
ARC Monthly Bulletin July 2016
Valuable information for ARC's customers

Article headlines appear below. Scroll down for full stories.

HEADLINES

General:

1. Update on new URLs

Franchise Services:

2. Association of Government Accountants Professional Development Conference
3. Fiscal Year 2017 Administrative Interagency Agreements

Human Resources Services:

4. Upgrade of webTA System

Financial Management Services:

5. Year-end Memorandum Distribution
6. Oracle Discoverer Viewer Virtual Training

Procurement Services:

7. PRISM Buyer Refresher Training

Human Resources Services:

8. Personnel Action Workflow System (PAWS)
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FULL STORIES

1. Update on new URLs

What are we doing?

The production instances of Oracle, Oracle Discoverer, and PRISM (shared environment and MINT) will have new URLs effective Saturday July 23, 2016.

System Unavailability

Due to this change, the production instances of Oracle, Discoverer, and PRISM will be unavailable from Friday, July 22, 2016, at 6:00pm EST until Sunday, July 24, 2016, at 6:00am EST.

How does this impact me?

The links used to access Oracle, Discoverer, and PRISM (both shared environment and MINT) will change. Customer Access Pages will be updated prior to Monday, July 25, 2016, to reflect the new links. We have asked your agency's point of contact to update any internal web page to your organization with the new links.

This change only affects the link used to access the Oracle, Discoverer, and PRISM Applications. User names, passwords, and Roles/Responsibilities will remain the same. The new links will be provided to all users the week of July 18th.

Users will need to update any Favorites or Shortcuts that reference the current production links with the new links once they are provided.

For additional information, contact Oracle Support Team at 304-480-8000, Option 3 or OracleSupportTeam@Fiscal.Treasury.Gov .

2. Association of Government Accountants Professional Development Conference

We will be participating as an exhibitor at the Association of Government Accountants Professional Development (AGA) Conference & Exposition in Anaheim, CA from July 17-20. This event always offers opportunities for us to personally interact with our current and potential customers. Details can be found on the AGA website at the following address <https://www.agacgfm.org/>.

For additional information, contact Michael Satterfield at 304-480-5527 or Michael.Satterfield@Fiscal.Treasury.Gov.

3. Fiscal Year 2017 Administrative Interagency Agreements

During the month of July, our Business Management Branch will be distributing FY 17 annual agreements involving administrative services (Financial Management, Procurement, Travel, and Human Resources). These agreements do not include Information Technology services. To ensure your agreement is processed in a timely manner, please return your signed agreement by COB August 31, 2016. If you have any questions or wish to discuss your agreement, please do not hesitate to contact your customer service representative. We look forward to another successful year helping your agency fulfill its mission.

For additional information, contact Michael Satterfield at 304-480-5527 or Michael.Satterfield@Fiscal.Treasury.Gov.

4. Upgrade of webTA System

We are finalizing the project schedule for the upgrade of webTA, our time and attendance system. This is a significant upgrade in terms of a new look and feel and additional functionality. New features include: automated e-mail reminders of unvalidated and uncertified timecards, employee self-service functionality for forgotten passwords and user IDs, automated e-mail notification two to three pay periods before time off awards and compensatory time expire and automatic removal of the expired hours, and new modules for telework administration, emergency contact management, and workers' compensation.

We plan to upgrade all customers in calendar year 2017. We look forward to working with our customers well in advance to ensure the upgrade goes as smoothly as possible. Given the nature of the changes, we anticipate providing some form of training to all employees. Therefore, we will be in touch with our customers in the next few weeks to discuss the project and develop a training plan.

For additional information, contact Diane Dawkins at 304-480-8268 or Diane.Dawkins@Fiscal.Treasury.Gov.

5. Year-end Memorandum Distribution

Throughout the month of July, accounting services personnel will prepare a year-end memorandum, which will identify the relevant activities that both ARC and your agency will need to perform to ensure an efficient year-end close. The information contained in the memo will include documents to be provided and dates for which they will be due. The memorandum will be placed on your ARC customer page (<https://arc.fiscal.treasury.gov/login/>) and be accessible by clicking on the “Year-end Close Memorandum” link under “Special Notices”. An ARC accounting contact will send an email to your office when the memorandum is available on your customer page.

For additional information, contact Damon Wren at 304-480-7166 or Damon.Wren@Fiscal.Treasury.Gov.

6. Oracle Discoverer Viewer Virtual Training

We will provide Oracle Discoverer Viewer refresher training to assist our customers in their efforts to effectively transition newly hired staff and meet other potential training needs. This training is provided to our customers at no additional charge. We will conduct virtual Discoverer training sessions July 26-27, 2016. All current Discoverer Viewer users will receive information, via email, about how to sign up for the virtual classes.

For additional information, contact Oracle Support at 304-480-8000 (Option 3) or OracleSupportTeam@Fiscal.Treasury.Gov.

7. PRISM Buyer Refresher Training

We will provide PRISM Buyer refresher training to assist our customers in their efforts to effectively transition newly hired staff and meet other potential training needs. This training is provided to our customers at no additional charge. We will conduct a PRISM Buyer refresher training session July 20, 2016 - July 21, 2016 and PRISM Requisition refresher training session July 22, 2016 in Washington, DC. All current PRISM Buyers and Requisitioners will receive information, via email, about how to sign up for the classes.

For additional information, contact PRISM Support at 304-480-8000 (Option 2) or PrismSupportTeam@Fiscal.Treasury.Gov.

8. Personnel Action Workflow System (PAWS)

Human Resources recently completed a 25 week long project to make system updates to our Personnel Action Workflow System (PAWS) that supports our Position Classification and Staffing areas. This effort was to improve the efficiency of the system and to provide better reporting. These final updates went into production on Wednesday, June 22nd.

Some changes that you may notice includes the elimination of "extra" emails to customers from the automated SOD process; new columns in the reports to give better visibility into the process; only emails with PII will be sent encrypted; updated subject lines in emails to understand action that is necessary. Other changes include ability to add JOA to a request after original is posted; and updates to reports for staffing activities.

For additional information, contact Carrie Sharp, Employment Services Division Director at Carrie.Sharp@Fiscal.Treasury.Gov, or Eric Dowler, the Project Manager of our PAWS enhancements, at Eric.Dowler@Fiscal.Treasury.Gov.

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