



WHAT'S NEW

No. 16

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YES, PROJECT MAESTRO IS ALIVE AND WELL....

The Project MAESTRO newsletter has been on vacation, not the project MAESTRO staff. What's New is resuming its weekly publication schedule. This issue discusses what the Project MAESTRO team has been getting ready and how the colleges are getting set to go.

Get Ready

As discussed in previous issues of What's New, the new system changes many aspects of the way assignments and pay is generated. The changes underway are based on **requirements** developed by Project Team members and approved by the Executive Committee, Project MAESTRO's decision-making oversight group comprised of college, employee union, and District Office representatives. Of necessity, the original requirements documents were not very detailed. Now that the basic system is functional, it is time to look and see if we can find the "devil" in the details.

Project MAESTRO has completed the **configuration** phase of our new human resources system. System configuration testing indicates the software is now expected to do all the things that are necessary to hire and pay people properly.

The next phase, **conversion**, is wrapping up. During the conversion phase, data is copied out of our DEC and eRPA legacy systems, reformatted for SAP, and then loaded to SAP. The conversion process requires that each data element be "mapped" and "reformatted" to create the new data version. This process is tedious, time consuming, and requires continuous refinement. Reports in the old and new systems are run and compared. When the results are the same, a test is considered successful. When, however, results differ, the source of the error or discrepancy must be identified and corrected. System conversion testing indicates data conversion issues are being identified and addressed.



Errors and discrepancies in the converted data can be as simple as an address not conforming to US Postal Service formats or as complicated as an inaccurate union dues share-percentage that might occur when a person is split between two jobs represented by different unions. Resolving issues involves a preliminary review of the converted data by the project team and, when applicable, the college SPOC analyzing error and discrepancy reports and correcting deficiencies in source data maintained at their location.

Get Set

Project MAESTRO's comprehensive **testing** phase has just begun and will continue through May. During this phase of testing, every process in the system will be run using a copy of actual data to make sure each process works as intended. This undertaking involves every business area affected by the new system—Organizational Management, Position Management, Personnel Administration, Personnel Actions, Benefits Administration, Salary Administration, Time Administration, Payroll—and posting data to the SAP Financial system. Each business process will be thoroughly tested for each of the LACCD's 121 employee categories.

Another system testing dimension occurs in two weeks when representatives of the user community—SPOC's and selected college and district office employees designated as "Super Users" and "Specialists"—learn and do their own testing of the system. The purpose of this process is to refine processes even further and to identify specifications for enhancements after the system "goes live."

The Project MAESTRO **training** program starts in late April and continues through early June. During training, a "beta" (almost finished) version of the system software will be made available to personnel and payroll specialists. Also, the replacement eRPA system will be presented to administrators, department heads and their assistants. A series of interactive sessions with the entire user community along with providing detailed written instructions on how to use the system are planned.

Go

Project MAESTRO "Goes Live" July 1. Details will follow in other newsletters.



ADDITIONAL RESOURCES: To view document, click on title.

- [Previous issues of What's New](#)

Project MAESTRO is about change. "What's New" and other Project MAESTRO communications are sent primarily through email. Until all employees have computer access, hard copy will also be posted on the LACCD Bulletin Boards at each location.

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