The New Financial Information System (FIS) – Marching Towards a New Era

Welcome to the fourth issue of our newsletter. We are pleased to share with you the latest project progress, together with some highlights on our communication activities in the last 3 months and our future plan.
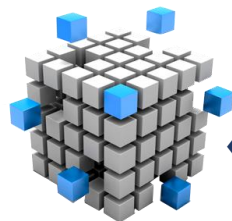
Project Progress

Successful Completion of System Integration Test

- System Integration Test (SIT) on the new FIS using Oracle E-business Suite (Oracle) and the enhanced Retained Modules has been completed successfully by Deloitte, Office of Information Technology (ITO) and other system owners.
- Through close collaboration between the project team, business users, ITO and Deloitte, transaction data and balances have been extracted from the existing FIS and loaded to the new Oracle FIS for SIT and User Acceptance Test (UAT).
- The project team will perform data cleansing / transformation in the next few months which involves significant efforts to ensure data integrity and completeness.

Smooth Progress of Framework Design for Cost Allocation Guidelines (CAG)

- With great support from Estates Office (EO) and academic faculties / administrative departments, space inventory data including floor areas and room usage of the University was verified and uploaded to the Spatial Information Management System (SIMS).
- UAT for the Venues and Facilities Booking System (VFBS) is in progress by EO, Finance Office (FO) and academic faculties / departments. We are deeply grateful for the continued support and contributions of all parties concerned.
- To ascertain the potential implications of adopting the CAG, simulations on the overhead charging rates have been performed based on the latest financial data. Preliminary results show that such charging rates would need to be increased.

User Communication Activities

Town Hall Briefings and Demonstration Sessions

- Town hall briefings and demonstration sessions, sharing the key features on the financial and e-procurement workflow for capital projects were arranged for key users of FO and EO in August 2017.
- The progressive training aims to promote better understanding of users on the new FIS and prepare for a smooth transition when the new FIS is rolled out.

User Acceptance Test - Orientation and Training for Testers

♦ An orientation and 18 half-day interactive training / briefing sessions were conducted in late August 2017 for UAT testers from FO and the Accounts and Purchasing Section of the School of Continuing Education (SCE).

♦ This 2-week orientation helped the testers understand the UAT process and upgraded the testers' system knowledge and skills to perform the UAT.
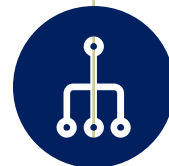
What's Next?

User Acceptance Test

♦ UAT is an essential part of the new FIS implementation. UAT provides an opportunity for user representatives to ensure that the new FIS is working properly according to the approved functional design and specifications as well as getting users familiar with new workflows, system features, functionalities, screens and user interfaces.

♦ There will be three UAT cycles starting from September 2017. The first cycle will be tested by FO and SCE. Staff nominations will be invited from faculties and administrative departments to participate in the UAT on procurement e-workflow and related functions in the second cycle starting in early November 2017.

♦ To facilitate UAT on the new Timesheet System, academic / teaching staff to be nominated by the Deans will help in the trial run and UAT on the system in mid October 2017. Hands-on training will be provided prior to UAT.

Preparing for Rollout and Transition

♦ We are planning to gather production data on user accounts, access rights and relevant security set up rules from faculties / departments by October 2017.

♦ A rollout plan which outlines the transitional and changeover arrangements from the old to new FIS will be announced to relevant parties in November 2017 for better preparation of the rollout activities and timeline.

♦ A series of interactive training sessions will be conducted in the last quarter of 2017 prior to the launch of the new FIS in early 2018.

YOUR QUESTIONS / FEEDBACKS ARE WELCOME

Project materials and contact list are available on the project website at (http://fohome.hkbu.edu.hk/internal/hkbufoproj/index.htm)

We welcome your feedbacks, comments and questions on the project. Please email them to our designated project email address (fosys@hkbu.edu.hk) or contact our project team members directly.

We will share the latest developments with you in the next newsletter. Once again, we are deeply grateful for your opinions and kind support.

攜 手 迎 挑 戰 · 邁 步 齊 向 前
We need your Support & Cooperation