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# NEWSLETTER

November 16, 2018

## Special Edition: ConnectCarolina Finance Upgrade

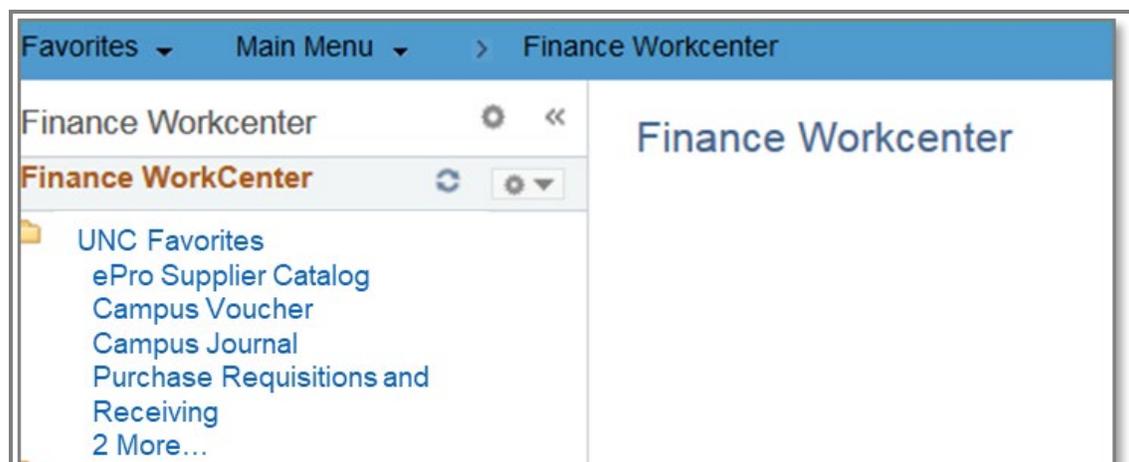
### What's New and What's Changing?

Many of the changes coming with the upgrade of ConnectCarolina Finance are behind-the-scenes, but there are a few new features and changes to the way the pages look. Among the most significant changes are an expanded Finance WorkCenter, different field labels in purchasing, a new layout for the Campus Voucher page, and new features for Budgets.

#### More Links in the Finance WorkCenter

If you haven't used the Finance WorkCenter, give it a try. The WorkCenter lets you move quickly between menu options, and with the upgrade, it will have even more of the links you use most, all in one location. To find it, click the Finance button on the left side of the home page, and then you'll see Finance WorkCenter as the first option. At the top of the WorkCenter is a folder with the most commonly used pages.

Click [here](#) to read about more changes.



## Upcoming ConnectCarolina Outage

As with the previous upgrades of Student Administration and Human Resources applications, the move to the latest version of the Finance software requires a ConnectCarolina outage. There are some differences between this outage and the last two:

1. **The outage is longer** because there are more updates to apply to the Finance application.
2. **The Finance and HR/Payroll systems will be offline during business hours on Friday, December 7 beginning at noon.**
3. **The outage for ConnectCarolina Student Administration applications that Faculty & Students need to enter and view final grades will be unavailable the night of Saturday, Dec. 8, from 10:00 pm until 8:00 am the next morning.**

We recognize that faculty may be entering final grades over the weekend so the ConnectCarolina team worked hard to minimize the impact to the ConnectCarolina Student Administration application.

For more details on the outage, visit the [Finance Upgrade](#) webpage.

ConnectCarolina Outage Timing			
Friday, December 7	Saturday, December 8	Sunday, December 9	Monday, December 10
	12:00 pm	FINANCE	7:00 am
	12:00 pm	HR / PAYROLL	7:00 am
	FACULTY & STUDENTS Entering Final Grades	10:00 pm - 8:00 am	



## More Than 100 People Tested, Over 5 Months

Did you know that any time we make changes to ConnectCarolina, we go through multiple rounds of testing with groups all across campus? This Finance upgrade is no different. Testing started in July and is continuing through the end of this month.

The first testers were staff in ITS-Enterprise Applications. They test to identify bugs and make note of any changes to how the system works or looks. Robin Burke, Business Systems Manager, noticed a new feature, the ability to copy budget transfers, while she was testing and thinks that “campus is really going to like this feature. They’ve been asking for this for a while since they can already copy budget journals.”

The second group of testers came from the Finance Central Administrative Offices and the Office of Sponsored Research. They tested to ensure the work they do every day such as entering and approving transactions, running queries, and making sure that the information was recorded correctly in ConnectCarolina and InfoPorte is working properly.

Testers from campus schools and divisions participated too. Finance Liaisons, staff nominated by campus finance leads, were up next. By this time, most of the bugs had been worked out, but having the people who use the system every day test helps the ConnectCarolina team understand what we need to focus on in our communications. For example, even though the Campus Voucher page works the same way, it looks different and multiple Finance Liaisons commented on the change. Shannon DeRespino, from University Communications, noted “It is fairly intuitive and all the language seems to be the same, so I was able to submit a voucher, but it does definitely look different when you open the page.” As a result, you’ll notice that the ConnectCarolina team is putting some extra emphasis on that change in our communications.

Thanks to the more than 120 people who gave their time to make sure the upgraded version of ConnectCarolina works smoothly when it’s live on December 10.

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### One Last Thing - *The ConnectCarolina & InfoPorte Survey*

**We'd really like to capture more responses to our annual survey.**

**If you haven't already, please** take a moment to complete the annual **ConnectCarolina & InfoPorte 2018 Survey**. We're eager to hear what you think is working, what isn't, what additional information you need from either system, and what features you hope we'll develop.

Your feedback is valuable for the ConnectCarolina team and will help us prioritize projects to address your top concerns during 2019.

[Click to Complete Survey](#)



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