Hong Kong Baptist University Revamp of Financial Information System

Sharing Session on New FIS Project Updates



9th Mar 2017

Agenda

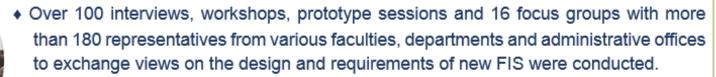
- 1. Project Progress
- 2. Highlight of Key Changes
- 3. What's Next?
- 4. Questions & Answer

Project Progress

Overall Progress Summary – New FIS



User Communication Activities



- A sharing session on new FIS was held with Deans and Heads on 9 Nov 2016.
- Thank you very much for all the feedback which contributed tremendously to the project.

Successfully Completed Design Phase



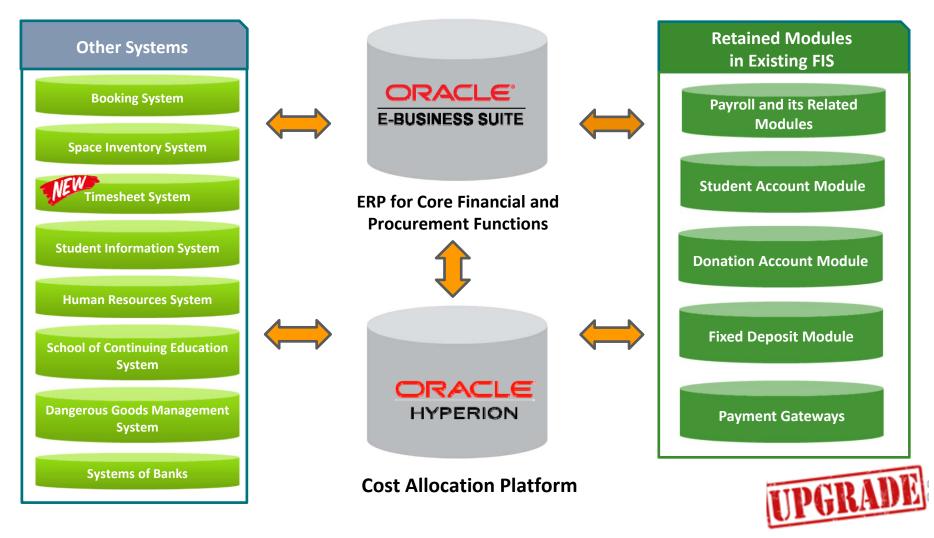
 The design phase of core financial and procurement functions in new FIS was completed.

E-BUSINESS SUITE

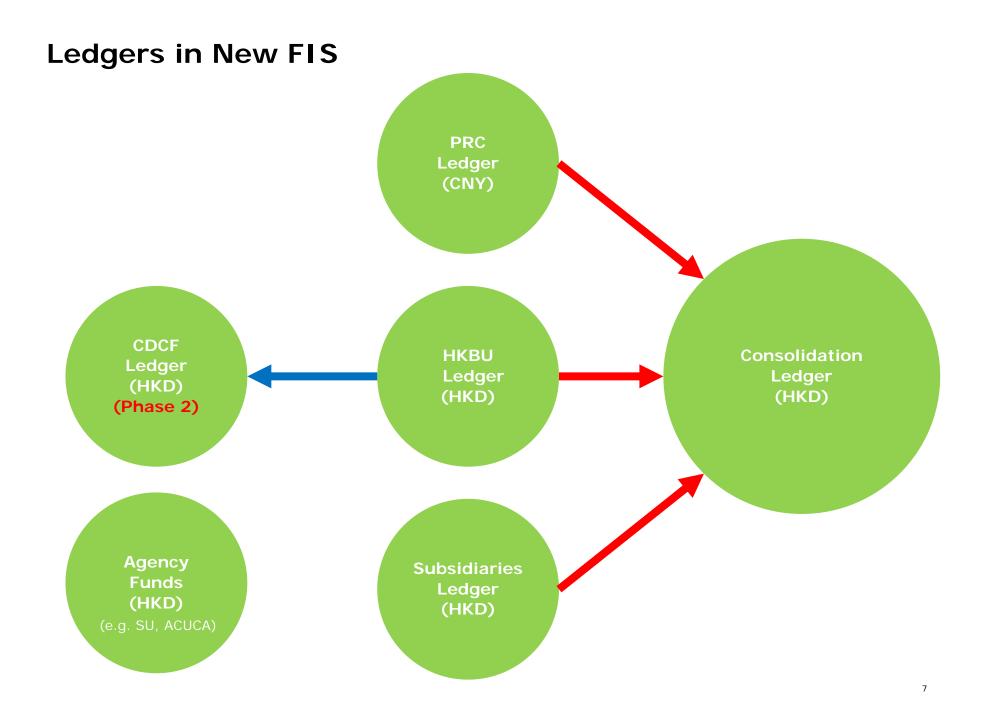
 Streamlined business processes and system design were endorsed by the Project Steering Committee (PSC) on 23 Jan 2017, with the guiding principle of minimal customization on the package of Oracle EBS.

Interfaces with Retained Modules and Systems

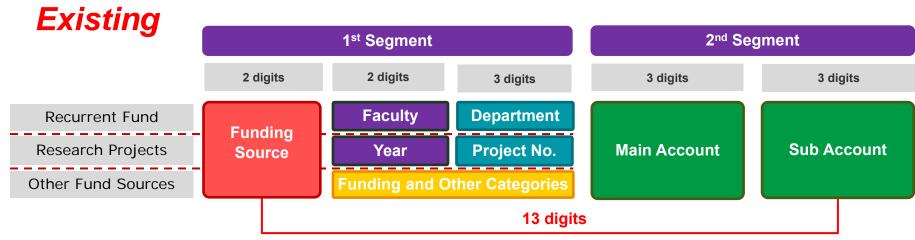
Some existing FIS Modules will be enhanced by ITO for system integration



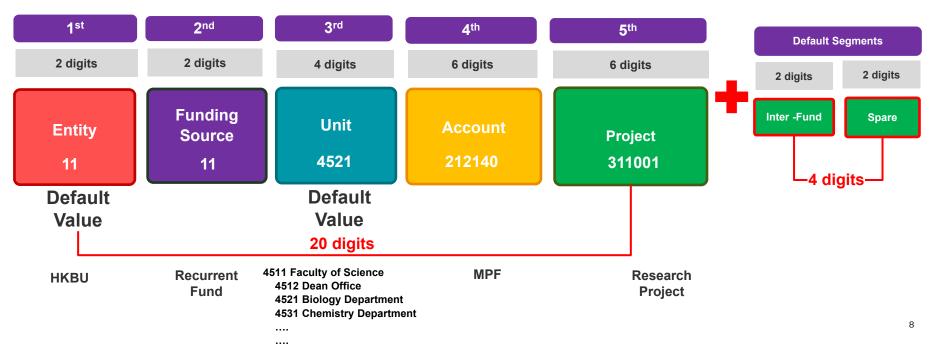
Highlight of Key Changes



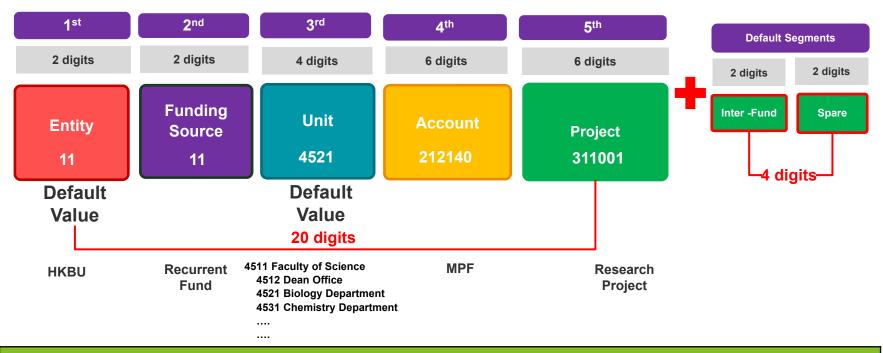
New Chart Of Accounts



New



New Chart Of Accounts



Benefits of the new COA:

- ✓ Facilitate some default account codes for e-Purchase requisitions by departments
- Enable on-line enquiries of the latest funding position and transaction details by faculty, department, project, etc.
- ✓ Allow multi-dimensional reporting / analysis for decision making
- ✓ Strengthen system control and authorization using an access hierarchy

Enhance Budgetary Information and Control

On-line Fund Checking and Real Time Funding Position

Funds Available = Budget – Encumbrance (PR + PO) – Actual Expense Amount

Selection Criteria edger Progress UK udget BUDGET 07/08		Amount Type Encumbrance Type		e Extended	
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Major Benefits of New FIS

Procurement – e-workflow to enhance efficiency

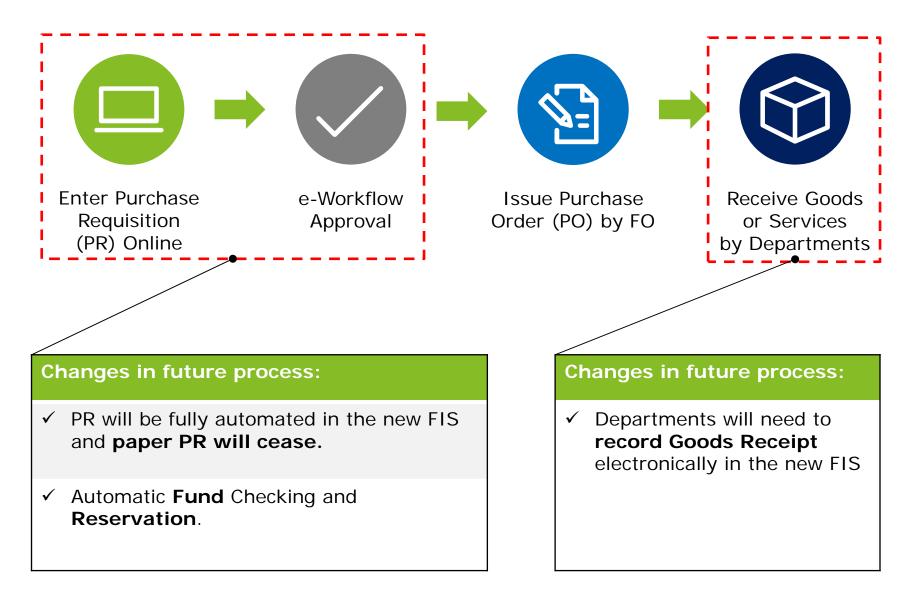


Automation of Purchase Requisition (PR) processing

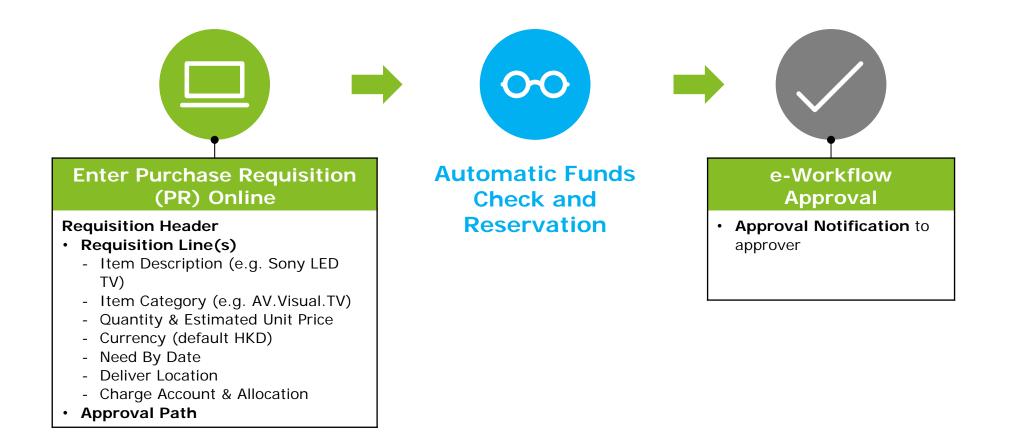
- Faster process
- Shorten time for purchase order and delivery
- Flexible approval hierarchy
- Enhance budgetary control by providing on-line fund checking and reservation
- Promote transparency on PR / PO status for all purchases
- Environmental friendly by reducing circulation of hard copies
- Electronic transfer PO directly to supplier

Notification for PR/PO approvals and alerts for items pending approval

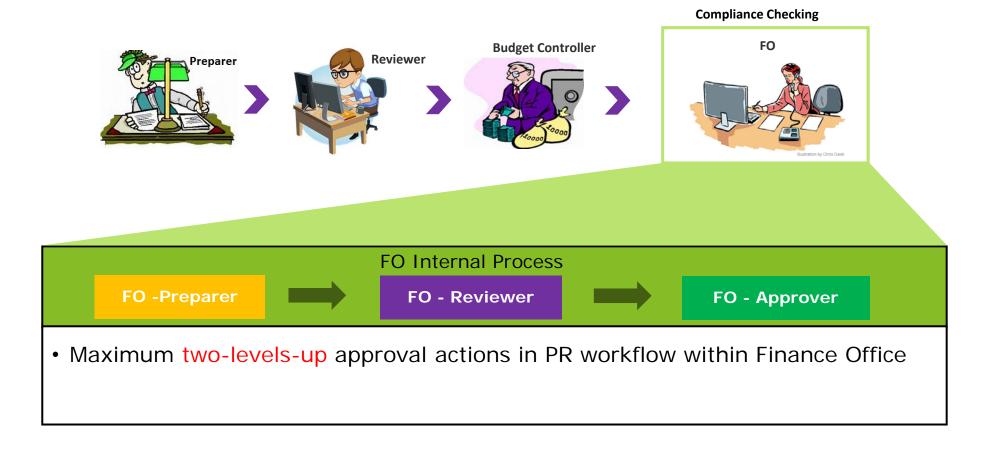
- Speed up e-approval of PR/PO
- Provide alerts to remind approvers on outstanding approval items



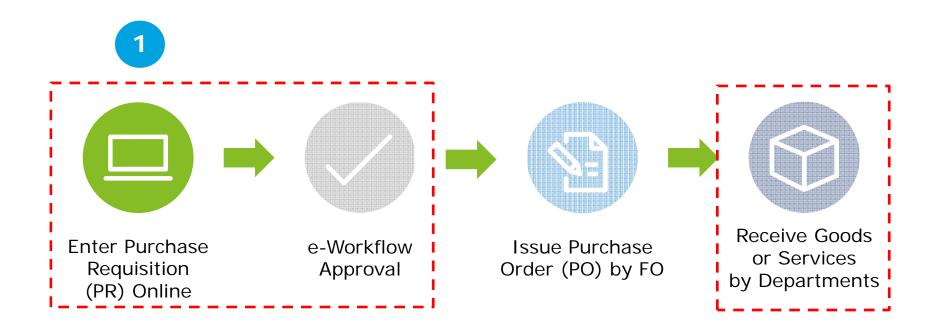
PR Preparation and Approval Process in new FIS



PR Approval Workflow



Step 1: Enter Purchase Requisition



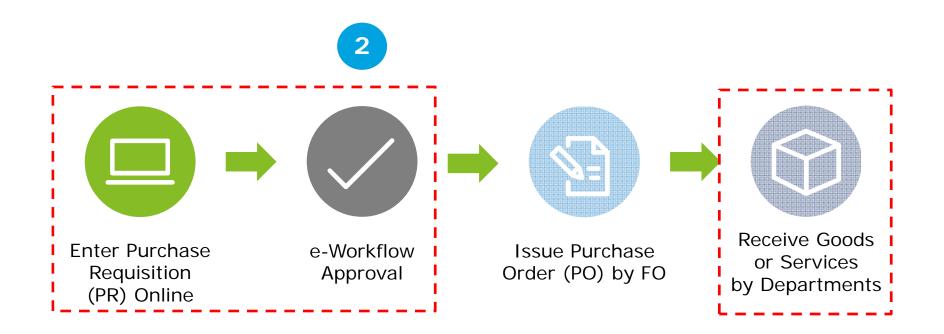
Step 1: Enter Purchase Requisition – Non Catalog Items

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Indicates required new					Clear All Add	to Cart Add to Favorite		art contains 1	1 line.	
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* Quantity	2			Contact Name				-77		X
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Step 1: Enter Purchase Requisition – Catalog Items

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Shop Requisitions Receiving	
Stores Shopping Lists Non-Catalog Request Contractor Request	
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Shop: Stores > Shop Main Store >	
Search Results Summary from Main Store	
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Show Images 💢 😂	
Exchange.Oracle.com	
The Exchange for Big Business, Small Business, All Business	
Search Results from All Local Content: pencil	
Show Images View More Results 💢 🥭	
Pilot Progrex Mechanical Pencil H-125 (0.5mm) Attachments None	
Shopping Category Others (Stationery) Supplier HONG KONG	Supplier Site PUR001
Supplier Item STATIONERY Price 4.4 HKD (DEVELOPMENT)LTI	Source Agreement 25 D. Hazard Class
Internal Item Number Un Number	
Quantity 1 pc Add to Cart	Add to Favorites Add to Compare
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Price 3.65 HKD (DEVELOPMENT)LTI Internal item Number	
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Step 2: Manage Approval Path





Step 2: Manage Approval Path

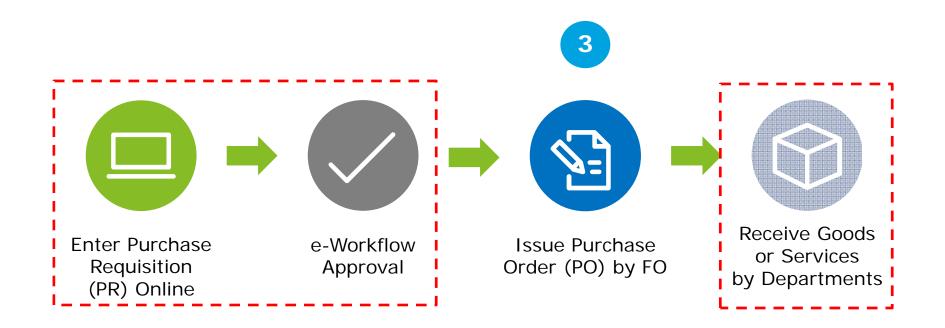
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Home >											
Purchase Requisition 1846 for HKBU, Preparer 1 (880.00 0	BP)										
From HKBU, Preparer 1 To HKBU, Reviewer 1 Sent 02-Mar-2017 10:49:15 ID 7966619 Requisition Lines	Description Requisition Total Non-Recoverable Tax Attachments	880.00 GBP 0.00 GBP		Approve	Approve A	And Forward	d Forward	Reject	Reassign	Request	Information
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Num Name		tion	Action Dat							Note	
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2 HKBU, Preparer 1		eserved	02-Mar-20	17 10:49:1	15						
3 HKBU, Reviewer 1 4 HKBU, Approver 2	Pe	nding									
Related Applications											

Step 3: PO Autocreate and Approval





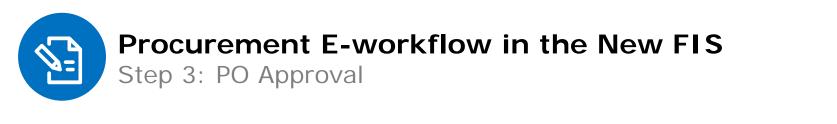
Step 3: PO Autocreate

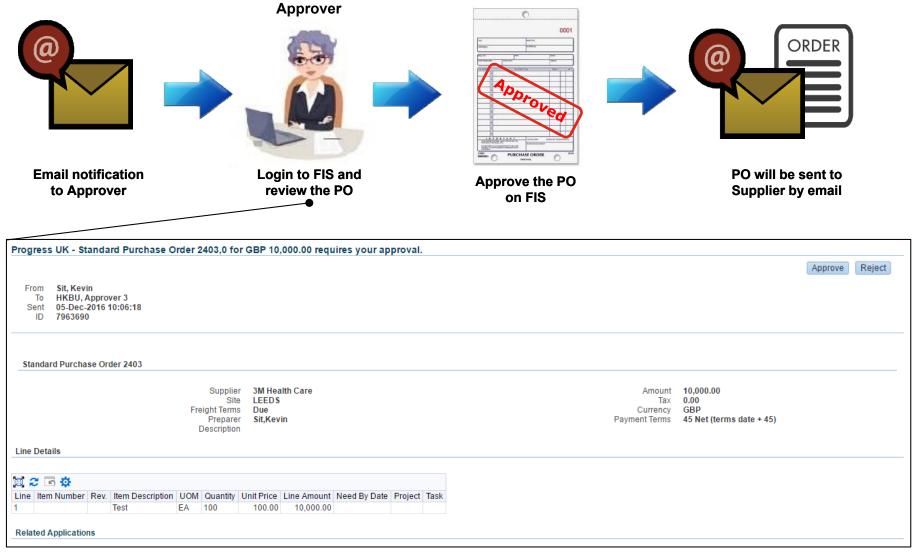
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□.	1722	1	060.36						VL Test Item		Each	10	
□.	1723	1	060 26	î î					VI Toot Itom	ĥ	Each	10	
□.	1788	1 New Doc	ument						×	X8888	Each	1	
□.	1759	1 Glob	al Agreement			Purc	hasing Org	Progress	UK	129-1	Each	20	
□.	1783	1	Document				RFQ Type			L12345	Each	1	
\Box .	1785	1	Release			Re	elease Date			L2333	Each	1	-
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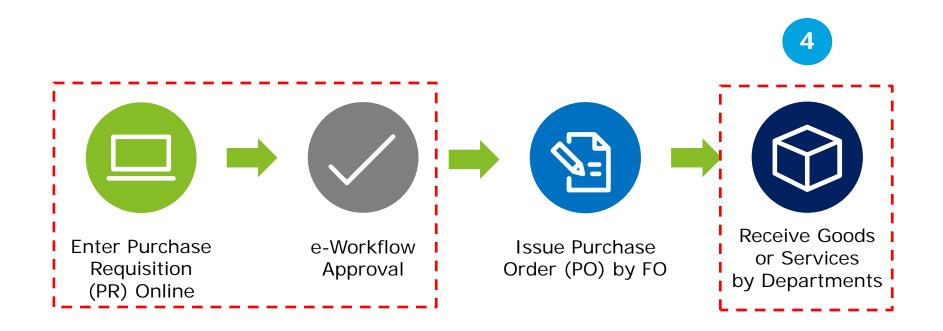
Step 3: PO Approval

AutoCreate to Pu	rchase Orders —	2438										×
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Ship-To	Progress UK]	Bill-To	Progress UN	(Curr	ency	GBP			
Buyer	Liu, Vincent]	Status	Incomplete		T	otal	14.00			[.]
Description												
Lines	Price Refere	ence Reference	Documen	ts	More	Agreemen	t Temporary	Labo	r			
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Step 4: Receiving Goods





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Receiving Work Confirmations					khies	5	
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Return Items		w Receipts					Record receipt of the items you ordered, or receive on behalf of others.
Requisitions to Receive						/	Receive Items
Click Receive to create receipts for the items on the req	uisition.				Full List	•	Return Need to send items back to the supplier? Return Items
i						۰	Correct
Requisition Requisition Description			Supplier	Order Number	Receive		Did you record the wrong receipt quantity? Correct Receipts
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2 Chilied water treatement			Multiple	Multiple	3		corrections. View Receipts
6 HP EliteDesk 800 G1 SFF PC, Core i-34130, 4 installation of Hardware	GB DDR3-1600 DIMM (1x4GB), 500GB x 2, V	Vin8 Prof 64 DG Win7 Prof,	EASTECH SYST	EMS 17			
My Receipts at a Glance					\bigcirc		
Click View Details to view receipt details.					Full List		
🗒 2 🖻 🕸							
Receipt Item Description	Receipt Date	Transaction Date	Supplier	View	Details		
No results round.							

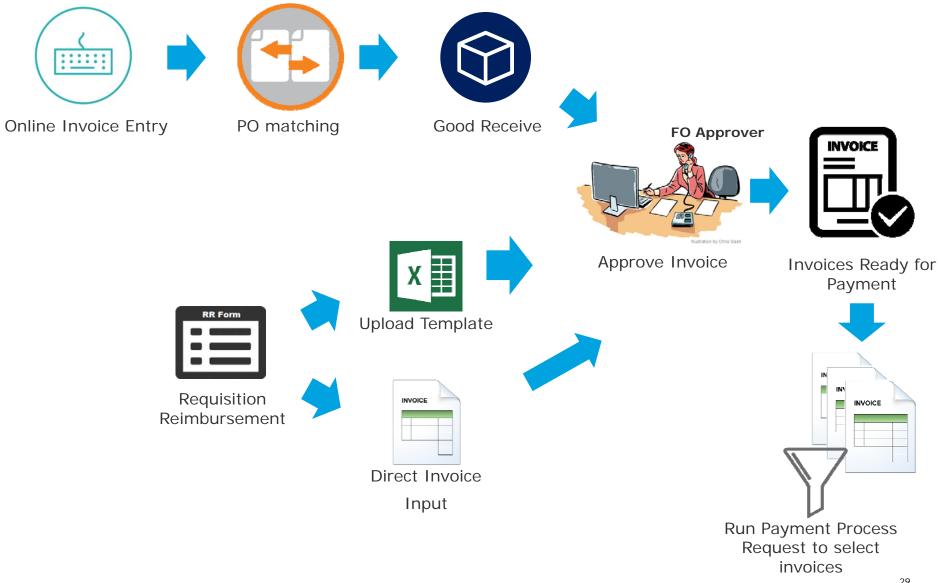


Shop Requisitions Receiving Receiving Work Confirmations											
Select Items		Receipt Informa	tion						Review And	Submit	
Receive Items: Select Items											
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Requester											
Requisition Number											
Supplier											
Order Number											
Shipment Number 🔄 🔍											
Items Due Any Time											
(Enter at least one additional search criterion w	hen selecting Items Due Any	/ Time)									
Go Clear											
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Select All Select None											
Select Requisition Description	Need-By 🕶	Receipt Quantity	Unit	Ordered	Received	Invoiced	Supplier 🛆	Order Type	Order Number 스	Shipment Number 스	GL Encumbered Date
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including installation and setup service within 20 user			P* •				LIMITED	1 di citado			
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✓ TIP Use the Previous/Next navigation tool to make selections across multiple pa	ges	\bigcirc									
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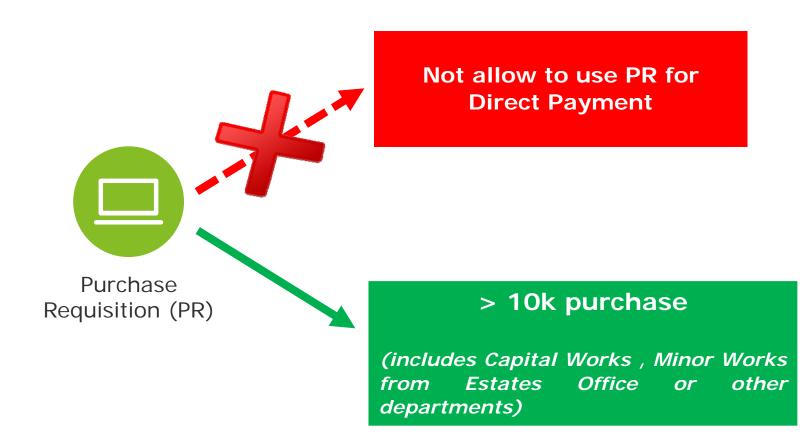


Shop	Requisitions Receiving							
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		Waybill						
		Packing Slip						
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			Model No: ABC-1					
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	Receipt Date 2014/12/30 17:03:26 pt Comments Serial No: 1234546 Model No: ABC-1							
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X 2	5 0							
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Requisition 6	n Description HP Laserjet M401dn Printer, B/W (33ppm), duplex, network, includ	ing installation and setup service within 20 user	Quantity Unit W	aybill Slip	Item Comments Serial No: 1234546 Model No: ABC			
6	HP EliteDesk 800 G1 SFF PC, Core i-34130, 4GB DDR3-1600 DIMM		1 pc		-1 Serial No: 1234546 Model No: ABC	LIMITED EASTECH SYSTEMS		
•	Hardware		i pc		-1	LIMITED		
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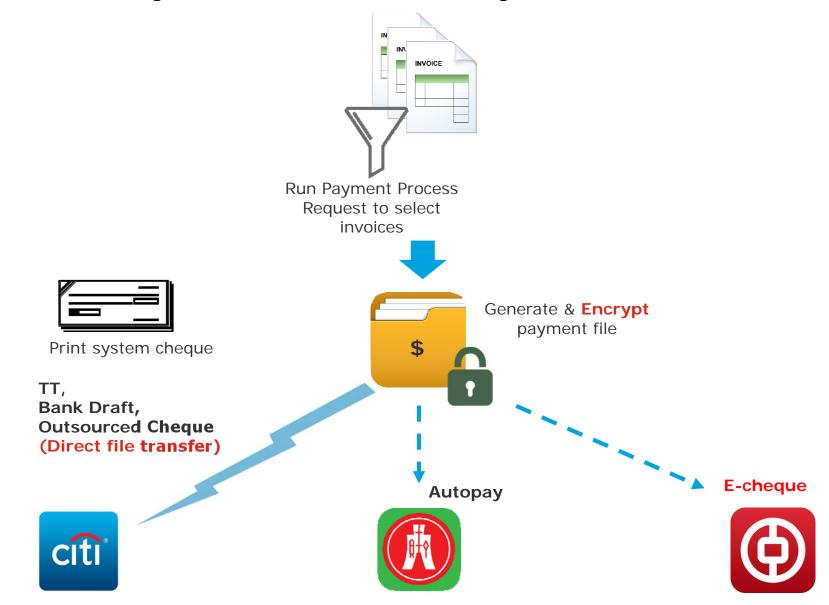
Account Payable - Invoice Entry Process of New FIS



Alignment of Future Process



Accounts Payable – Streamlined Payment Process



Reporting - Financial Statement Generator (FSG) and Oracle Report

Major Benefits of New FIS

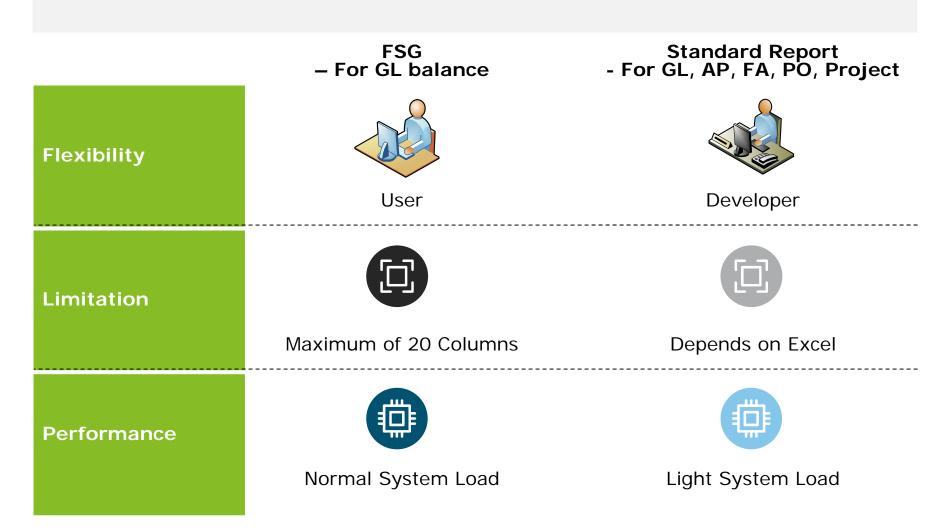
Greater Flexibility - Report Scheduler

Users can define the frequency / schedule to run reports in new FIS

Schedule Apply a Sayed Sched	dule
Run the Job As Soon as Possible Once	Start At 11-DEC-2016 21:40:02 End At Leave End Date blank to run indefinitely
On Specific Days ○Advanced	Re-run every 1 Day(s) Apply the Interval From the Start of the prior run
□Save this schedule	○From the Completion of the prior run
Help	QK Qancel

Overview of Reporting in General Ledger

General Ledger provides you with a variety of reporting capabilities, including the Financial Statement Generator (FSG) and standard reports and listings.



Sample reports Outlook

Standard Oracle Report

Value	Comations (REA)	tal Ledger		Fee Line 103			Page Hold
	armany USD on Type Astant						
	Name: House						
	Suph: David from Days	Nation OF S CORP. Law 9	4		Pater	Net: 31-301-61	
Journal Separation References			Calm	Bhulae Sale: 2-3648			
Line	Recent	Transaction Date	Oversighter	Live See	Owine.	Create	1
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:	11-345-7020-008-008	2-3610	CONSIGNT DEPRECATION STORETERS OF REAL		ACCOUNT ON		12
2	17-421-7020-000-008	2-34100	COMPANY DEPARCATION STORETERM OCTOPIE		3412		R
•	11-421-750-6500-01E	2-3010	COMPART DEFINED AT ON STORETISM 0010-01		40.18		18
5	11-404-7950-000-008	3-34140	COMPATION TO PROVIDE AT ON THURSDAY		58.0		14
2	11-4 KH-7000-KH00-KH	2-24140	CONVERTIGE/RECATOR STURY-TION OF STURY		20030		510
· .	17-687-7960-8300-038	2-3410	COMMENT DEPINE AT CHISTOANTINH WORKS		1216.00		10
1	11 481-7580-8300-038	2-3010	COMPANY DEFINICIATION STUARTING 0010-00		131.34		1.0
•	17 +0-750-000-01E	2.200	CONTRACTOR STORES		BOLD II		10
10	11-455-7960-0000-000	3-34140	COMPART DEPRECIATION DISLAMINED departs		463		14
	17-451-7000-8100-018 17-451-7540-8100-018	2.000	CONTRACTOR PROCESSION OF CAREFUL CONTRACTOR PROCESSION OF CAREFUL		10.0		10
u u	17 4 21-7040-0300-038	2-210	COMMENT DEPRECATION 21-044-16M		310		10
	19 4 07/0404000408		COMPARY DEPART ATTOR 210 APPRIL 00 (5) 25 COMPARY DEPART ATTOR 21 APPL/200				14
н. 18	17.2623620000	31.00120	00.00-00		44		
	17-740-790-000-018 17-40-700-000-018	31-34140	COMPACT DEPRECATION DECRETION OF the R				
14	17 421-7020-0300-018 17 421-7020-0300-018	2-200	COMPANY DEPARCATION STUAFTION COMPANY DEPARCATION STUAFTION		18.8		10
	17 1.00 V00 V00000	2.000	COMUNITOR MIC ATCH STORETON 001010		26.8		- 10

FSG Report

DRACLE	Balance Si Vision Operation Apr-03		Date:10-FEB-2004 23:04:2 Page:1		
rrency: USD o specific Company requested					
	PTD-Actual Apr-03	PTD-Actual May-03	PTD-Actual Jun-03	PTD-Actual Jul-03	Ĩ.
ASSETS					
Current Assets	12122000	0.000000000		10000000	
Cash and Short Term Investments Accounts Receivable - Net of Allowance	15,862,304	51,998,607	16,583,858	9,198,226	
Accounts Receivable - Net of Allowance Other Current Assets	2,560,786 9.520	<12,062,845> 269,064	6,927,690 330,257	9,480,691 6,594	
Inventory	448,547	269,064	330,257	0,594	
Total Current Assets	18,881,158	40,204,827	23,181,292	18,685,511	
PROPERTY, PLANT, EQUIPMENT Cost of Property, Plant & Equipment	178.889	178.843	538.870	718,136	
Less Accum, Depr & Amortization	<428.024>	<428.024>	538,870 427,357	<427.357>	
Less Accum, Deprix Amontzation	<428,024>	<420,024×	427,307	~427,3572	
Net Book Value of Assets OTHER ASSETS	<249,135>	<249,180>	966,227	290,779	
Other Assets	<45,000>	0	0	0	
TOTAL ASSETS	18,587,023	39,955,646	24,147,519	18,976,290	
LIABILITIES					
Current Liabilities					
Liabilities - Due in One Year	10.075,101	19,363,897	38,409,981	3,194,933	
Current Year Income Taxes Payable	0	0	0	0	
Accrued Payroll and Taxes	1,492,430	650,074	317,450	662,579	
Other Current Liabilities	0	0	0	0	
Total Current Liabilities	11,567,531	20,013,972	38,727,431	3,857,512	
Long-Term Liabilities Long Term Portion of Bank Loan	0	0	0	0	
Other Liabilities - Long Term	2.079.190	15,082,013	17.079.360	80.345	
one classes cong term			.1,013,000	00,040	
Total Long Term Liabilities	2,079,190	15,082,013	17,079,360	80,345	
TOTAL LIABILITIES OWNER'S EQUITY	13,646,722	35,095,985	55,806,791	3,937,857	

FSG Report Building - Report Objects

"Row sets and column sets are the two primary building blocks of FSG reports. These concepts are illustrated in the report shown in the figure below.

ORACLE [.]	Balance She Vision Operations	2		Date:10-FEB-2004 23:04:2 Page:1	
	Apr-03	17 O.M			
urrency: USD					
lo specific Company requested	Column Set				
Row Set	PTD-Actual Apr-03	PTD-Actual May-03	PTD-Actual Jun-03	PTD-Actual Jul-03	
ASSETS Current Assets					
Cash and Short Term Investments	15,862,304	51,998,607	16,583,858	9,198,226	
Accounts Receivable - Net of Allowance	2,560,786	<12,062,845>	6,927,690	9,480,691	
Other Current Assets Inventory	9,520 448,547	269,064	330,257 0	6,594	
inventory	410,047				
Total Current Assets	18,881,158	40,204,827	23,181,292	18,685,511	
PROPERTY, PLANT, EQUIPMENT Cost of Property, Plant & Equipment	178.889	178.843	538,870	718,136	
Less Accum. Depr & Amortization	<428,024>	<428,024>	427,357	<427,357>	
Net Book Value of Assets	<249,135>	<249.180>	966,227	290,779	
OTHER ASSETS	-248,155-	~243,100	500,227	230,773	
Other Assets	<45,000>	0	0	0	
TOTAL ASSETS	18,587,023	39,955,646	24,147,519	18,976,290	
LIABILITIES					
Current Liabilities	02222704233	100120231247	00 400 004	1010031020	
Liabilities - Due in One Year Current Year Income Taxes Payable	10,075,101 0	19,363,897 0	38,409,981 0	3,194,933 0	
Accrued Payroll and Taxes	1,492,430	650.074	317,450	662,579	
Other Current Liabilities	0	0	0	0	
Total Current Liabilities	11,567,531	20,013,972	38,727,431	3,857,512	
Long-Term Liabilities Long Term Portion of Bank Loan	0	0	0	0	
Other Liabilities - Long Term	2,079,190	15,082,013	17,079,360	80,345	
Total Long Term Liabilities	2,079,190	15,082,013	17,079,360	80,345	
TOTAL LIABILITIES	13.646.722	35,095,985	55,806,791	3,937,857	

Report Development by Batches



To be developed by Deloitte and newly recruited Analyst Programmer(s)

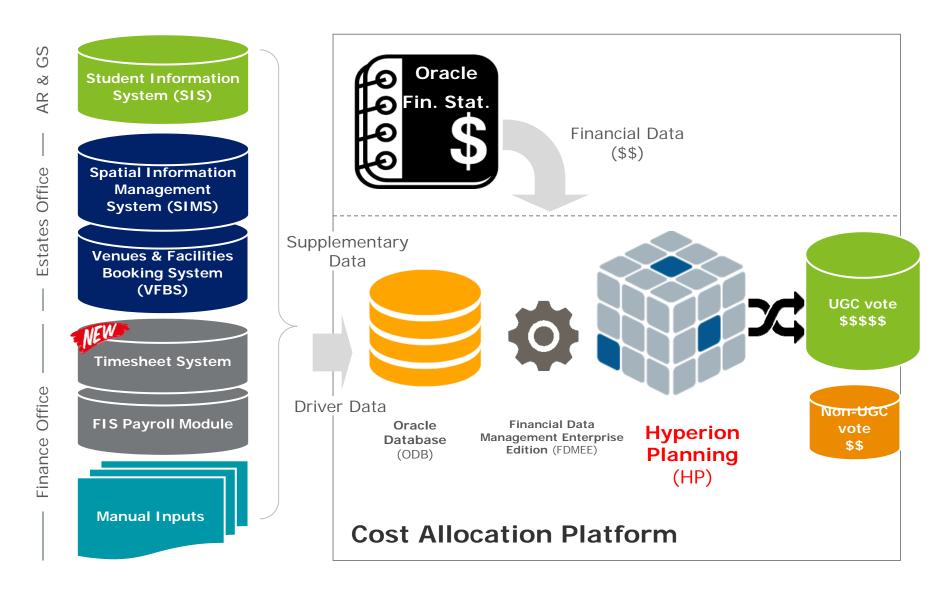
Rationalise and Consolidate Reports are required

Resources Implications - should be well justified the needs of report

Tentative Timeline				
	Batch 1	Batch 2	Batch 3	Batch 4 or onwards
Gather User Requirement for report layout	March - April	May – June	Oct - Nov	After system go live
Deliverables (Tentative Schedule)	June/July	September	Feb 2018	To be determined

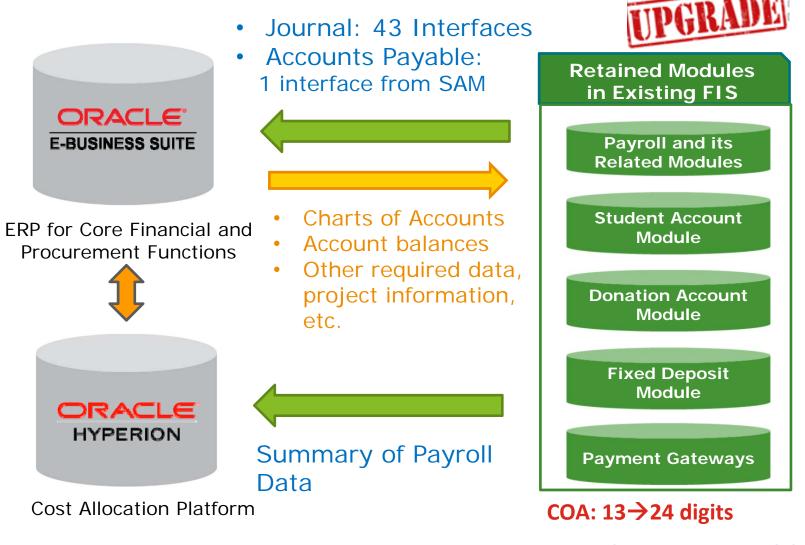
CAG Platform

Overview of Cost Allocation Platform



Retained Modules

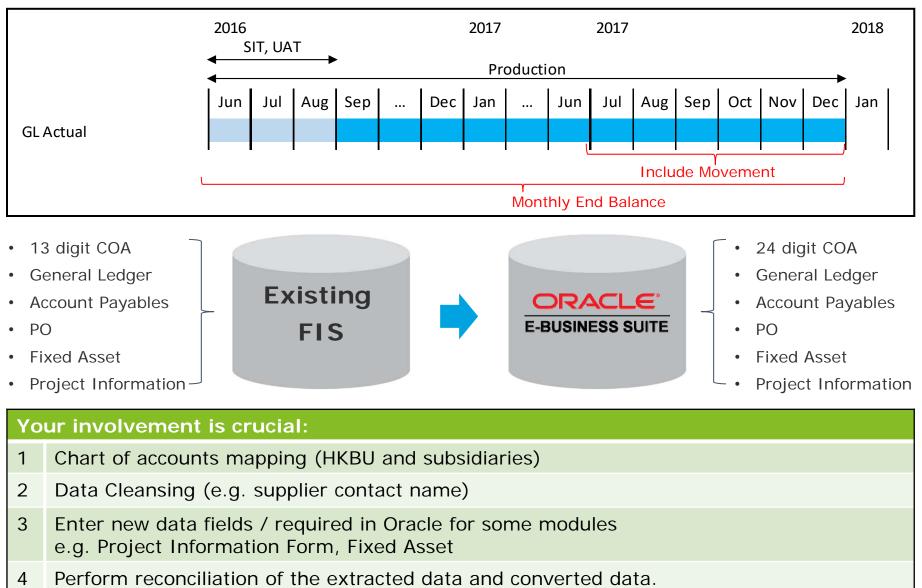
Interfaces with Retained Modules and Oracle



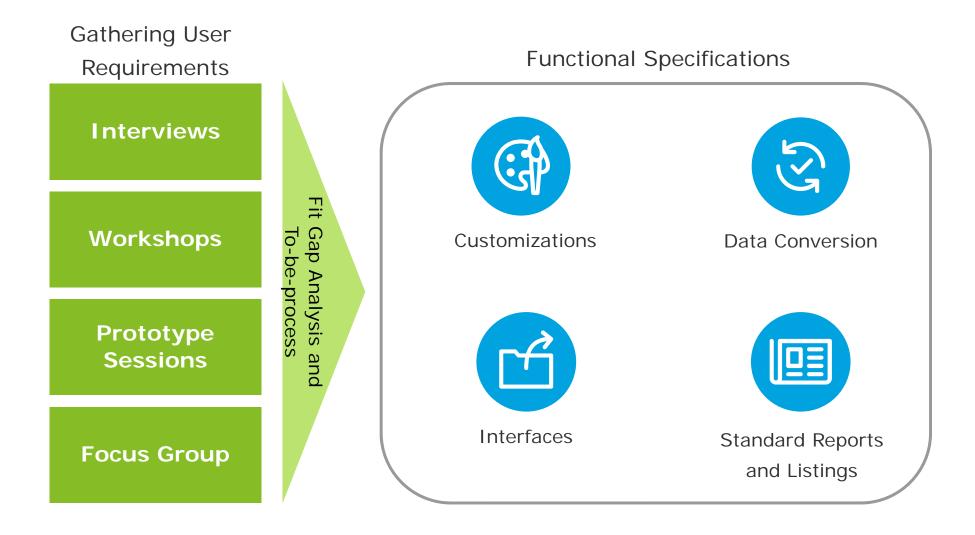
Tentative 2 times per day for interface UAT: Sept to Nov 2017

What's Next?

Data Conversion

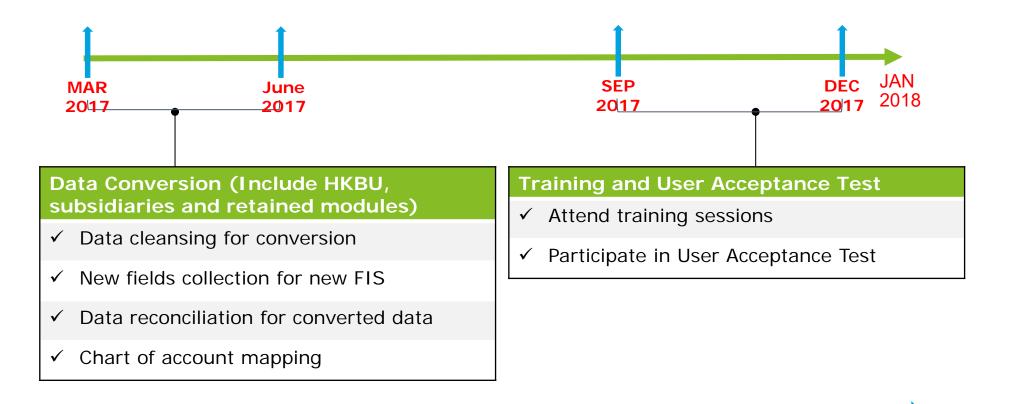


Functional Specifications



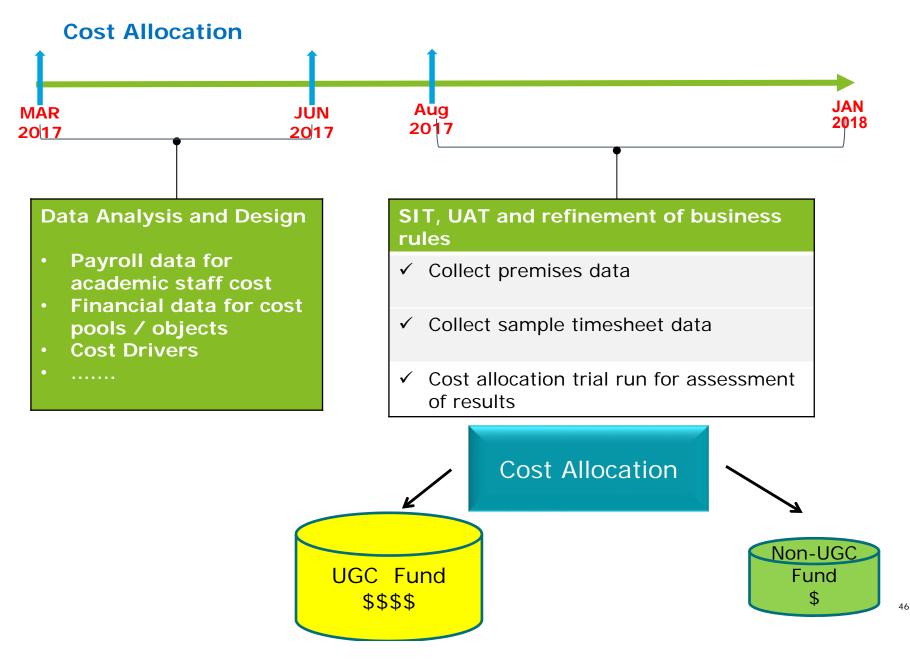
Your involvement to New FIS

Oracle EBS



Report Requirements

Your involvement to CAG



Questions?

Communication Throughout the FIS Project



Focus Groups



Newsletters



Town Hall Meeting



Project Website

http://fohome.hkbu.edu.hk/hkbufopr oj/index.htm



Training



Project Mailbox

攜 手 迎 挑 戰邁 步 齊 向 前

We need your Support & Cooperation

