



**A Message from Martha Garland, Vice Provost and Dean
Office of Enrollment Services and Undergraduate Education
SIS Project Sponsor**

Welcome to the May University Community Newsletter. The goal of this bi-monthly newsletter is to provide the university community with project updates and information of interest regarding the SIS project. If you have questions about the project and/or are interested in receiving information about a particular topic, we want to hear from you! Please send your inquiries to: sis@osu.edu.

**The SIS Project:
Preliminary Data Integrity Testing with PeopleSoft 8.9 has
been completed**

One of the major goals of the Student Information System Project during the month of April was to evaluate the control values that had been established for the PS 8.9 Academic Structure and functional modules during the Fit/Gap and Design phases. The most effective way to validate these control table values is by creating a controlled testing environment whereby data elements can be checked to make sure the new SIS has been constructed to facilitate cross-module integration. It is extremely important that this testing is conducted before the Development phase where actual system designs are prepared for implementation into the new system.

As a result, the project teams spent the last two weeks in April conducting this very important testing. The test was done using our new PS 8.9 Academic Structure setup, but did not include OSU modifications at this time. Each campus module decided what data elements and processes would be tested. When possible, the Application Development team mimicked OSU customizations in order to gain a better understanding of how our modifications will be affected by the current table set up. Additionally, integration points between all modules were also tested. I am happy to report that the testing is complete, paving the way for the beginning of the Development phase in mid-June where the actual building-out of these validated tables will occur.

BUILDING AN INTEGRATED SYSTEM REQUIRES A TEAM EFFORT!

One of the most critical factors to consider when implementing a software upgrade as far reaching as the new SIS is "Should we modify the software to meet our current business processes or should we adapt our business processes to work with the upgraded software"? Technical modifications to any software system need careful consideration because they generally affect other features of the software. So when one modification is made, there will likely be more to follow. Our goal when planning the SIS project was to keep technical modifications to a minimum. During the Fit/Gap phase last Fall, the project teams conducted 1,234 individual analysis sessions and emerged with recommendations for 191 technical



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modifications and 78 business process changes. All recommendations were approved by advisory groups comprised of experts from all the business sponsor areas. While 191 technical modifications sounds like a large number, when compared to other institutions who have implemented similar systems, OSU's technical modifications will be minimal.

Working as a team to design and build the new SIS is essential to the process. To date, there are approximately 190 members that comprise the SIS project teams. To give you a better perspective on the scope of this project, here is a listing of each project team and a description of their work function:

APPLICATION DEVELOPMENT	Business Application Team responsibilities include: -Planning and executing functional/module activities. -Designing, developing and testing the system.
BUSINESS PROCESS RE-ENGINEERING	Business Process Re-engineering Team responsibilities include: -Developing Business Process Maps for the new system. -Defining new organizational structure with position relationships for sponsor areas. -Mapping of old roles to new roles.
INTEGRATION/CONVERSION/BATCH REPORTING	Integration Team responsibilities include: -Coordinating technical infrastructure. -Managing conversion. -Scheduling processes.
OPERATIONS	Technical Operations Team responsibilities include: -Supporting hardware and databases. -Managing security. -Planning and executing the move to production.
CHANGE MANAGEMENT	Change Management Team responsibilities include: -Managing Project communications. -Coordinating and developing system training.
QUALITY ASSURANCE	Quality Assurance Team responsibilities include: -Effective and timely execution of work plans. -Auditing quality controls. -Evaluating appropriate management of time, costs, risks, etc.
ADVISORY GROUPS	Advisory Group Teams responsibilities include: -Reviewing technical and functional recommendations. -Identifying business process issues. -Participating in business process re-engineering.

KNOW YOUR SIS TERMINOLOGY -

Because the PeopleSoft system uses specific terminology to describe certain system features, in each newsletter, we will be introducing you to some of the terms you can expect to hear and see in the coming months.

What is Academic Structure?	The Academic Structure is the foundation upon which OSU careers, programs and plans are built. The Academic Structure also ties the academic organization to the financial organization of the university. A more detailed report on Academic Structure will be featured in the next newsletter.
What happened during Fit/Gap?	A detailed analysis of PeopleSoft 8.9 was conducted to determine where the system "fits" the university's current processes and developing recommendations for overcoming any "gaps" in system functionality.
What is a Project Team	A document detailing "a gap between current student systems and PeopleSoft processes", the proposed solution and any risks and/or

Recommendation or PTR?	assumptions involved. These documents are written by the project teams and presented to Advisory Groups for their review.
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IN THE NEXT NEWSLETTER:

Our next newsletter, which will be distributed in July and will contain updates about the project.

Upcoming topics include:

-More about the Academic Structure of the new SIS.

-Who is your "go to" person for SIS project information?

COMMUNICATING UPDATES - EMAIL YOUR TOPIC IDEAS!

Over the coming months and years, we will be communicating project updates to you primarily through this bi-monthly newsletter. What topics would you like to see featured in this newsletter? Do you have a question we can address? Did you find this newsletter helpful? Not helpful? Please let us know your thoughts. We welcome your participation in helping to shape the content of this newsletter. Please send your ideas, comments and/or questions to the Change Management Project Team at sis@osu.edu.

In between newsletters, you can obtain monthly project updates by visiting the SIS web site at:

http://oaa.osu.edu/sis/monthly_update.html

FOR A MORE DETAILED OVERVIEW ABOUT THE SIS PROJECT, VISIT THE "FREQUENTLY ASKED QUESTIONS" PAGE ON THE SIS WEB SITE AT:

<http://oaa.osu.edu/sis/faq.html>

THE SIS PROJECT: MOVING FORWARD TO MEET OUR FUTURE!