Complete the Survey - Win a Prize!

If it’s been a while since you visited the updated website, now is the perfect time. Complete this five-question "Website Search" survey and be eligible for a SWAG Bag (prize package). Winners will be drawn randomly from those who complete the survey and answer the questions correctly by October 15. Visit the website at: upgrade.compass.emory.edu

3rd prize – Swag Bag plus pick 2
2nd prize – Swag Bag plus pick 3
1st prize – Gift card (amazon $100) and Swag Bag plus pick 2

Answers To Your Questions

The module leads have provided answers and updates to the questions that you asked during the Listening Tours and Compass Outreach Sessions for the following modules: Accounts Payable, Travel & Expenses, Reporting, General Ledger and SmartKey. Click on the website links above for the consolidated lists available under Listening Tours and Parking Lots.

Training - What to Expect

The amount and type of training developed will be based upon the greatest degree of change in either business process or Compass features and functionality. The greater the change...the more training available.

Update to SpeedType Schema

In the July edition of the Compass Upgrade Insight newsletter, we reported that the Steering Committee had unanimously voted to go with the Compass user’s choice for “logical” numbering of SpeedTypes to include the first 4 digits of the Department. We are thrilled to announce that the Compass Upgrade team’s continued efforts to accommodate extra digits in the SpeedType schema as desired by the user community was successful! The updated plan is to have the new SpeedType schema include the first 6 digits of the Department. This configuration will be effective for new SpeedTypes requested after go-live. Current SmartKey numbers will carry over into SpeedTypes with no changes planned.

UPDATED SPEEDTYPE SCHEMA

6184000123
<table>
<thead>
<tr>
<th>First 4 Digits of Dept. #</th>
<th>9184000123</th>
</tr>
</thead>
</table>

*For Emory Healthcare, existing SmartKey configuration rules will not change*

Miss a Compass Outreach Session?

Compass Outreach Sessions focusing on SmartKey, General Ledger & Reporting concluded on August 17th. Previous focus topics were Accounts Payable and Travel and Expenses. If you were not able to join us, you can find video recorded sessions on the website. The accompanying PowerPoint decks can also be found on the website.

Next Up: Grants

Check your calendars! Grants-focused Compass Outreach Sessions begin in mid-October. Check the website for registration information and please join us at one of the eight sessions held at various locations around Campus and Healthcare.

Introducing...your Communications Council

Who can you turn to for Compass Upgrade information in your department?*

Meet the Communications Council - 35 ambassadors from Campus and Healthcare who are key to the Transition Support team and Compass Upgrade execution. This group is an essential BRIDGE to colleagues who are
While we are still in the early stages of mapping out courses, in general, the topics or areas with the highest degree of change will be supported with classroom or lab training. If the change is minimal, (i.e., an updated screen interface), training will most likely be in the form of a job aid or an “On-demand” video clip.

Project Awareness and Communications Survey
The purpose of the Project Awareness and Communication Survey is to obtain your feedback regarding how and when Compass Upgrade information is communicated. Click the link above to complete the short survey and become eligible for prizes.

Winners will be drawn randomly from those who complete the survey.
Unsubscribe: We hate for you to miss important information, but if you wish to Unsubscribe, please send an email to listserv@listserv.cc.emory.edu and type UNSUBSCRIBE COMPASS-USERS in the body of the email, not the subject line.

For information on managing your Emory listserv subscriptions, click the following link: http://it.emory.edu/catalog/email_list_service/