

This version is provided as a reference only, it is not fillable. The actual Survey can be found at:
<https://www.surveymonkey.com/r/FISCalR17R18-CRNVandINF>



Conversion and Interface Questionnaire

Welcome!

Thank you for taking the time to complete this questionnaire for the FI\$Cal Project. Your responses will provide an understanding of your department's conversion and interface needs. We will use this information to support and assist your department during the upcoming "Submit Interface and Conversion Inventory" task to be released by the Change Management Office. Our primary goal is to make the FI\$Cal Project successful for each agency and department. Your participation in this questionnaire will help us meet that goal.

About the Questionnaire

There are approximately 185 questions. The questionnaire will take approximately 60-75 minutes to complete.

We appreciate you taking the time to provide your responses. Your feedback is important to us.

If you have any questions or concerns about the questionnaire, please contact the FI\$Cal Project at fiscal.cmo@fiscal.ca.gov.

Conversion and Interface Questionnaire

Department Overview

1. Your Contact Information

Name

Role

Email Address

Phone Number

2. Your Department

Conversion and Interface Questionnaire

Conversions

Data conversion is the process in which data is extracted from its current sources (e.g., existing legacy systems, hardcopies, spreadsheets, document images, etc.) and transformed and loaded to a new system.

Conversions will be used to transfer data from the legacy data source to FI\$Cal and are typically used on a one-time basis.

3. In this section, the FI\$Cal Enterprise Integration Team is collecting information related to the conversions your department may choose to participate in. This information will be used by the team to support you during the applicable "Submit Interface and Conversion Inventory" task that will be released by CMO.

- Continue to conversion questions.
- Not applicable to my position. Skip to interface questions.

Conversion and Interface Questionnaire

Conversions: Department Contacts

4. Who will be the primary contact(s) for your department's conversion activities?

Name(s):

Email(s):

Phone #(s):

5. Who will be the secondary contact(s) for your department's conversion activities?

Name(s):

Email(s):

Phone #(s):

Conversion and Interface Questionnaire

Conversions: CNVAM001 – Assets

CNVAM001 – Assets

Description: All assets for the State of California which are in-service (not retired). Capital (equal to or over \$5K) and Non-Capital (under \$5K) assets will be converted into the FI\$Cal system and include all tangible and intangible assets used in State Government's operations.

6. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVAM001 – Assets

7. What is the volume of data you anticipate submitting? For example, the total number of assets?

8. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

9. Is your asset data current?

- Yes
- No
- Unknown

10. When was the last time that any of your assets were retired?

- During the last 12 months
- More than 12 months ago
- Unknown

11. When was the last time your asset data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

12. What is your approach (method) for reviewing, updating, and cleansing your asset data?

Conversion and Interface Questionnaire

Conversions: CNVAP004 – Unreconciled AP Payments

CNVAP004 – Unreconciled AP Payments

Description: Any outstanding AP check (Office Revolving Fund (ORF), General Cash, or Agency Revolving Fund) which has not been reconciled with the bank. Claims and warrants are not included in this conversion. Only the payments which are paid but unreconciled with the bank at the time of conversion will be converted.

13. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVAP004 – Unreconciled AP Payments

14. What is the volume of data you anticipate submitting? For example, the total number of unreconciled AP payments?

15. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

16. Is your unreconciled AP payments data current?

- Yes
- No
- Unknown

17. When was the last time your unreconciled AP payments data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

18. When was the last time your unreconciled AP payments data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

19. What is your approach (method) for reviewing, updating, and cleansing your unreconciled AP payments data?

Conversion and Interface Questionnaire

Conversions: CNVAP005 – 1099 Balances

CNVAP005 – 1099 Balances

Description: 1099 balance information for any vendor which has been paid by the department in the current calendar year, for which a 1099 will need to be produced.

20. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVAP005 – 1099 Balances

21. What is the volume of data you anticipate submitting? For example, the total number of records with 1099 balances?

22. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

23. Is your 1099 data current?

- Yes
- No
- Unknown

24. When was the last time your 1099 data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

25. When was the last time your 1099 data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

26. What is your approach (method) for reviewing, updating, and cleansing your 1099 data?

Conversion and Interface Questionnaire

Conversions: CNVAR001A – Customers

CNVAR001A – Customers

Description: An entity which receives goods or services from a department and/or owes money to the State, such as corporations, individuals, and other departments.

27. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVAR001A – Customers

28. What is the volume of data you anticipate submitting? For example, the total number of customer records?

29. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

30. Is your customer data current?

- Yes
- No
- Unknown

31. When was the last time your customer data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

32. When was the last time your customer data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

33. What is your approach (method) for reviewing, updating, and cleansing your customer data?

Conversion and Interface Questionnaire

Conversions: CNVAR001B – Customer Contacts

CNVAR001B – Customer Contacts

Description: An individual associated with the customer who serves as a contact for the customer for invoices, payments, and/or collection activities. Only contacts associated with customers included in the customer conversion (CNVAR001A) file will be converted into FI\$Cal.

34. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVAR001B – Customer Contacts

35. What is the volume of data you anticipate submitting? For example, the total number of customer contact records?

36. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

37. Is your customer contact data current?

- Yes
- No
- Unknown

38. When was the last time your customer contact data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

39. When was the last time your customer contact data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

40. What is your approach (method) for reviewing, updating, and cleansing your customer contact data?

Conversion and Interface Questionnaire

Conversions: CNVAR002 – Open Receivables

CNVAR002 – Open Receivables

Description: Open/outstanding receivables for the department. These are moneys that are owed to the department.

41. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVAR002 – Open Receivables

42. What is the volume of data you anticipate submitting? For example, the total number of open receivables?

43. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

44. Is your open receivables data current?

- Yes
- No
- Unknown

45. When was the last time your open receivables data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

46. When was the last time your open receivables data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

47. What is your approach (method) for reviewing, updating, and cleansing your open receivables data?

Conversion and Interface Questionnaire

Conversions: CNVGM001 – Grants

CNVGM001 – Grants

Description: Open grants which have been awarded from the Federal Government; Grants issued by the department are not included in this conversion.

48. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVGM001 – Grants

49. What is the volume of data you anticipate submitting? For example, the total number of open grants?

50. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

51. Is your grants data current?

- Yes
- No
- Unknown

52. When was the last time your grants data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

53. When was the last time your grants data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

54. What is your approach (method) for reviewing, updating, and cleansing your grants data?

Conversion and Interface Questionnaire

Conversions: CNVPC002A – Projects

CNVPC002A – Projects

Description: Open projects at the time of Go-Live. This conversion includes the project structure.

55. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVPC002A – Projects

56. What is the volume of data you anticipate submitting? For example, the total number of open projects?

57. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

58. Is your projects data current?

- Yes
- No
- Unknown

59. When was the last time your projects data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

60. When was the last time your projects data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

61. What is your approach (method) for reviewing, updating, and cleansing your projects data?

Conversion and Interface Questionnaire

Conversions: CNVPC002B – Project Activities

CNVPC002B – Project Activities

Description: Project activity (Work Phases/Tasks) associated with projects included in the project conversion (CNVPC001A).

62. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVPC002B – Project Activities

63. What is the volume of data you anticipate submitting? For example, the total number of project activities?

64. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

65. Is your project activities data current?

- Yes
- No
- Unknown

66. When was the last time your project activities data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

67. When was the last time your project activities data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

68. What is your approach (method) for reviewing, updating, and cleansing your project activities data?

Conversion and Interface Questionnaire

Conversions: CNVPC002C – Project Teams

CNVPC002C – Project Teams

Description: Information on team members who are assigned to a project. Project teams should only be converted for project IDs that were also part of the project structure conversion file (CNVPC001A).

69. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVPC002C – Project Teams

70. What is the volume of data you anticipate submitting? For example, the total number of project team members?

71. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

72. Is your project team member data current?

- Yes
- No
- Unknown

73. When was the last time your project team member data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

74. When was the last time your project team member data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

75. What is your approach (method) for reviewing, updating, and cleansing your project team member data?

Conversion and Interface Questionnaire

Conversions: CNVPC002D – Project Fund Distribution

CNVPC002D – Project Fund Distribution

Description: Project fund distribution rules. Fund distribution rules should only be sent for project IDs and activities that were also part of the project structure and activities conversion files (CNVPC002A and CNVPC002B). Distribution rules are not required for all projects.

76. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVPC002D – Project Fund Distribution

77. What is the volume of data you anticipate submitting? For example, the total number of project fund distributions?

78. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

79. Is your project fund distribution data current?

- Yes
- No
- Unknown

80. When was the last time your project fund distribution data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

81. When was the last time your project fund distribution data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

82. What is your approach (method) for reviewing, updating, and cleansing your project fund distribution data?

Conversion and Interface Questionnaire

Conversions: CNVPC003 – Customer Contracts

CNVPC003 – Customer Contracts

Description: Any open Customer Contracts (e.g. Reimbursement Contracts, Interagency Billing agreements, Grants) at the time of departmental Go-Live within FI\$Cal.

83. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVPC003 – Customer Contracts

84. What is the volume of data you anticipate submitting? For example, the total number of customer contracts?

85. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

86. Is your customer contracts data current?

- Yes
- No
- Unknown

87. When was the last time your customer contracts data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

88. When was the last time your customer contracts data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

89. What is your approach (method) for reviewing, updating, and cleansing your customer contracts data?

Conversion and Interface Questionnaire

Conversions: CNVPO104 – Procurement Contracts

CNVPO104 – Procurement Contracts

Description: An agreement with an individual or entity (e.g. vendor, grantee, finance/ leasing company) that the state will pay. This includes the transactional contract and the contract document. Also referred to as Vendor or Supplier Contracts. These contracts will be either an LPA or a department contract.

90. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVPO104 – Procurement Contract

91. What is the volume of data you anticipate submitting? For example, the total number of procurement contracts?

92. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

93. Is your procurement contracts data current?

- Yes
- No
- Unknown

94. When was the last time your procurement contracts data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

95. When was the last time your procurement contracts data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

96. What is your approach (method) for reviewing, updating, and cleansing your procurement contracts data?

Conversion and Interface Questionnaire

Conversions: CNVPO107 – Open Purchase Orders

CNVPO107 – Open Purchase Orders

Description: All open encumbrances at the time of departmental Go-Live within FI\$Cal, as well as subcontractors associated with any of the open encumbrances.

97. Will your department be participating in this conversion?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Conversions: CNVPO107 – Open Purchase Orders

98. What is the volume of data you anticipate submitting? For example, the total number of open purchase orders?

99. What is the source, and system name if applicable, of your converted data? For example, CALSTARS, Excel, Access, etc.

100. Is your purchase order data current?

- Yes
- No
- Unknown

101. When was the last time your purchase order data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

102. When was the last time your purchase order data was reviewed, updated, and cleansed?

- During the last 12 months
- More than 12 months ago
- Unknown

103. What is your approach (method) for reviewing, updating, and cleansing your purchase order data?

Conversion and Interface Questionnaire

Conversions: Miscellaneous

104. Is there any other information about your department's conversions and current data not covered in this questionnaire that you feel is important the FI\$Cal Enterprise Integration Team be aware of?

Conversion and Interface Questionnaire

Interfaces

An interface is a mechanism through which two separate computer systems exchange information

Interfaces are used to exchange/update/send/receive data between FI\$Cal and other legacy systems on an ongoing basis, if needed.

105. In this section, the FI\$Cal Enterprise Integration Team is collecting information related to the interfaces your department may choose to participate in. This information will be used by the team to support you during the applicable "Submit Interface and Conversion Inventory" task that will be released by CMO.

- Continue to interface questions.
- Not applicable to my position. Skip this section.

Conversion and Interface Questionnaire

Interfaces: Department Contacts

106. Who will be the primary contact(s) for your department's FI\$Cal interface activities?

Name(s):

Email(s):

Phone #(s):

107. Who will be the secondary contact(s) for your department's FI\$Cal interface activities?

Name(s):

Email(s):

Phone #(s):

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAM003 – Asset Add and Maintain

INFAM003 – Asset Add and Maintain

Description: An inbound interface to FI\$Cal's Asset Management module. This interface provides the ability to Add/Update Asset Information and Asset Transactions from departmental asset systems to FI\$Cal.

Interface Scope: An inbound interface to FI\$Cal's Asset Management module. This interface provides the ability to Add/Update Asset Information and Asset Transactions from departmental asset systems to FI\$Cal. Departments may use this interface to perform the following Asset Addition/Maintenance transactions:

- Addition of Assets
- IntraUnit Asset Transfer
- Recategorization
- Cost Adjustments to the asset
- Update of Asset Physical Information
- Asset book change.
- InterUnit Transfer of Assets
- Retirement of Assets

108. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAM003 – Asset Add and Maintain

109. What is the volume of data you anticipate submitting on average?

110. What is your department's file retention policy?

111. What is your department's data retention policy?

112. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAM006 – Assets for Physical Inventory

INFAM006 – Assets for Physical Inventory

Description: An inbound interface to FI\$Cal's Asset Management that provides the ability to upload the department's Physical Inventory (PI) results into FI\$Cal. Departments using the Asset Advantage solution are not required to utilize this interface.

Interface Scope: An inbound interface to Asset Management that provides the ability to upload the department's Physical Inventory (PI) results into FI\$Cal. Once the PI results are imported into FI\$Cal and a data validation is completed, delivered FI\$Cal processes will be used to match results, generate transactions, and load transactions into the Asset Management system. Departments using the Asset Advantage solution will not require this design of the Inbound Interface/flat file.

113. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAM006 – Assets for Physical Inventory

114. What is the volume of data you anticipate submitting on average?

115. What is your department's file retention policy?

116. What is your department's data retention policy?

117. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAP006 – Inbound Vouchers

INFAP006 – Inbound Vouchers

Description: An inbound interface capturing departmental expenditure data related to vendor information, chartfield data, amount, payment method, and payment issued date.

Interface Scope: An inbound interface that provides high volume creation and payment processing for regular vouchers and single payment vouchers. This interface will not be used for procurement related vouchers.

118. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAP006 – Inbound Vouchers

119. What is the volume of data you anticipate submitting on average?

120. What is your department's file retention policy?

121. What is your department's data retention policy?

122. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAR005 – Billable Charges and Invoice Adjustments

INFAR005 – Billable Charges and Invoice Adjustments

Description: This interface allows departments to send billing information from their legacy systems into FI\$Cal's Billing module. This interface will also allow departments to identify and send invoice adjustments from their legacy systems into the FI\$Cal Billing Module.

Interface Scope: This interface allows departments to send billing information from their systems into FI\$Cal Billing. Invoices may then be printed in FI\$Cal and sent to the customer. Any errors identified during error processing will need to be corrected via resubmission of a corrected file (e.g. incorrect control totals) or transaction being sent in subsequent interface file processing (e.g. incorrect transactions).

123. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAR005 – Billable Charges and Invoice Adjustments

124. What is the volume of data you anticipate submitting on average?

125. What is your department's file retention policy?

126. What is your department's data retention policy?

127. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAR006 – AR Items From External Systems

INFAR006 – AR Items From External Systems

Description: An inbound interface used by departments to load their open Accounts Receivable (AR) items into FI\$Cal. Items will be loaded as external pending items in the AR module.

Interface Scope: The FI\$Cal delivered process AR Update will be used to post these pending items to create the Items.

128. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAR006 – AR Items From External Systems

129. What is the volume of data you anticipate submitting on average?

130. What is your department's file retention policy?

131. What is your department's data retention policy?

132. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFGLO90 – Timesheet Excel Upload

INFGLO90 – Timesheet Excel Upload

Description: The purpose of this interface unit is to provide the ability to upload data from an Excel spreadsheet template to the FI\$Cal Labor Distribution Activity Sheet component. This information is used to distribute an employee or employee group's payroll costs.

Interface Scope: Departments with their own departmental time capture systems may choose to interface Activity Sheets from these systems to FI\$Cal through this interface rather than using the other options that FI\$Cal provides, i.e. manual entry through the PS Activity Sheet Page or uploading Activity Sheets created in the Excel template.

133. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFGLO90 – Timesheet Excel Upload

134. What is the volume of data you anticipate submitting on average?

135. What is your department's file retention policy?

136. What is your department's data retention policy?

137. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFGL091 – Timesheets

INFGL091 – Timesheets

Description: This inbound interface is to provide the department legacy systems the ability to interface directly to the FI\$Cal Labor Distribution Activity Sheet component. This information is automated and used to distribute an employee or employee group's payroll costs.

Interface Scope: This interface provides the ability to upload data from an Excel spreadsheet template to the Labor Distribution Activity Sheet component, thereby inserting rows in the Activity Sheet Header, Activity Sheet Lines, and Activity Sheet Distribution Lines tables.

138. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFGLO91 – Timesheets

139. What is the volume of data you anticipate submitting on average?

140. What is your department's file retention policy?

141. What is your department's data retention policy?

142. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPC003 – Project Transactions

INFPC003 – Project Transactions

Description: Departments will need to interface project transaction information into FI\$Cal for the purpose of tracking and monitoring. Data sources for this interface include legacy systems and offline spreadsheets. The inbound project interface will be a standard layout “template” that departments can map to for required data elements. This inbound interface will eliminate the need to manually key data into FI\$Cal from existing data sources.

Interface Scope: This inbound interface allows departments to upload their project transaction information. Transaction data will be statistical or informational, such as Project Costing only budgets. Original cost transactions that generate accounting entries will be made in other FI\$Cal feeder modules.

143. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPC003 – Project Transactions

144. What is the volume of data you anticipate submitting on average?

145. What is your department's file retention policy?

146. What is your department's data retention policy?

147. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPC004 – Project Structure

INFPC004 – Project Structure

Description: Departments will need to interface project structure information into FI\$Cal for the purpose of creating Project and Activity definitions. Data sources for this interface include legacy systems and offline spreadsheets. The inbound project interface will be a standard layout “template” to which departments can map required data elements from legacy systems. This interface will eliminate the need to manually input project and activity definition data into FI\$Cal for Projects and Activities that exist in legacy systems.

Interface Scope: This interface is used for creating new Structure, Activity, and Team Member information only, not updates. Inbound Project Interface Scope:

- Project Structure Information
- Project Activities
- Project Team Members

148. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPC004 – Project Structure

149. What is the volume of data you anticipate submitting on average?

150. What is your department's file retention policy?

151. What is your department's data retention policy?

152. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPC008 – Add/Update Project Structure

INFPC008 – Add/Update Project Structure

Description: This interface is a real time integration between legacy applications and FI\$Cal for interfacing Project details. This is a bi-directional interface that allows transmissions to add or update the Project Structure.

Interface Scope: This interface will be used to do a real time integration between legacy applications and FI\$Cal for interfacing Project details. Types of transactions within the interface scope:

- Create Projects via FI\$Cal based Web Service
- Provide Project details after Projects are created in FI\$Cal.
- Project Team and Budget details as requested via FI\$Cal based Web Service

153. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPC008 – Add/Update Project Structure

154. What is the volume of data you anticipate submitting on average?

155. What is your department's file retention policy?

156. What is your department's data retention policy?

157. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPC012 – Add/Update Rate Sets

INFPC012 – Add/Update Rate Sets

Description: This inbound interface allows for departments to perform a mass update and creation of rate sets used in FI\$Cal's Project Costing (PC) Module. Departments may load an Excel-based file format (i.e. .xls or .csv).

Interface Scope: This inbound interface will be a standard layout “template” that departments can map to for required data elements. The interface eliminates the need to manually key data into FI\$Cal and improves workflow. Departments can interface new rate set, as well as update or modify an existing rate set(s). Rate set rules may be project specific or shared across multiple projects.

158. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPC012 – Add/Update Rate Sets

159. What is the volume of data you anticipate submitting on average?

160. What is your department's file retention policy?

161. What is your department's data retention policy?

162. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPO106 – FI\$Cal Progress Payment Upload

INFPO106 – FI\$Cal Progress Payment Upload

Description: FI\$Cal will provide an Excel and an XML upload file template for authorized users. Users can extract Payment data from their legacy system into either the file format or manually populate the Excel template and upload the file to FI\$Cal Progress Payment.

Interface Scope: This interface will be used to automatically record progressive payment information.

163. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPO106 – FI\$Cal Progress Payment Upload

164. What is the volume of data you anticipate submitting on average?

165. What is your department's file retention policy?

166. What is your department's data retention policy?

167. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAR018 – AR Update

INFAR018 – AR Update

Description: This inbound interface creates deposits and payments by importing receipt information from text files provided by department systems into FI\$Cal.

Interface Scope: This interface will create deposits and customer payments by importing receipt information from interface files provided by departments into FI\$Cal.

Types of transactions processed by this interface include

- Receipts for outstanding receivables
- Miscellaneous Receipts

With the R17 SCO/STO Release this interface, originally identified as Wave 1 Interface INFAR001 - Customer Receipts Interface, will be updated to create deposit slips for the default demand bank as setup for the Department.

168. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFAR018 – AR Update

169. What is the volume of data you anticipate submitting on average?

170. What is your department's file retention policy?

171. What is your department's data retention policy?

172. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFCM012 – External Transactions

INFCM012 – External Transactions

Description: An inbound interface departments can utilize to load their Legacy system transactions into FI\$Cal's Cash Management CM external transaction table. This will allow departments to reconcile to their bank statements.

Interface Scope: The External Transactions Interface can be used by FI\$Cal departments who have authority to have accounts outside CTS, The interface allows departments to load their system side transactions from their Legacy system into the FI\$Cal Cash Management Module's (CM) external transaction table. Departments may review the scope for loading of Departmental Bank Statements in FI\$Cal if they decide to participate in this interface.

173. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFCM012 – External Transactions

174. What is the volume of data you anticipate submitting on average?

175. What is your department's file retention policy?

176. What is your department's data retention policy?

177. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPO105 – SCPRS

INFPO105 – SCPRS Extract

Description: FI\$Cal will provide an Excel and an XML upload file template for SCPRS authorized users. Users can extract PO and Contracts data from their legacy system into the file format or manually populate the Excel template and upload the file to FI\$Cal SCPRS.

Interface Scope: This interface is used to load FI\$Cal Purchasing Information to the SCPRS application.

178. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Inbound): INFPO105 – SCPRS

179. What is the volume of data you anticipate submitting on average?

180. What is your department's file retention policy?

181. What is your department's data retention policy?

182. Does your department have historical data that will be used for reporting purposes?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Outbound): INFAM005 – Assets for Physical Inventory

INFAM005 – Assets for Physical Inventory

Description: An outbound interface from FI\$Cal's Asset Management module. This interface can be used to generate an asset extract file that loads into a department's existing legacy system or to be used for a manual physical inventory.

Interface Scope: Departments using the Asset Advantage solution will not require this design of the Query/Outbound Interface.

183. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Outbound): INFAR007 – Accounts Receivables

INFAR007 – Accounts Receivables

Description: An outbound interface from the Accounts Receivable (AR) module of receivable, receipt, and maintenance transactions such as credit memo adjustments, write-offs, and refunds.

Interface Scope: Departments may utilize this information to interface accounts receivable data from FI\$Cal into their legacy system(s).

184. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Outbound): INFAR011 – Customer ID Extract

INFAR011 – Customer ID Extract

Description: An outbound interface from the FI\$Cal Customer database that can be used by departments to verify that the customer information maintained in their external system(s) matches the customer information that is within FI\$Cal.

Interface Scope: Departments may also utilize this extract to interface customer data from FI\$Cal into their system(s).

185. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Outbound): INFPC010 – Project Structure

INFPC010 – Project Structure

Description: State departments use legacy systems for a variety of purposes (Billing, Project Reporting, Project Tracking, Time Capture, etc.) that require valid values for elements of the FI\$Cal Project Structure. This outbound interface will generate a flat text file that can be used by departments for importing Project-related information into legacy systems.

Interface Scope: This interface will be used to extract project related information and write it to a outbound flat file for departments to import into their legacy systems. The extract will have project level information by default. Additional flexibility will be given to departmental users to include closed projects, project activity, project team, and project milestone data.

186. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Outbound): INFPC011 – Project Transactions

INFPC011 – Project Transactions

Description: This outbound interface generates a flat text file containing project transactions from the FI\$Cal Project Costing (PC) module for departments to load into their legacy system.

Interface Scope: This interface will be used to extract project transactions from the FI\$Cal Project Costing (PC) module into the departments legacy system. Departments are given the flexibility to extract the data for specific business units, project types, transaction dates, FI\$Cal chart fields. Users will also be able to create different files for different combinations of these filter criteria.

187. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Outbound): INFAM008 – Interface with External Systems

INFAM008 – Interface with External Systems

Description: This outbound interface extracts FI\$Cal's fleet asset financial and physical information into DGS Fleet Asset Management System (FAMS).

Interface Scope: This interface provides a mechanism for extracting asset data from FI\$Cal to load into a department's external systems (if applicable) for Fleet Assets. Key data fields have been identified for the interface file layout; this does not represent all available asset fields in FI\$Cal.

Departments will be responsible for performing various transactions in FI\$Cal. Transactions include: Additions, Adjustments, Transfers, Retirements and certain physical updates. The interface file will be based on user defined dates and will not update records in FI\$Cal to indicate that it has previously been run for those dates. Depreciation transactions will not be included in the interface. The interface will be executed adhoc as needed by Departments.

188. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces (Outbound): INFPC025 – Project Structure

INFPC025 – Project Structure

Description: This outbound interface extracts FI\$Cal's Work Breakdown Structure for departments to load into their legacy system.

Interface Scope: This interface will be used to extract project related information and write it to a outbound flat file to the departments for importing it into their legacy systems. The extract will have project level information by default, additional flexibility will be given to Departmental User to include closed projects, project activity, project team, activity team and custom attributes.

189. Will your department be participating in this interface?

- Yes
- No
- Unknown

Conversion and Interface Questionnaire

Interfaces: Miscellaneous

190. Is there any other information about your department's interfaces, current data, or legacy systems not covered in this questionnaire that you feel is important the FI\$Cal Enterprise Integration Team be aware of?

Conversion and Interface Questionnaire

Conclusion

Thank you for your time in completing this survey and providing us with this valuable information. We look forward to working with you during the Conversion and Interface related activities as your department transitions to FI\$Cal.

Please visit the FI\$Cal website for additional information.