



# FMMI in the NEWS

Financial Management Modernization Initiative

Issue #13 - February 2010



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## FMMI Business Intelligence (BI) Go-Live

On February 1, 2010, the Departmental Management and Staff Offices (DMSO), including the Office of the Inspector General (OIG), and Foreign Agricultural Service (FAS) implemented the Financial Management Modernization Initiative (FMMI) Business Intelligence (BI) solution. The deployment brings USDA Agencies and Staff Offices which have already converted to the FMMI Core Financials (FMMI) solution into a single FMMI data warehouse platform.

As part of this release, reports were deployed in the following functional areas: Accounts Payable, Accounts Receivable, Cost Management, Funds Management, General Ledger, and Purchasing. This release also includes ad-hoc reporting capabilities and the detail payroll report. The Status of Funds Summary/Detail reports will be deployed by March 15.

As part of this deployment with DMSO, OIG and FAS, over 500 users have access to the BI functionality. The number of users of the BI solution will continue to increase with each new deployment of the FMMI financials solution.

Users are supported in their transition to FMMI BI with a number of tools that have been provided to complement their formal FMMI BI training.

- Users should reference Participant Guides received when attending training for a refresher and point of reference
- The FMMI website (<http://info.fmmi.usda.gov>) provides access to the list of currently available FMMI BI Reports and Glossaries, in addition to other reference material
- FMMI Online Help is a web-based tool that is integrated with the FMMI system and provides users with online documentation and specific help for both the FMMI core financial system and the BI solution

Agencies should continue working through their Functional Administrators or Agency Points of Contact to escalate issues related to the BI solution. Those individuals will continue to serve as liaisons between users and the Help Desk for any issues that need to be escalated for further investigation.

Once a Functional Administrator logs an issue with the Help Desk, the FMMI Operations and Maintenance (O&M) team works in conjunction with FMMI leadership to prioritize, triage and resolve escalated issues in order to provide timely responses to users. The O&M Team will also provide long term support for the FMMI BI solution although Agency/Staff Office Implementation teams will continue to serve as a source of information for the latest FMMI updates and messages.

The FMMI Core Team would like to thank all the Agency Implementation Team Members from DMSO, OIG and FAS for all their efforts in ensuring a smooth transition and start-up of the FMMI BI solution.

*Do you know how to get up to a 30 second quicker response time when using FMMI? Use the Desktop Configuration Guide! See Page 3 for More Info*

## D1.1 – 1.2 Agency Insight- REE and FSIS Update

On March 1, 2010, the Research, Education and Economic (REE) agencies, comprised of Agricultural Research Services (ARS), Economic Research Services (ERS), National Agricultural Statistics Service (NASS), and the National Institute of Food and Agriculture (NIFA) are targeted to go live with FMMI core financials and Business Intelligence capabilities. A month later, on April 1, 2010, Food Safety and Inspection Services (FSIS) is targeted to go live with FMMI. These deployments will transition the REE agencies and FSIS from the Foundation Financial Information System (FFIS) legacy system to the current FMMI solution.

Data conversion activities are in full force to confirm that legacy data from FFIS and designated feeder systems are converted. The validated data will be loaded for transfer into the FMMI system. FMMI Implementation Leads from the REE agencies, along with designated users, are actively involved in User Testing with the FMMI Core Team to validate agency data in the system and run through business processes to test functionality prior to Go-Live. These activities are ongoing for the month of February, up until March 1, 2010 for the REE Agencies' Deployment 1.1 Go-Live. User Testing will begin up again in March with FSIS users in preparation for their Deployment 1.2 Go-Live, on April 1, 2010.

The REE go-live will bring over 500 users into the FMMI system, and over 200 more users will be brought into the system from FSIS.

## FMMI Deployment 2 Kickoff and Activities

The *FMMI Deployment 2 Implementation* kick-off was conducted January 12 through 15, in Washington DC for Agency implementation team members. The Agencies going live with FMMI in Deployment 2 include Rural Development (RD), Risk Management Agency (RMA), Food and Nutrition Service (FNS), Farm Service Agency (FSA -Administrative Accounting), Marketing and Regulatory Program Agencies (MRP) of Agricultural Marketing Service (AMS), Animal and Plant Health Inspection Service (APHIS) and the Grain Inspection, Packers and Stockyards Administration (GIPSA). The FMMI Core Team provided the current project status, gave an overview of the FMMI corporate solution, and discussed overall deployment preparation activities and next steps for each agency. This kickoff also gave Agencies the opportunity to ask questions and discuss how the current FMMI solution will apply to their unique business practices.

Following the kickoff, *Corporate Review Sessions* were held the week of January 25. The following sessions were showcased during the kickoff:

- FMMI Organizational Hierarchy and Master Data
- Funds Management
- Cost Management and Cost Allocation
- Purchasing and Accounts Payable
- General Ledger Accounts and Financial Reporting - Statements and FACTS
- Accounts Receivable and Reimbursable Agreements
- Change Management: Communication, Training, Role Alignment and Security

A FMMI D2 SharePoint site has been established for access by all D2 agency implementation team members to share information between the D2 Agencies and the FMMI Core Team. The FMMI D2 SharePoint site hosts the presentation materials from the kickoff and corporate review sessions, and also has more tactical materials such as meeting agendas and summaries, and reference materials. The FMMI core team will continue to provide updates on D2 activities and looks forward to the busy, exciting months to come.

## Update on Payroll Detail report in BI

The FMMI team has confirmed that the summary postings for Payroll data in FMMI accurately reflect the Payroll interface transactions. In January, an issue with an area of the interface that selects records for BI was identified and corrected. However, a small portion of the detail transactions processed before mid-January was not pulled from FMMI into BI. The team is currently researching the best solution to populate the missing detail in BI for records processed prior to mid-January. We will notify the D1 Implementation Points of Contact once a resolution is identified. The interim detail report available in FDW will remain in production until after the corrective actions have been verified.

## FMMI Training Delivery Overview

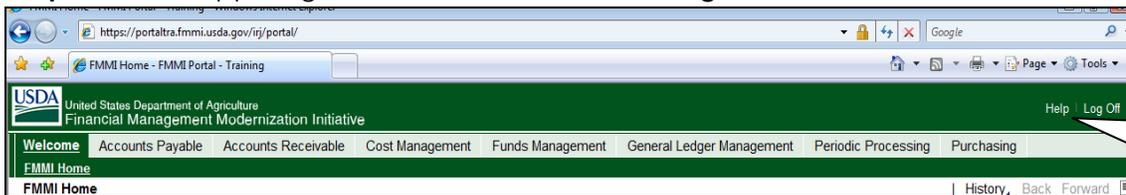
After training over 1,770 users in nine areas across the United States, FMMI Deployment 1 Training concluded on January 29, 2010. Training began for D1 Agencies and Staff Offices in June 2009 with FMMI 101 – *Introduction to FMMI*, which gave users an introduction to the process, coordination, and their role in the FMMI program. Following FMMI 101, users took 200 Level web-based training courses related to their FMMI roles which outlined the process areas they would work in for FMMI. The FMMI 300 and 400 Level courses were delivered as instructor-led classroom training which covered a wide range of topics from displaying documents in FMMI to processing complex financial transactions. Training for D1 users concluded with Business Intelligence (BI) training, focused on FMMI's robust reporting capabilities. Overall, 29 courses were delivered by the Training Delivery team through over 600 offerings covering FMMI system navigation, Accounts Payable, Accounts Receivable, Cost Management, Funds Management, General Ledger, and Purchasing.

During FMMI training, users were provided with paper-based participant guides, hands-on simulations of FMMI transactions, and transactional challenges users could practice using in the FMMI training environment. The paper-based participant guides contain key terminology, screenshots, required fields, and background information for executing transactions and creating data. Simulations and challenges allowed "safe" practice executing transactions and creating data, giving users valuable hands-on experience. Additionally, instructors demonstrated leading practices and tips for using FMMI.

FMMI 100 and 200 Level training will remain available online via AgLearn for FMMI users from agencies going live as part of Deployment 1. For additional FMMI 300 and 400 Level training needs, including BI training, D1 users should contact their Agency Training Leads to determine the best course of action. Additionally, FMMI Online Help (OLH), containing simulations and electronic versions of the training materials, is available to users once they are live in the FMMI system.

## FMMI Online Help-A Source for Support

As training delivery initiatives drew to a close at the end of January, users were strongly encouraged to become more familiar with FMMI Online Help (OLH) as they began working in their day to day transactions. FMMI Online Help is a central repository for online performance support documentation and specific help for the FMMI system. Users can access Online Help whenever they are within the FMMI system by clicking the **Help** link in the upper-right hand corner, next to the **Logoff** button.



Access FMMI Online Help from the **Help** link

There are currently over 350 Simulations and Online Help Procedures (OLHPs) available to users. These support materials provide users step-by-step instructions to complete a certain transaction within the FMMI system. There are also approximately 30 Job Aids available in Online Help, to users to provide further information on transactions.

## Improve response times with the FMMI Desktop Configuration Guide

When executing transactions in FMMI, you can improve your system response times by up to 30 seconds if your computer is properly configured for FMMI. Reference the *FMMI Desktop Configuration Guide*, located on the FMMI website: <http://info.fmmi.usda.gov/Policy/Reference.html>. This guide, intended for Agency IT POC's and Agency IT Desktop support personnel who will assist FMMI users with desktop support needs, provides the required software and recommended Web browser settings to run FMMI. If your Agency has not yet begun using FMMI, you should still review the guide and begin planning with your Agency IT POCs on the appropriate timing to prepare your users' desktop settings in preparation for Go-Live.

Please remember the settings in the *FMMI Desktop Configuration Guide* are required. Please also be aware Internet Explorer 8 is not yet FMMI Compatible, but once IE8 is certified FDCC compliant, this will be addressed.

## Key Messages for Your Agency/Staff Office

As leadership or the FMMI Point of Contact (POC) for your Agency/Staff Office, we rely on you to take back key messages to the rest of your organization about FMMI. Key points to relay to your organizations:

- FMMI BI went live on February 1, 2010 for the Departmental Management and Staff Offices (DMSO), Office of the Inspector General (OIG), and Foreign Agricultural Service (FAS). This implementation of the FMMI Business Intelligence (BI) solution brought over 500 users into the BI system.
- Research, Education and Economic (REE) agencies and Food Safety and Inspection Services (FSIS) are preparing to go live in early March 2010 and early April 2010, respectively, with FMMI Core Financials and BI. Conversion of legacy data from FFIS and designated feeder systems is occurring as well as User Testing activities.
- Deployment 2 Agencies participated in three days of kick-off activities from January 12-15, which were then followed up with Corporate Review breakout sessions held the week of January 25. Materials presented during these activities have been posted to the newly established D2 SharePoint, which has been created to facilitate ease of communication between the respective D2 Implementation Team and FMMI Core Team members. The D2 SharePoint will serve as a central distribution point for all information pertaining to D2 implementation.
- The FMMI Core Team is aware of the functional challenges occurring with the BI Payroll report, and has identified what steps need to be taken to populate the missing detail in BI.
- Over 1,770 users were trained across the D1 Agencies between June 2009 and January 2010 across the United States.
- FMMI Online Help is a support tool available to users as they begin to work in FMMI after training initiatives have concluded. Users will have access to the following types of materials within the Online Help: Online Help Procedures, Simulations, Job Aids and Training Materials. More information about FMMI Online Help can be found in this month's FMMI Newsflash - *FMMI Online Help (OLH) – Your Source for FMMI Support Materials*.
- To improve system response times when using FMMI, reference the *FMMI Desktop Configuration Guide*, located at <http://info.fmmi.usda.gov/Policy/Reference.html> for required software and recommended internet browser settings that enable FMMI to run most efficiently.

## FMMI in the News Objective

*FMMI in the News* serves as a central source of information to Agency and Staff Office leadership and POCs on all things related to the Financial Management Modernization Initiative (FMMI).

To ensure *FMMI in the News* is relevant to you and your Agency or Staff Office, please let us know what topics you would like to hear by sending feedback, comments, and suggestions to the FMMI mailbox at [fmmi@usda.gov](mailto:fmmi@usda.gov) or give immediate feedback and tell us how we are doing.

**Your opinion matters.** Please take a moment to rate this newsletter:

[Excellent Value](#) | [Good Value](#) | [Fair Value](#) | [No Value](#)

## FMMI Calendar

<b>FMMI D1.1 Go-Live (ARS, ERS, NASS, NIFA)</b>	<b>Early March 2010</b>
<b>FMMI D1.2 Go-Live (FSIS)</b>	<b>Early April 2010</b>
<b>FMMI at Financial Management Training (FMT)</b>	<b>May 26 - 28</b>

## Questions or Comments?

If you have questions about the FMMI project or information in this newsletter, please send an email to [fmmi@usda.gov](mailto:fmmi@usda.gov) and include a clear subject line to indicate what your question or concern is about.

For information, reference documents and frequently asked questions, visit the FMMI website: <http://info.fmmi.usda.gov>.