



***EmpowHR* 9.0** **Upgrade Project** **Newsletter**

United States Department of Agriculture • Office of the Chief Financial Officer • National Finance Center

EmpowHR Enhancements

NFC is working diligently towards our June 2008 *EmpowHR* 9.0 Upgrade. We are also working on implementing an *EmpowHR* Software Release Schedule to more accurately and effectively serve our clients. We would like to communicate a timeline so you will be aware of what to expect between now and October 2008 with regard to changes to the *EmpowHR* application. We will have one more release in the current 8.8 environment scheduled for November 2007. Software Change Requests (SCR's) that are received after October 5, 2007, will not be considered for production implementation until after implementation of 9.0. These SCR's will be prioritized for implementation in future *EmpowHR* releases. The June 2008 9.0 Upgrade will not include any SCR updates.

The schedule at a glance:

November 1-30, 2007	Final 8.8 Release
November 30, 2008	<i>EmpowHR</i> Code Lock Down (no SCR's, Incident Reports (IR) only)
April 4, 2008	<i>EmpowHR</i> Code Lock Down (IR emergency changes)
June 1-30, 2008	<i>EmpowHR</i> 9.0 Upgrade
October 1-31, 2008	First 9.0 Release

NFC will be working with agencies to analyze remaining SCR's to determine those that can be eliminated as a result of the 9.0 Upgrade and those to be prioritized and implemented in future software releases.

Agency Specific Functionality in *EmpowHR* 8.8

Fit Gap Sessions are currently taking place on the various topics of the 9.0 Upgrade. To date we have completed the PAR/Position/Jobcode, Employee Self-Service (ESS) /Manager Self-Service (MSS), Payroll Documents, and ePerformance sessions. We are approaching the session scheduled for October 23-24, 2007, on Agency Specific Functionality. This session was intended to cover Version 8.8 agency specific functionality that would either be carried through to 9.0 or eliminated by new 9.0 functionality.

During the course of the completed sessions, much of the agency specific functionality has already been addressed. These discussions have concluded that most of these functionalities will be provided in 9.0 for all customers and will no longer be agency specific. However, we understand that the use of these functions would remain as an option for each department.

In order to ensure that we don't overlook any agency specific functionality and effectively use our time in the October session, we are asking that each department provide us with a list of agency specific functionality that you would like to have addressed during the upcoming session. These topics should be submitted to billy.dantagnan@usda.gov. Please be aware that this session will not address enhancements submitted via Software Change Requests (SCR's); only current production functionality for 9.0 Upgrade consideration. Based on your responses, the duration of the session may be adjusted.

Frequently Asked Questions (Version 2)

Question: What is the 9.0 functionality called "Where's The Transaction"?

Answer: The function "Where's the Transaction" will allow Managers, using Manager Self Service, to check the status of a submitted transaction.

Question: Will 9.0 offer a complete performance solution?

Answer: The ePerformance module in 9.0 will provide a method for creating performance standards, communicating progress reviews and final rating with employees, and routing for approval/disapproval.

Attention Fit Gap Session Attendees

Due to information we have gathered in the fit gap sessions thus far, we have determined that we do not need the scheduled three-day Fit Gap Session on Security. Therefore it was postponed and will be included as part of the agency specific session scheduled for October 23-25, 2007.

Please inform your staff who had planned to attend this session of this development.

We recognize the sacrifice and appreciate your attendance of the sessions as well as your continued support of our 9.0 Upgrade effort.

Remaining Fit Gap Schedule

Dates	Session Topic
10/23/07	Security
10/24/07	Agency Specific Functionality
11/26 - 12/14/07	Design Acceptance - Client Agency Review - This is not an actual session. It represents a time set aside in the project for review of the 9.0 design and user acceptance of the design. If any meetings are necessary during this time, they will be scheduled.