (UAT) are ongoing, with testing sessions themselves expected to begin in January 2025. **A friendly reminder: UAT is a series of tests of the new system conducted by USF employees to ensure it works as designed under real-world conditions, meets the needs of end users, and validates the execution of daily business processes.** UAT will allow Project Drive team members to address system defects that may arise and gain confidence in their new ways of working before the system goes live.

This month's key accomplishments

- Added HRBP and key stakeholders as testers for UAT to ensure awareness of designated business processes
- Continued training development—training dates and times will be announced soon!
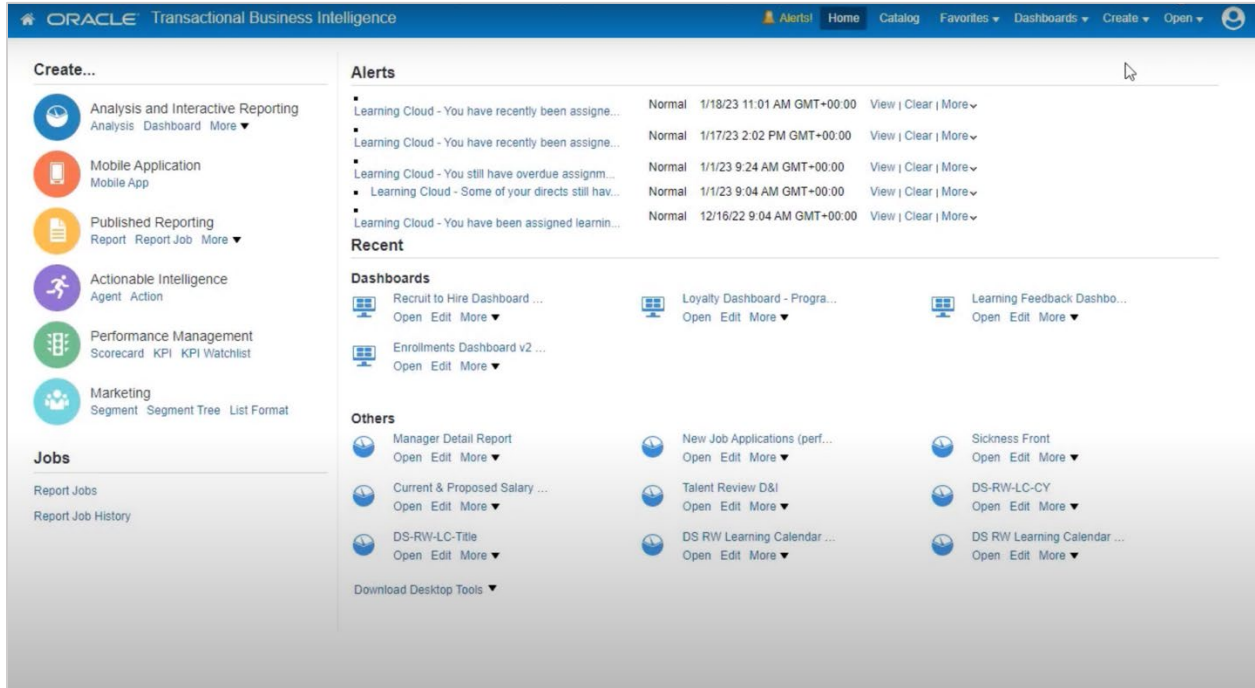
Upcoming Change Management activities

- Delivered **Monthly Talking Points** for various audiences at USF
- Delivered **MOMENTUM**, the USF HR Practitioner Newsletter
- Delivered **ACCELERATE**, the USF Employee Newsletter
- Hosted the **Change Ambassador Network** meeting on November 6

Putting You in the Driver's Seat

Oracle Fusion HCM Analytics

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

Enabling HR partners to make more informed, data-driven decisions about the business and our people will help us achieve our mission of making USF a great place to work. **Oracle Fusion HCM Analytics will provide USF HR partners and leaders with prebuilt workforce insights and combine data, analytics, and AI to better-inform decisions related to employee attrition and retention, talent acquisition, compensation, workforce diversity and more.**

High Impact – Real-Time Reporting

- **Current:** USF conducts reporting based on years, not months. In addition, ad hoc reporting (e.g., 1-3 years) does not paint an up-to-date status of the business.
- **Future:** In Oracle Fusion HCM Analytics, USF can select relevant KPIs and generate real-time reporting based on existing USF data.
- **Benefits:** This new functionality will provide accurate, up-to-the-minute insights and pre-built, best practice KPIs to help HR leaders at USF make quicker, more informed decisions around every core HR process across the employee lifecycle.

High Impact – Clear Readiness Values in Succession Management

- **Current:** Currently, USF is not able to get specific values on readiness within Succession Management in GEMS.
- **Future:** In Oracle Fusion HCM Analytics, users can access granular readiness values and readiness levels pertaining to succession planning.
- **Benefits:** USF HR Partners can now determine how prepared a candidate is to take on a new role and how much estimated development time may be needed for a candidate to be ready.

Action items for Leadership

- Present key benefits for Oracle Fusion HCM Analytics to staff during employee meetings. Leverage Change Ambassadors to message the addition of new, real-time data dashboards for better-informed decision making.
- Click here to learn more about the benefits of Oracle Fusion HCM Analytics and how it will drive more agile and effective decision-making at USF.
- Review the most recent ACCELERATE newsletter that reflects our new launch date
- Visit our Project Team Training Guide page for steps on creating an Oracle Learning Explorer account and to access training.

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.

Will departments be able to delegate 'review/oversight' abilities of the merit planning process/workforce compensation module to the fiscal leaders in Oracle HR for budget and other strategic purposes?

Leaders of colleges and departments will have the ability to delegate authority and oversight of the process and act as proxy managers. However, compensation will need written documentation from the leaders to approve this request.

NEW! Visit the expanded Project Drive FAQ page here for the latest answers to your questions about how Oracle Time & Labor and Oracle Performance Management will affect daily processes like time entry, approvals, leave, performance reviews and more!