



WyoCloud Town-Hall

April 25th, 2017

The Future with WyoCloud

President Laurie Nichols

A Realistic Approach to Surviving Change

Jeanne Durr

Countdown to WyoCloud

Jen Chavez

Security & Training: Preparing for WyoCloud

Jen Chavez

Future WyoCloud Communications

Jen Chavez



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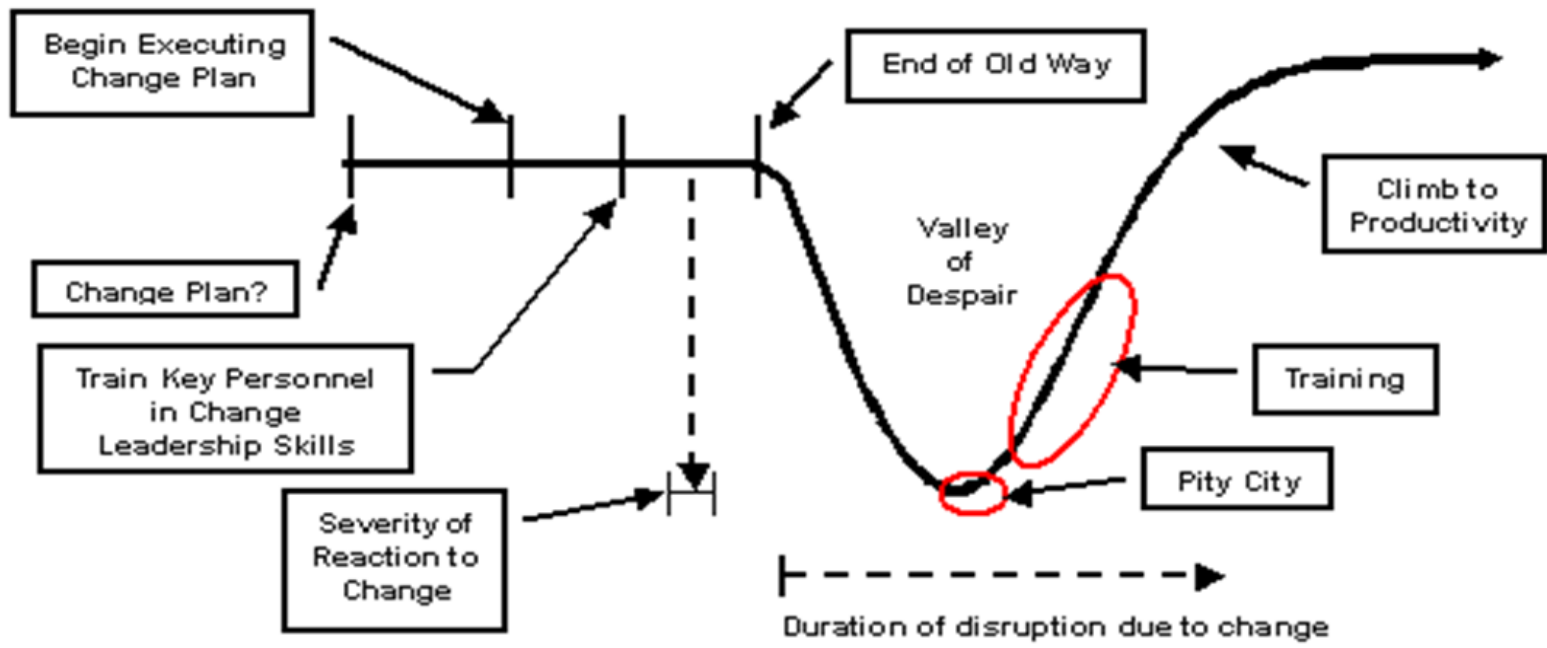
Future WyoCloud Communications

Jen Chavez

The Eight Step Change Process



The Reality: The Valley (Pit) of Despair



◆ Bridges, Enhancements From Val Larson 2002
◆ iSixSigma LLC 2002

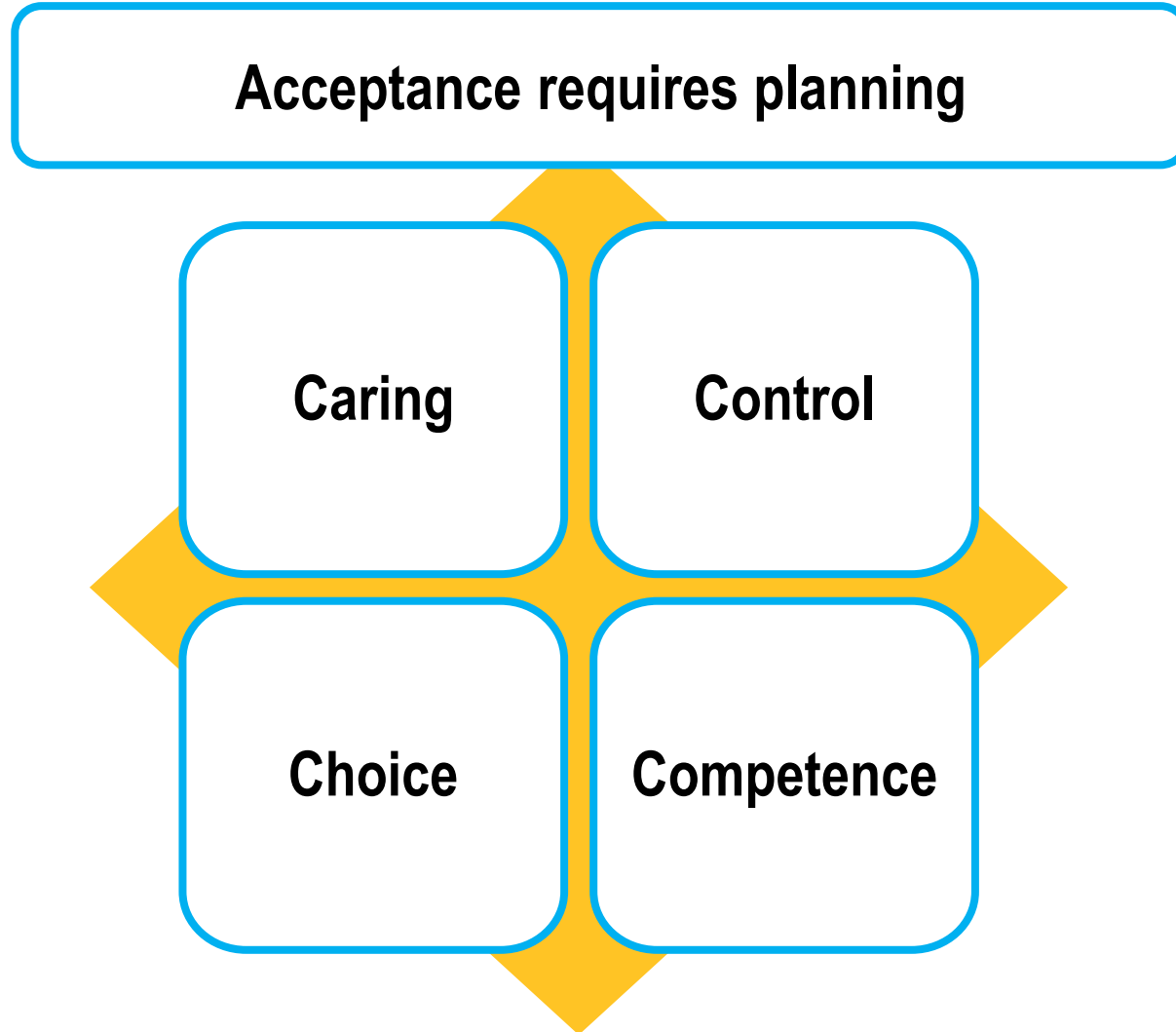
Want someone to accept change?

- First understand why someone may resist

Change is an emotional experience

Change always means loss

- Safety & Security
- Relationships
- Competence
- Mission & Purpose

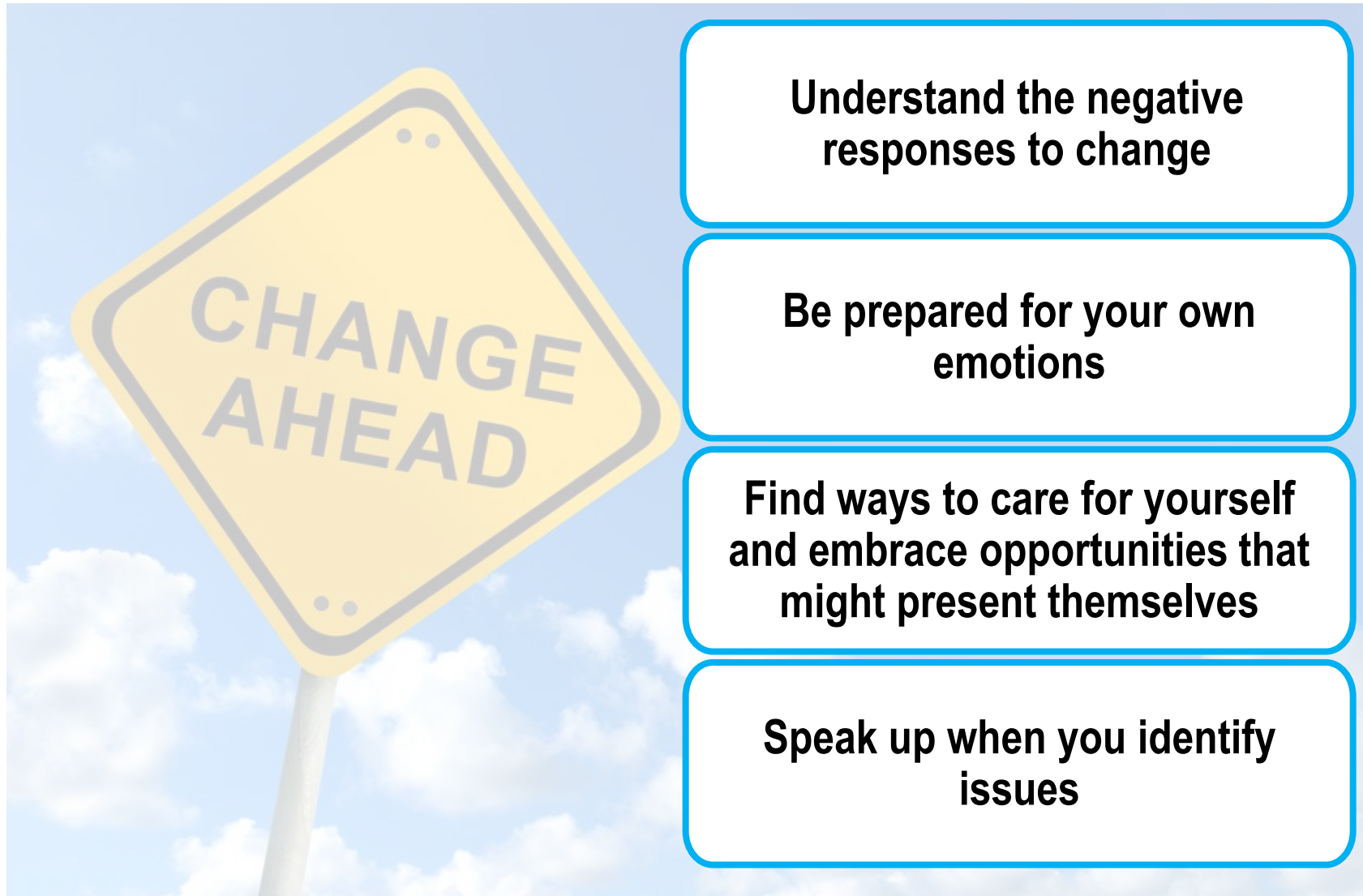


Factors that increase resistance

- Important expectations about the future won't be met
- Management is not trusted
- People don't understand the reason for change
- There is a long period of uncertainty about what is going to happen
- Change is going to impact me more than others
- Many changes are happening at the same time
- Change has been ongoing, with little let-up



So What Does it Mean for Me?



Ideas?

Questions?

Comments?

Concerns?

Remember, we're not the first group to experience this type of change, and we won't be the last!



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Changing with WyoCloud

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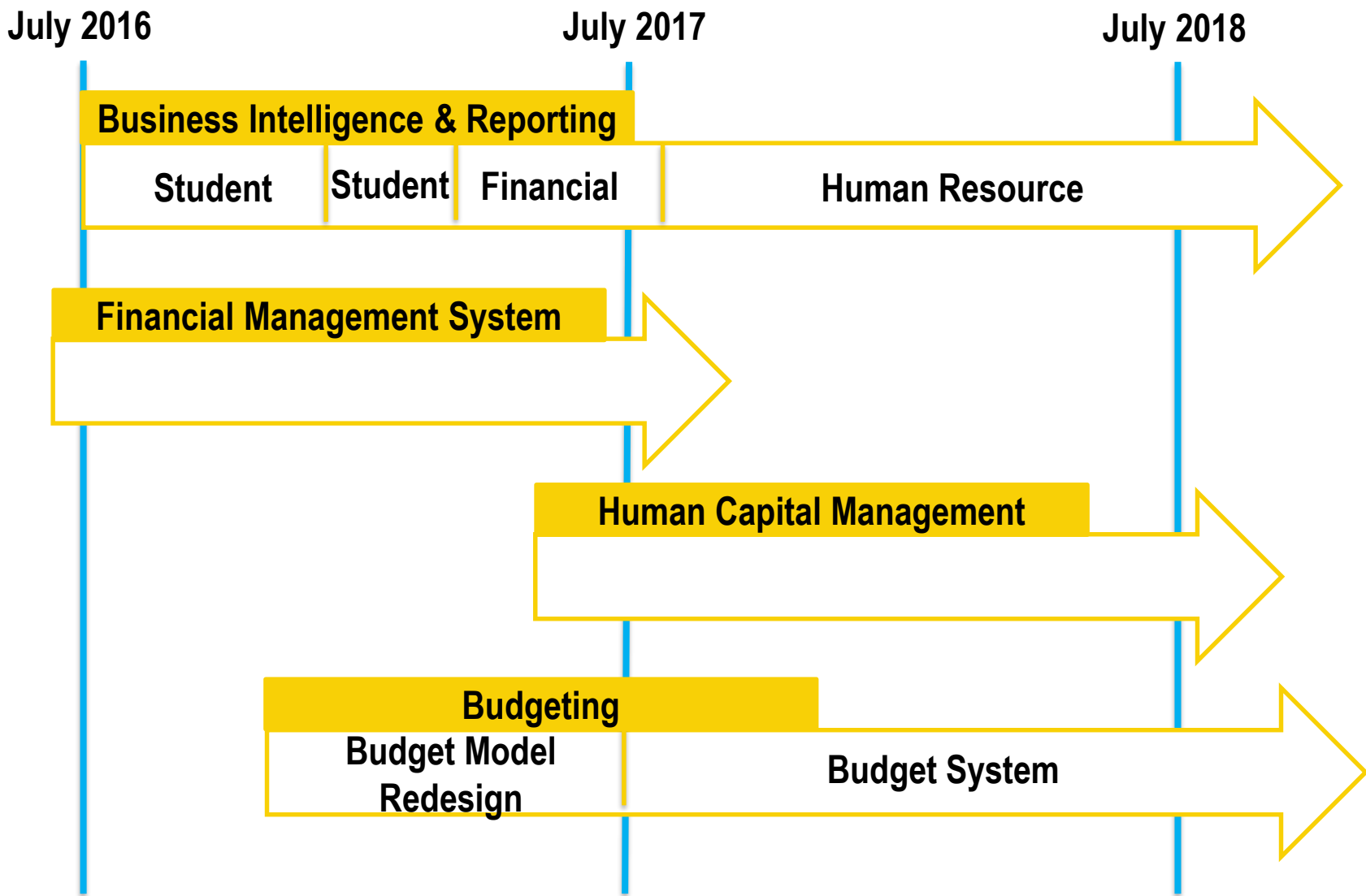
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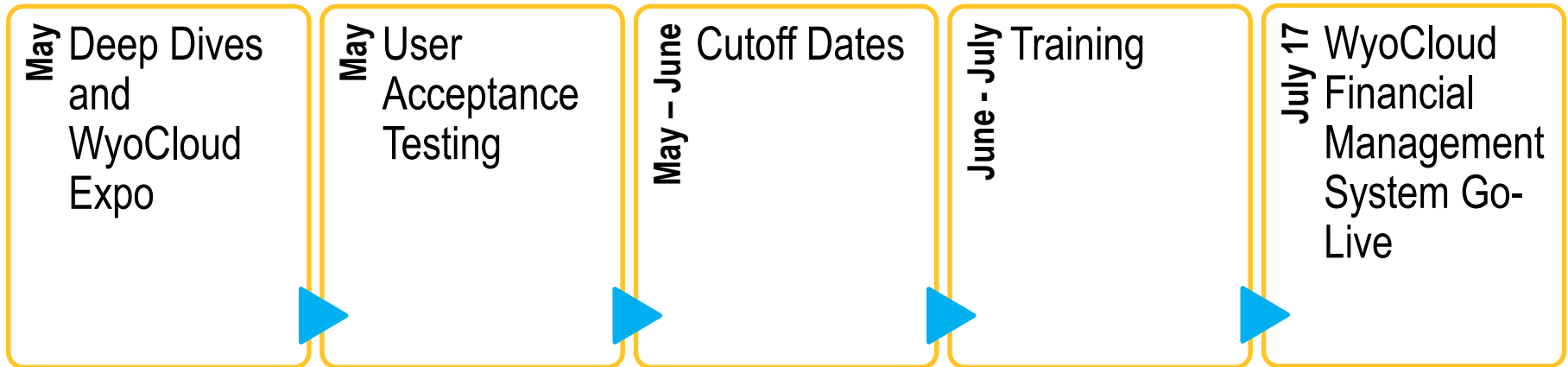
Jen Chavez

WyoCloud Timeline

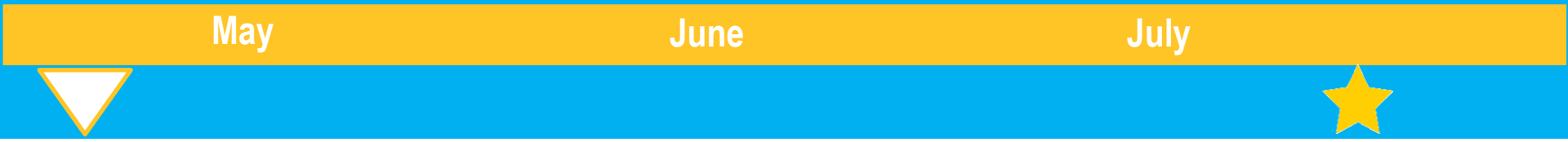


Countdown to WyoCloud Financial Management

WyoCloud Financial Management will be released to UW on Monday, July 17th which means we have **84 days** to prepare.



Today Go-Live



Countdown to WyoCloud: May - June

Cutoff Dates

May - June

Item	Cutoff Date	Details
Awards/Projects	5/30/17	Leverage pre-award process by May cutoff date to setup projects and awards
Suppliers	5/31/17	Exception if new suppliers are required for the last check run
Customers/Sponsors	5/31/17	
Sponsored Project Billing	6/15/17	Final bills and draw downs for expenses thru May 31 st , 2017 should be processed by June 15 th , 2017
General Ledger	6/23/17	Corrections for May need to be completed by June 23 rd , 2017
Accounts Payable Last Check Run	6/27/17	

Go-Live



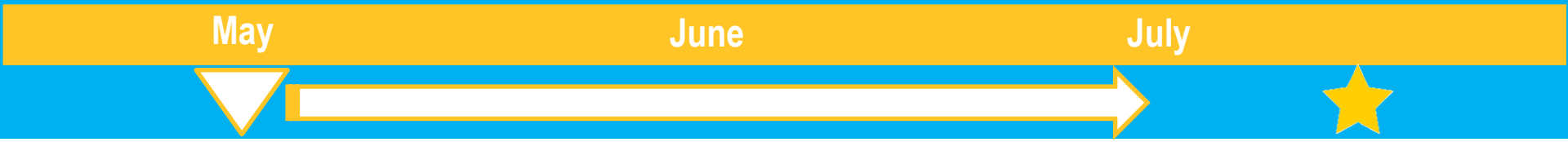
Countdown to WyoCloud: May - June

Cutoff Dates

May - June

Item	Cutoff Date	Details
Fixed Assets	6/27/17	
Purchase Orders	6/28/17	Includes POs and change orders
Procurement Card	6/30/17	All purchases from June 1 st through June 16 th should be reconciled by June 20 th . If there are any items unreconciled (for purchases through June 16 th) on June 21 st , your defaults will be used and automatically charged.
Employees	6/30/17	Allows all employees to be paid by June 30, 2017

Go-Live



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WyoCloud Security Approach

With WyoCloud, UW is transitioning to a more open and transparent security approach. This approach helps to bring more consistency across our business practices.

- Giving the departments and colleges the latitude to determine how best to divide job duties within their organization
- Providing more flexibility to allow for cross training
- Facilitating an easier transition when someone transfers or a department is restructured



WyoCloud Security Approach

Training will be required for WyoCloud due to the open security approach. All Employees will have access to submit expense reports and make purchases.

**Fiscal
Responsibilities**

Users across campus who have fiscal responsibilities will be given the same elevated privileges with additional training

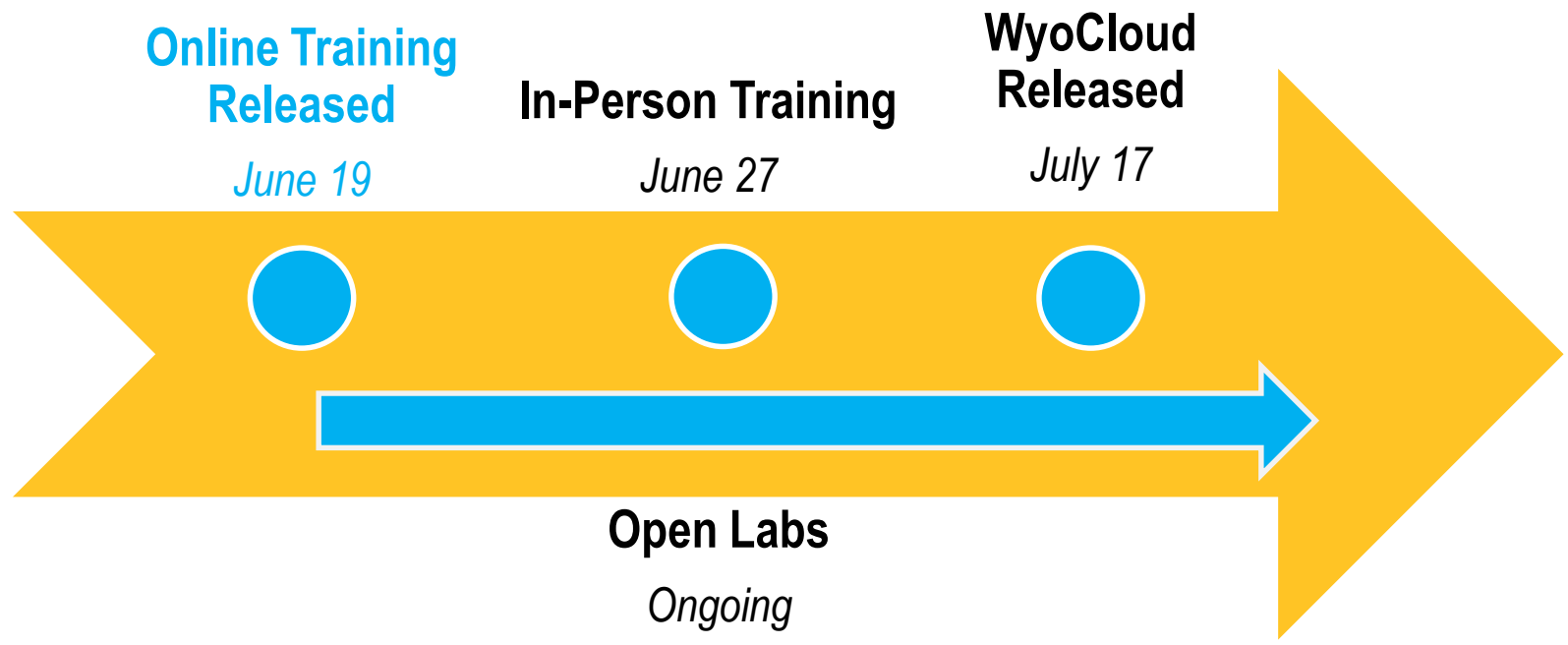
**Expense Reports and
Requisitions**

All UW employees will be required to complete training on *Basic Navigation* and *Expense Reports*. *Creating Requisitions* is optional but encouraged.

Training: Preparing for WyoCloud

WyoCloud is following a Just-in-Time training approach.



Just-in-Time means users will be trained close to the release of the replacement system on July 17.



Online Training Courses

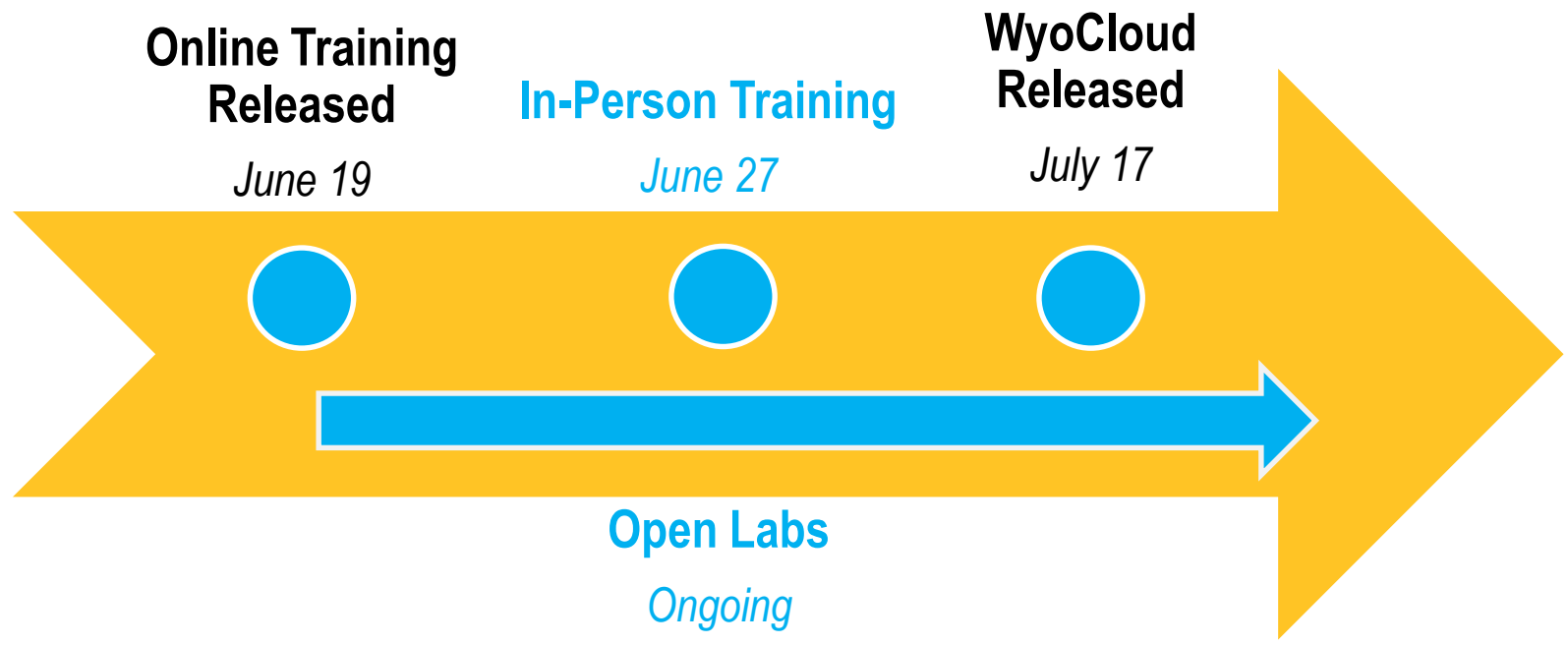
Online Training will be offered for the following topics by role. Only the Basic Navigation and Entering an Expense Report courses will be required for system access for all users.

June 19 – 26

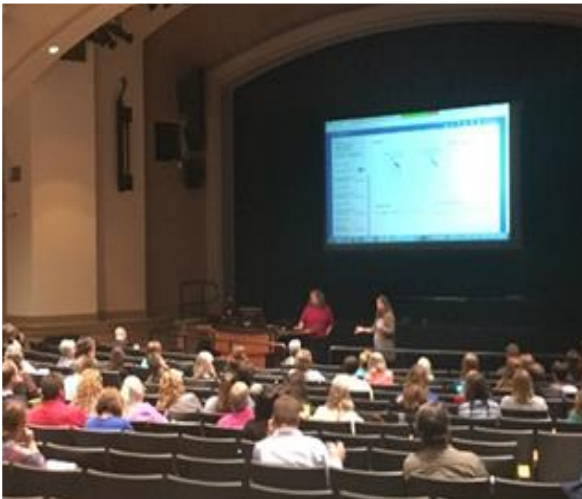
Required for All	Recommended for All	Dependent on Role
<ul style="list-style-type: none"> ▪ Basic Navigation ▪ Entering an Expense Report 	<ul style="list-style-type: none"> ▪ Creating a Requisition 	<ul style="list-style-type: none"> ▪ Modifying a Requisition ▪ Managing Expense Report ▪ Approvals ▪ Entering Encumbrances Manual ▪ Journals ▪ Processing PO Invoices ▪ Managing Requisition Approvals ▪ Self Service and Reporting ▪ Creating Spreadsheets for Journal Entries ▪ Cash Advance ▪ Receiving Goods/Services ▪ Managing Supplier Returns ▪ Creating a Supplier Agreement ▪ Creating an Agreement Contract ▪ Processing Non-PO Invoices

Training: Preparing for WyoCloud

WyoCloud is following a Just-in-Time training approach.
Just-in-Time means users will be trained close to the release of the replacement system on July 17.



The WyoCloud team knows that campus wants to see the system and learn how to use WyoCloud as soon as possible. Before training, there are many events for you to become familiar with the system.



Deep Dive Sessions

May - June



WyoCloud Expo

May 31st

Deep Dive Sessions

Upcoming

- **Expense: Reimbursements, Cash Advances, and Payment Requests – May 3**
- **Procurement: Requisitions and Contracts – May 11**
- **PPM Grants: Charging expense and requisitions to projects – May 17**
- **General Accounting: Interdepartmental transfers, General Ledger, and journal entries – May 24**
- **Fiscal Year End: What does UW look like July 1? – June**

Go-Live



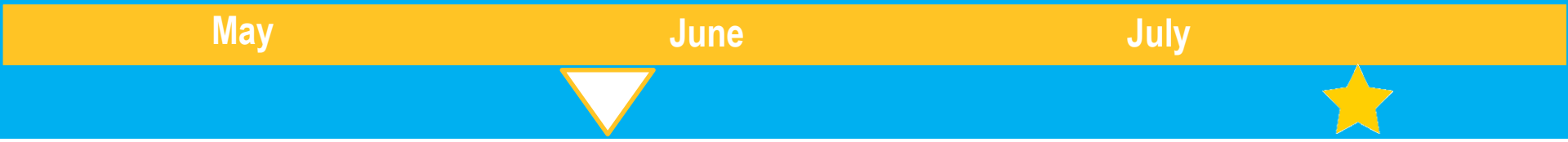
WyoCloud Expo in the Central Ballroom

May 31

- All-Day user Experience
- Kiosks set around the room with functional area experts
- Hands-on walkthroughs on laptops and information about each functional area (Expense reimbursements, creating requisitions, grants management, etc.)
- **PRIZES!**



Go-Live



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Check out WyoCloud updates and information around campus

WyoCloud COMING SOON JULY 2017

Why A Cloud?

You mean WyoCloud, the next step for the University of Wyoming in modernizing processes and data

For more information, visit www.uwyo.edu/wyocloud/

Questions? Email wyocloud@uwyo.edu

Find us: @WyoCloud

WyoCloud

CHART OF ACCOUNTS

"What's Changing?"

The University of Wyoming is revising its Chart of Accounts with the implementation of WyoCloud this July 2017! What exactly is changing?

Current State

- PISTOL does not provide enough detail for some departments on campus
- "Shadow" Chart of Accounts (e.g. Peachtree, MS Excel, Sage 50, QuickBooks)
- Misalignment with organizational structures maintained within other technology systems (e.g., HCM, Banner Student, Foundation, etc.)

Future State with WyoCloud

- A new Chart of Accounts structure with eight General Ledger chart segments
- Utilization of project accounting functionality to track sponsored grants, research funds, and capital projects

Account	Chart Segment Definition	Chart Segment Example
Entity	Identify the major operations and within the business unit	University of Wyoming
Account	Categorize the nature of the transaction in a specific type of revenue, expense, asset, liability, or fund balance	Tutorial Domestic Aid
Fund Class	Define the overall spending category or class of fund and sector	Unrestricted Operating
Fund Source	Track spending methodologies and designations and to categorize the number for general accounting	Unrestricted Operating
Organization	Map across the academic, administrative, or auxiliary unit and organizational or functional structure	Management & Marketing
Exp Class	Designates the program of the transaction as it applies to general, special, and other account types, organizations	Instruction
Program	Associate line items with the individual unit of operating or state campus location activities	MSA Program
Activity	Identify operations or management functions and activities that are more than associated with departments	Guest Speaker 1

For more information on the new Chart of Accounts and WyoCloud, you can:

- 1) Visit our website at <http://www.uwyo.edu/wyocloud/chart-of-accounts/>
- 2) Email our team at wyocloud@uwyo.edu
- 3) Follow us on social media @WyoCloud

WyoCloud

Town-Hall

Hosted By
President Laurie Nichols

When: Tuesday, April 25th 1-3pm

Where: Arts and Sciences Auditorium

Will be streamed through
WwoCast

Link on the WwoCloud Website

For more information, visit www.uwyo.edu/wyocloud/

Questions? Email wwocloud@uwyo.edu

Find us: @WwoCloud

The WyoCloud team is frequently updating the WyoCloud website with new information.

🏠 WYO CLOUD HOME

MENU
ABOUT WYO CLOUD
BUSINESS INTELLIGENCE STUDENT REPORTING
CHART OF ACCOUNTS & BUDGETING
FINANCIAL MANAGEMENT SYSTEM
CHANGE AGENTS
FAQ
TRAINING
COMMUNICATIONS
CONTACT



***Check out the new
Frequently Asked
Questions and Training
pages!***

Upcoming Communications

With the WyoCloud training and system being released over summer when many faculty and staff are away from campus or on vacation, we are working on communications to keep everyone included and informed.



May

Email of instructions to go out before close of semester and faculty focus group formed



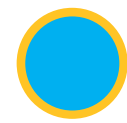
June

Online Training accessible and targeted fiscal year cutoff communications



July

On-going communications about WyoCloud release and quick reference guides available



August

Optional In-Person Training and Open Labs for returning faculty



If you want to continue to prepare yourself for WyoCloud, we have opportunities for you to learn more leading up to WyoCloud's release.

Managing Organizational Change and Resistance feat. Dr. Nicholas Prince

Wednesday, April 26th, 2017 1:00 – 2:00 pm
Education Auditorium (Education Building Room 55)

WyoCloud Deep Dives

Expense: Reimbursements, Cash Advances, and Payment Requests

Wednesday, May 3rd, 2017 1:00 – 2:30 pm
College of Agriculture Auditorium

Procurement: Requisitions and Contracts

Thursday, May 11th, 2017 10:00 – 11:30 am
Classroom Building 129

Deep Dives

PPM Grants: Charging expense and requisitions to projects

Wednesday, May 17th, 2017 1:00 – 2:30 pm

College of Agriculture Auditorium

General Accounting: Interdepartmental transfers, General Ledger, and journal entries

Wednesday, May 24th, 2017 1:00 – 2:30 pm

College of Agriculture Auditorium

Fiscal Year End: What does UW look like July 1?

June - Location TBA

WyoCloud Forum feat. UW, Huron, & Oracle Leadership

Wednesday, May 17th, 2017 9:30 – 10:30 am

Location TBD

WyoCloud Financial Management System Discovery Expo

Wednesday, May 31st, 2017 All-Day

Wyoming Union Central Ballroom

June Change Agent Network Meeting

Wednesday, June 14th, 2017 2:30 – 4:30 pm

Education Auditorium (Education Building Room 55)



Questions?



WyoCloud Resources

HOME | FUTURE/CURRENT STUDENTS | PARENTS | ALUMNI | PEOPLE | WYOWEB | GIVE TO UW



A-Z DIRECTORY



APPLY NOW

UW Home WyoCloud

WYO CLOUD HOME

- MENU
- ABOUT WYO CLOUD
- BUSINESS INTELLIGENCE STUDENT REPORTING
- CHART OF ACCOUNTS
- FINANCE SYSTEM
- CHANGE AGENTS
- COMMUNICATIONS
- CONTACT

WYO CLOUD



Come to the WyoCloud Town-hall



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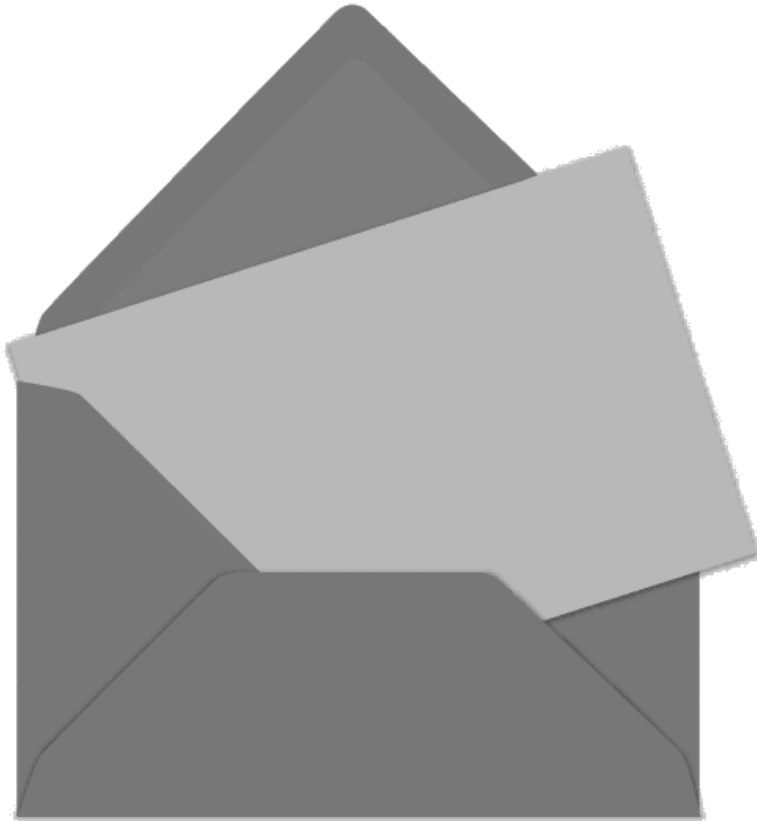
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wyocloud@uwyo.edu