EDMONDS COMMUNITY COLLEGE
ctcLink CliffsNotes

Happy Winter Break!

CHANCE4CHANGE

This time of year includes a variety of traditions. It's the traditions that bring us the most joy, but also the most stress. In my family I find ourselves debating that, *"It has to get done because we've always done it!"* But is this really the winning argument? I know that I don't want to be rigid and make my family suffer because things that are significant to me aren't valued by them. I'm recognizing the importance of not losing my wants, but being open to meeting the wishes of my team, in this case, my family.

Traditions can be applied to daily life as well. When you return to your desk in the New Year to complete your 'traditional work,' think a little bit about how much joy it will bring you in 2020, and how much success you'll be achieving. Maybe it's time to tweak it just enough that you can make room for new growth (maybe growth that is ctcLink!). Return to the office with flexibility and a new peaked interest.

In the new year, the ctcLink Project Team wishes you each great success in your work and that feelings of appreciation overwhelm you.

ctcLink

SME SPOTLIGHT

Dolly & Spitz | *ctcLink Project Team*

Q: When did you become a Triton and what was your job / title then?
PP: December of 2019 We were introduced as the ctcLink Team mascot. We were tasked with reminding SMEs across campus that while this project will push folks one way & daily operations are pulling them in another, we are making progress and the end result is going to be amazing!
Q: Tell us some of your favorites:
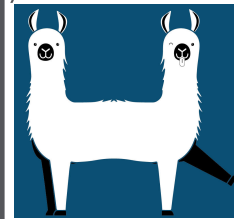
hobby: tennis
ice cream flavor: Neopolitan
pizza topping: pepperoni w/ pineapple
    ...a little sweet & a little spicy
color: Dark Cerulean Blue &
    Inch Worm Green
Q: Can you tell us a fun fact about yourself? *PP: With my split personality of calm/serene and excitable/spontaneous, I can make friends with anyone!*
Q: What inanimate object best represents you and why?
PP: A finger trap - the two ends need to work together to move forward, pushing one finger in while the other escapes.
Q: What excites you most about ctcLink?
PP: Everyone is going to be connected to one body ... I mean system!

UPCOMING

December 20
 - First BPFG Homework assignments due
 - Last call for CEI+ screen cleanups!

January 6 - February 26
 - BPFG sessions
   See the Highlights section on reverse for the January sessions

January 15
 - Monthly SME Meeting
   Meadowdale 124 | 3-4:30pm

January / February various dates
 - Homework due dates

A Change of Pace

Happy Winter Break Tritons! For those of you who are looking for something to fill your closure week with, the ctcLink Project Team has compiled a list of suggestions!
- Surf the ctcLink Project Site!
    - Loads of information and resources. Extend your surf into the State Boards Reference center!
- Complete the PeopleSoft Fundamentals Course
    - Log into Canvas using your username (*firstname.lastname*) and network password
- Dig into the Canvas Global Design Acceptance (GDA) courses
    - Send an enrollment request to ctcLinkEdmonds@edcc.edu
- Subscribe to the ctcLink Edmonds Project Team calendar - here is a how to guide
    - Get a glimpse of what, when, and where things are happening!
- Remember to log any time you spent on ctcLink in our tracking form
    - Canvas courses, SME Meetings, BPFG Homework, etc. on the homepage of the ctcLink site!
    *** **Reminder that the Help Desk is open on limited hours all week!**

HIGHLIGHTS

Curious about what Business Process Fit/Gap Session are coming and want to get involved? Following is a list is all the January session titles. If you'd like to be included in the discussions, send a request to the Project Team at ctcLinkEdmonds@edcc.edu and we'll get you linked in!

- 3Cs, Message Center & Uploads
- Student Groups & Service Indicators
- Enrollment Processes
- End of Term Processes
- FA Application Processing
- FA Awards & Packaging
- SF/AR Conversion The Fork in the Road
- Item Types
- Term, Course, Class, and Optional Fees
- Priorities, Waivers & Refunds
- HR Core
- Benefits
- Time & Labor
- Absence Management
- General Ledger
- Commitment Control (KK)
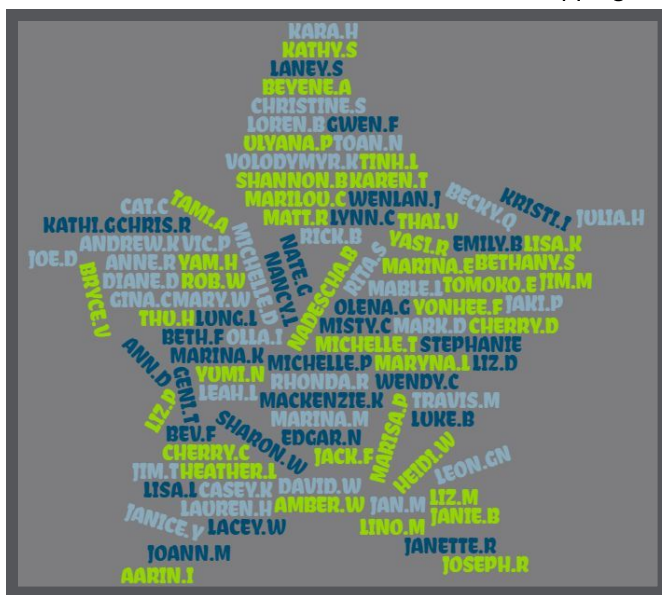- Purchasing

PLANNING FOR THE FUTURE

Step 1: Global Design Adoption (GDAs)

The first work to be tackled of the Implementation Phase is the GDAs. There are 29 different GDAs available and specific GDAs are be required for any SME that will be attending the associated Business Process Fit/Gap (BPFG) session. The completion of GDAs will be tracked by Edmonds' ODET team to ensure SMEs have completed the pre-requisites.

There is a GDA to BPFG crosswalk that will help identify which courses relate to you and your work. The first of the courses is 'Cross-Pillar' which serves as a stepping stone to understanding what the GDAs are about. Within this course are the first two modules, GDA Introduction & Bio/Demo Person Record.

A big **SHOUT OUT** to all the Tritons whose name appears in this SuperStar! These folks have completed the first course and are on their way to finishing their other pre-requisites prior to attending BPFG sessions.

There are over 100 **Super Start Tritons!**

"Eat your wheaties!"
- ctcLink Steering Committee

PEOPLESPEAK

Much of the terminology from CEI+ will be updated in PeopleSoft to something our Project Team refers to as PEOPLESPEAK. This section will highlight a few key words each month.

What is the difference between Global and Local Configurations? This is the main discussion at BPFGs.
Global is:
- Configurations, centrally maintained and controlled by SBCTC, which all colleges will use and may not change without governance approval.
- Configurations with a mix of locally- and centrally-controlled values for which a range of values are considered "system-wide" values. The global "system-wide" values are centrally maintained, but each college has access. Colleges have to agree to not change values within the "system-wide" range.
- Global Frameworks are business processes to which colleges must align. PeopleSoft products do not properly function if colleges diverge from the global framework usage of the system. Colleges that veer from the Global Framework will likely encounter reporting issues or problems in business processes dependent upon use of the Global Framework. SBCTC ERP Support will only provide support when the Global Framework is adopted.

Local is:
- Configurations locally maintained and controlled by each college. Such configurations may also be subject to adoption of "best practices" as outlined in the Common Process Workshop-based agreements. Colleges may change these values, if needed, without governance approval, but may encounter issues if veering from "best practice" adoption.
- Local Frameworks are business processes colleges have flexibility to adopt as their local business and policy defines. It is strongly recommended colleges align to the agreed-upon Common Process use of the system. The "best practice" use of the PeopleSoft product is recommended to avoid improper system function. Colleges that veer from the 'best practice' use of the system may encounter reporting or downstream business process issues. SBCTC ERP Support will provide support for local business processes, unless the college chooses to adopt a business process not aligned with the proper function of the PeopleSoft system. To receive support, colleges will be directed to re-align to the best use of the system.