

THE FBMS EXPRESS

OCTOBER 2006
THE FINANCIAL AND BUSINESS MANAGEMENT SYSTEM (FBMS)

INSIDE THIS ISSUE:

THE BOTTOM LINE	1
D2 TRAINING SNEAK PREVIEW	1
GO-LIVE PREPARATIONS	2
FBMS EMPLOYEE SPOTLIGHT	2
FBMS GO-LIVE TRIVIA	2



FBMS EVENTS AND MILESTONES:

- User Acceptance Testing starts October 16th
- Washington DC Town Hall scheduled for October 24th
- Production Readiness Review (PRR) is scheduled for October 27th

THE BOTTOM LINE

By David Shearer
FBMS Project Director

As we advance towards the November Deployment 2 "go-live" date, the FBMS team has been working hard to make all the necessary final preparations. "Go-live" refers to the moment in time when the FBMS system will become operational. There are three ways in which the team is preparing for go-live; the team is ensuring that the system, the data and the people involved are all ready for the transition to FBMS.

System readiness is verified through extensive testing. User Acceptance Testing (UAT) begins on October 16th. This round of testing allows future D2 FBMS users to preview and

test their new financial system to make sure that it meets their business requirements. FBMS testers have also been performing "volume and stress" testing to ensure that FBMS can handle the maximum amount of user activity.

Finally, testers are performing "cutover tests" to validate the integrity of processes for moving data into FBMS. As tests are performed, developers are refining the system and addressing any outstanding items before go-live.

A critical aspect of our deployment strategy is preparing D2 bureau employees for the transition. One of the primary ways the team is preparing employees is through providing FBMS training. In preparation for

training, the FBMS training team conducted a "Train-the-Trainer" pilot during the first week of October. You can read more about the training pilot and training plans in this issue of the FBMS Express. I would like to thank Karen Selleck for all of her hard work in managing and coordinating FBMS training. I also would like to thank you for your continued interest in this important project. The anticipation is building as we approach the November go-live date. An extraordinary amount of hard work and cooperation has brought us to this stage in the project.

Please stay tuned to the newsletter and the FBMS website as we draw closer to the November D2 go-live!

FBMS TRAINING SNEAK PREVIEW

The FBMS D2 Training Pilot took place during the first week of October in Denver, CO. During these "demo" training sessions, DOI employees who will soon be conducting FBMS training of their own, were trained in using the new system. The sessions also provided the FBMS training team with a chance to receive feedback on their training materials.

FBMS training involves explaining SAP financial terminology, providing business process information and describing how information flows through the FBMS system. There are system demonstrations as well as exercises to provide students with hands-on experience in using the system.

The first type of training that

end-users will receive is online training. This training includes an "FBMS Basic Navigation" course which covers the structure of FBMS and navigation within the screens. The other online classes users are required to take are "FBMS Rules of Behavior" and "FBMS Security." These three training classes are pre-requisites which

(Continued on page 2)

We're on the web!

<http://www.doi.gov/fbms>

**FBMS
DEPARTMENT OF THE INTERIOR**

must be completed before end-users can receive FBMS functional area training specific to their job role.

All functional area training for Deployment 2 will be classroom based and instructor led. In addition to receiving training manuals, FBMS end-users will also have the benefit of an extensive on-line help developed by the FBMS training team. The on-line help includes information on the steps required to execute business processes as well as specific transaction level information.

Classroom training begins on October 30th and will continue thru mid-December. Employees from D2 bureaus will be informed of their scheduled training dates through e-mail.

GO-LIVE PREPARATIONS

While future D2 end-users are preparing for the new financial system, the FBMS team is conducting Final Preparation activities before the big November go-live date. These preparatory activities include the following:

- 1) **"Cutover" preparation and execution** – Cutover is the process of transitioning from the old, legacy systems to FBMS. The team is working to execute the cutover plan, which describes all the tasks that need to be performed before the system goes live.
- 2) **Mock Conversion testing** – This testing validates all data conversion programs and processes. Mock conversion testing is intended to identify

any potential issues before the actual "Cutover Conversions" are performed.

- 3) **Stress testing**– Stress testing validates that FBMS can operate at full user capacity. In other words, these tests ensure that the system can handle all the user activity which could ever occur at any given time.

Once all these activities have been successfully executed and the system is fully validated, the team will be "all systems go" for a November D2 FBMS go-live!



EMPLOYEE SPOTLIGHT

Our September Spotlight Employee is Karen Selleck. Karen has been with DOI for approximately 25 years. During this time, she worked for NPS and MMS but now works for the Office of the Secretary. Karen has been instrumental in organizing and preparing for FBMS training. She has worked hard to identify and prepare bureau trainers as well as organize and schedule FBMS training.



FBMS TERMINOLOGY TRIVIA

- 1) The SAP term for a "collection of information" associated with any item or "object" in SAP. For instance, vendor master data could include vendor address and payment terms.
 - 2) The numerous computer systems being used by DOI, many of which will be replaced by FBMS.
 - 3) A Web-based, custom FBMS interface which grants user access based on job roles.
 - 4) The Financial and Business Management System environment where DOI's daily business will be conducted.
 - 5) This review evaluates the full, production-configured system to determine if it correctly and completely implements all system requirements. Once FBMS passes this review, the system will be ready for go-live.
 - 6) A bureau staff member with a functional business area designated to end-users with business process questions, data entry questions and other functional support.
 - 7) Evaluation of the Integrator's Plan - including scope, schedule and resources. (One will be underway soon for D3.)
- (See below margin for answers.)



FBMS Testers in Denver, CO

