



**FI\$Cal**

*Financial Information System for California*

**R17**

**Conversion Workshop  
Accounts outside CTS Balances**

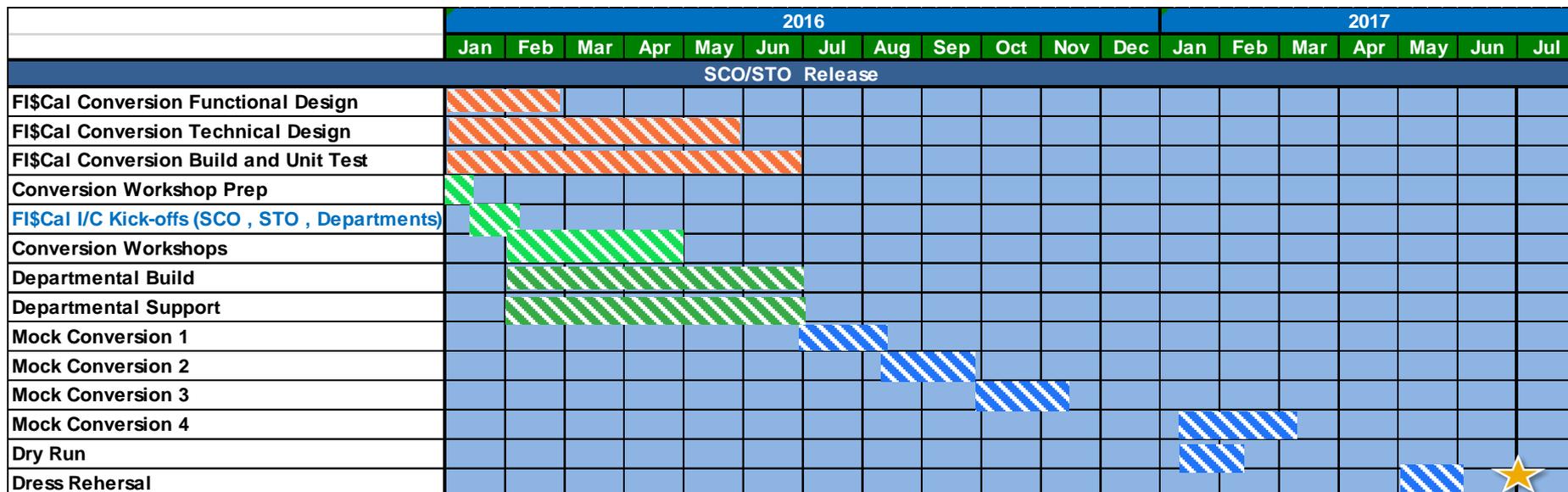
March 9, 2016

# Agenda

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- Workshop Objectives
  - Review each file layout and conversion process to allow STO to begin conversion design and build activities
  
- Timeline
- Roles & Responsibilities
  
- Detailed Layouts and review of Interfaces
  - CNVCM008 - Conversion of Accounts outside CTS Balances
  
- Next Steps

# R17 Conversion– Key Activities Timeline



Conversion Workshops will be conducted from Feb to Apr 2016 and includes layout review.

FI\$Cal Conversion build is expected to complete by end of Jun 2016.

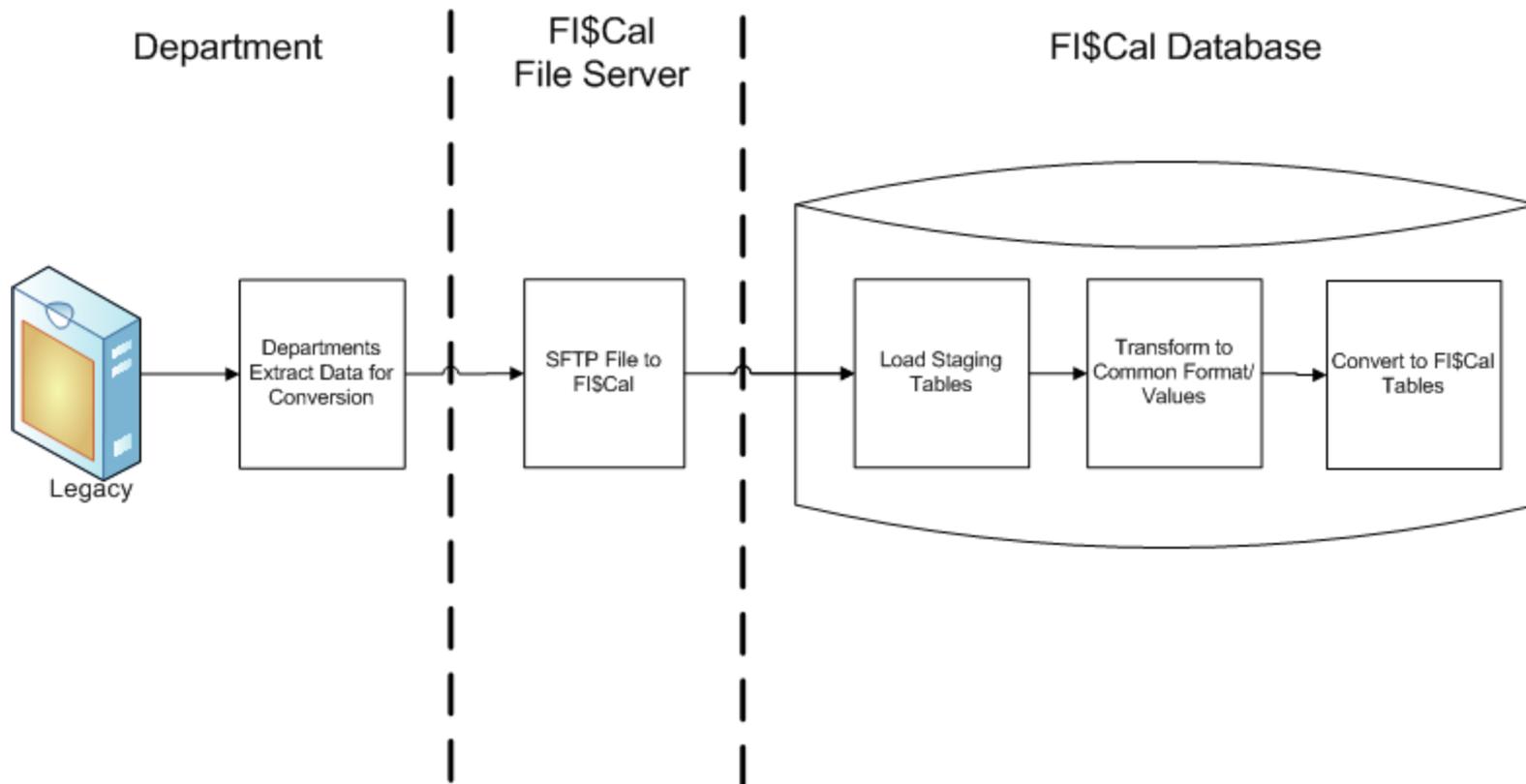
SCO/STO will be involved in Mock Conversion test cycles and data validation.

Conversion Testing kick-off is currently planned for May 2016 and will detail the cycles and data validation timelines and processes for Mock Conversion.

# Conversion Roles and Responsibilities

Activity	Team
Identify Data Source and Fields for Conversion Extract	STO
Extract Conversion Data from Legacy System to Files	STO
SFTP file to FI\$Cal	STO
Load Data to Staging Area	FI\$Cal
Identify Crosswalk Values	STO
Identify Staging / Validation Errors	FI\$Cal
Convert Data to FI\$Cal System	FI\$Cal
Identify Load Errors	FI\$Cal
Resolve Errors and Cleanse Data for next cycle	STO
Validate Converted Data (Dry Run, Dress Rehearsal, and Cutover)	STO

# Conversion Data Flow



# Conversion Scope

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## CNVCM008 - Conversion of Accounts outside CTS Balances

- Departments with accounts outside of the CTS(Report 14) are currently required to report the existence of the accounts, associated balances in the accounts, and a bank statement which supports the balance reported to STO semi-annually.
- Conversion scope is to
  - Convert already existing and approved *Account Outside of CTS* details from legacy into FI\$CAL PeopleSoft as of 06/30/2017.
  - Convert *No Accounts outside CTS* details from STO as of 06/30/2017.
- Review Layout

# Conversion File Layout Overview

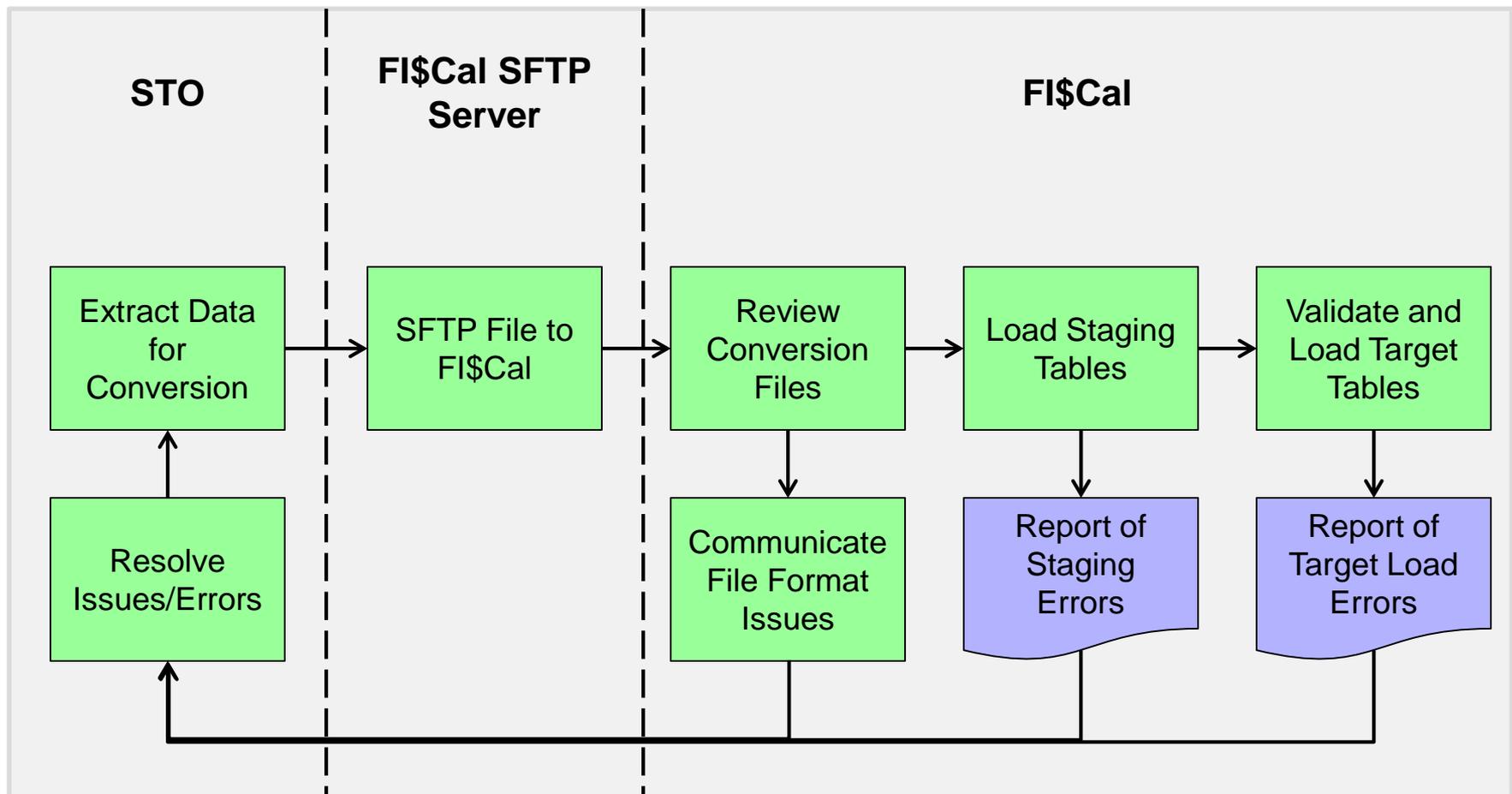
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- **Change History Tab** – Tracks updates to the layouts
- **Guide Tab** – Provides overview and instructions for the layout
- **Department Response Tab** – Layout to be populated with data
  - **Grouping:** Logical grouping of related data elements in the layout
  - **PeopleSoft Field:** Technical name for the data element
  - **PeopleSoft Field Label:** Description of the PeopleSoft Field
  - **Field Type:** Indicates type of values allowed in the field (e.g. Character, Number, Date)
  - **Max Field Length:** Maximum length of values allowed
  - **Business Description:** Business details, instructions, defaults, etc. for populating the field
  - **Dependency:** Indicates related field in the same or another layout which must also be populated.
  - **Required?:** Indicates if field is required, conditionally required or optional
- **Field List Only Tab** – A different view of the list of fields in the layout. For informational purposes only.

# Conversion Test Objectives

Test Cycle	Primary Objectives
Mock Conversion 1	<ul style="list-style-type: none"> <li>• Convert actual STO data</li> <li>• Determine technical issues with files and process</li> <li>• Technical validation of conversion files</li> <li>• Confirm initial configuration setup in system</li> <li>• Communicate data/conversion issues to STO</li> </ul>
Mock Conversion 2	<ul style="list-style-type: none"> <li>• Fine tune conversion processes and programs</li> <li>• Address data/configuration kick-outs from Mock 1</li> <li>• FI\$Cal business validation of converted data</li> </ul>
Mock Conversion 3	<ul style="list-style-type: none"> <li>• Fine tune conversion processes and programs execution time</li> <li>• Address data/configuration kick-outs from Mock 2</li> <li>• Integrate conversion activities to cutover plan</li> <li>• Provide converted data for User Acceptance Testing</li> </ul>
Dry Run	<ul style="list-style-type: none"> <li>• Execute conversion activities within overall cutover</li> <li>• Perform STO data validation</li> <li>• Perform STO manual conversion activities</li> </ul>
Dress Rehearsal	<ul style="list-style-type: none"> <li>• Confirm ability to convert in the defined cutover window</li> <li>• Mimic actual production cutover (Day of week, time of day)</li> <li>• Perform STO data validation</li> <li>• Perform STO manual conversion activities</li> <li>• Determine mitigation for any remaining conversion issues</li> </ul>

# Conversion Testing Process



# Conversion Testing – STO Involvement

Activity	Primary Owner
Extract Conversion Data from Legacy System to Files	STO
SFTP file to FI\$Cal	STO
Load Data to Staging Area	FI\$Cal
Identify Staging / Validation Errors	FI\$Cal
Convert Data to FI\$Cal System	FI\$Cal
Identify Load Errors	FI\$Cal
Resolve Errors and Cleanse Data for next cycle	STO
Manual Conversion (Dry Run and Dress Rehearsal)	STO
Validate Conversion Data (Dry Run and Dress Rehearsal)	STO

# Dataflow Security Between FI\$Cal & STO for Interface and Conversion files

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- Secure File Transfer Protocol (SFTP) must be used to submit all Conversion files. DO NOT use email.
- Department Access to SFTP Server will be controlled by a Firewall, and user names and passwords.
- Each Department has their own secure password controlled file area
- Multiple employees per department can be given SFTP server access.
  - Departmental task to establish Secure File Transfer Protocol (SFTP) User Access
- Depending on your Departments IT policies, free FTP clients may be available for use (Filezilla, WinSCP, PsFtp, etc.)

# Conversion Next Steps

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- STO to review Layouts and Field Level Requirements
- STO to begin Design and Build Activities for Data extract programs
- STO to review Data Cleansing options and perform Data Cleansing as identified prior to Mocks which start in July 2016
- STO to attend FI\$Cal touch points for Conversions
- Complete Departmental task to get FI\$Cal SFTP access to identified resources

## Questions/Additional Information

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FI\$Cal Project Information:

<http://www.fiscal.ca.gov/>

or e-mail questions to the FI\$Cal  
Project Team at:

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