

# Cutover Transaction Workflow Matrix | Monthly



## MO CONVERSION SNAPSHOT: 4/24/2020

### MO CONVERSION RECORDS INCLUDE:

2020 PPS Employee records (includes 12/2019)

Future dated brand new UC hires

Appts. with PPS begin dates equal to or earlier than 5/1/2020

### ACCESS

Super User View Access: **5/5-5/8/2020**

Super User Update Access: **5/9-5/22/2020 & 5/30-5/31/2020**

All User Update/View Access: **6/1/2020**

ACTION	Effective Date (Begin Date)	Dept. Action	Paid From:	Payment Date	Notes
New Hire	Prior to 6/15/2020	Enter in PPS	PPS	5/10 or 5/27	April or Earlier Earnings
			UCPath	6/1/2020	May Earnings
Rehire	Prior to 6/15/2020	Enter in PPS	PPS	5/10 or 5/27	April or Earlier Earnings
			UCPath	6/1/2020	May Earnings
Separation	Prior to 6/1/2020	Enter in PPS	PPS	ASAP	
Leaves (case by case)	Prior to 6/1/2020	TBD	TBD	TBD	

All other retroactive pre-conversion activities will be processed when the system goes live

# Cutover Transaction Workflow Matrix | Biweekly



## BW CONVERSION SNAPSHOT: 5/20/2020

### BW CONVERSION RECORDS INCLUDE:

2020 PPS Employee records (includes 12/2019)

Future dated brand new UC hires

Appts. with PPS begin dates equal to or earlier than 5/17/2020

### ACCESS

Super User View Access: **5/27/2020**

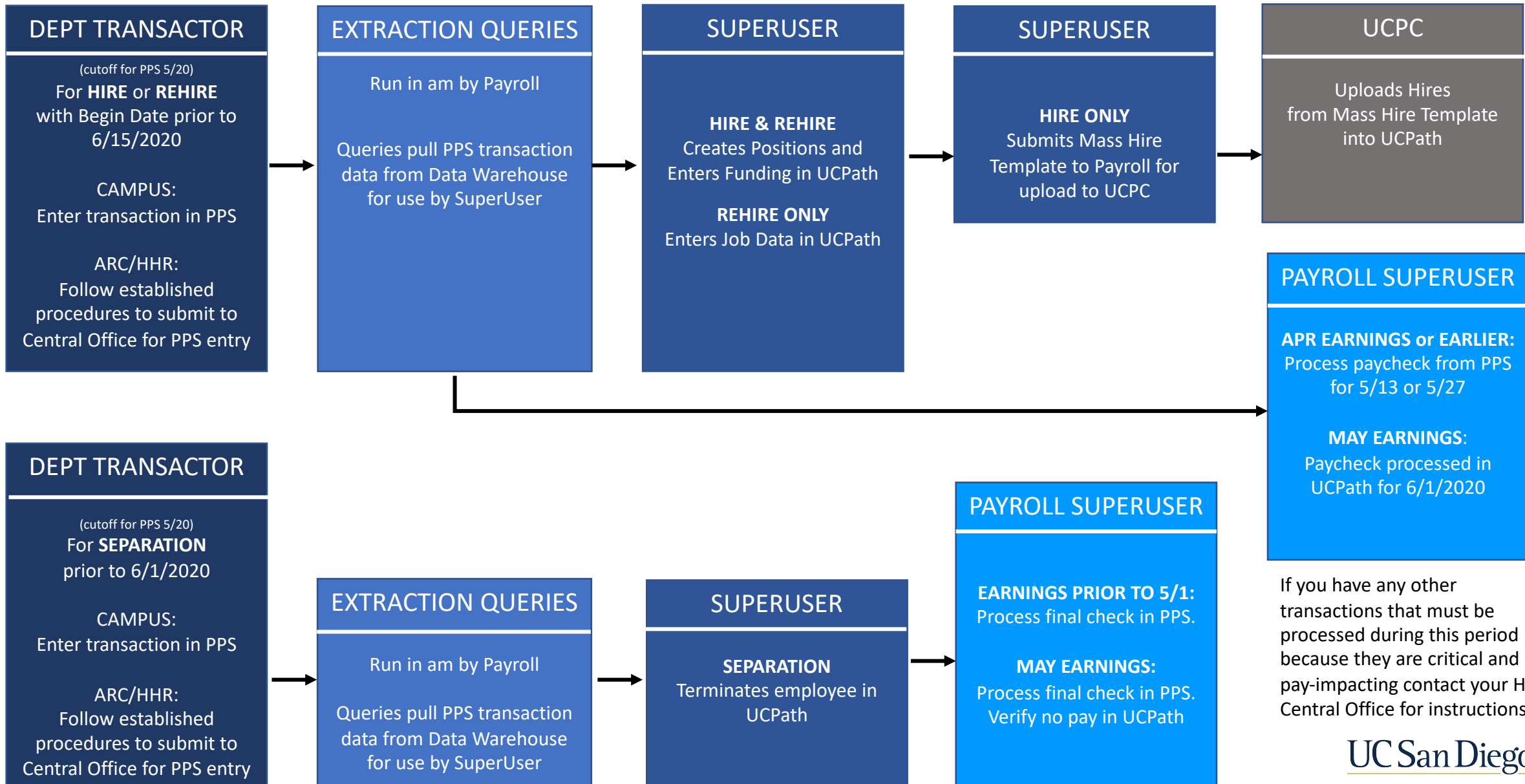
Super User Update Access: **5/30/2020 6am - 7pm**

All User Update/View Access: **6/1/2020**

ACTION	Effective Date (Begin Date)	Dept. Action	Paid From:	Payment Date	Notes - Earnings
New Hire	Prior to 6/15/2020	Enter in PPS	PPS	By 5/29/2020	Up to PPE 5/16/2020
			UCPath	6/10/2020	PPE 5/30/2020 and later
Rehire	Prior to 6/15/2020	Enter in PPS	PPS	By 5/29/2020	Up to PPE 5/16/2020
			UCPath	6/10/2020	PPE 5/30/2020 and later
Separation	Prior to 6/1/2020	Enter in PPS	PPS	ASAP	
Leaves	Prior to 6/1/2020	TBD	TBD	TBD	

All other retroactive pre-conversion activities will be processed when the system goes live

# Transaction Processing During May for MONTHLY Employees | Hires, Rehires and Separations



# Transaction Processing During May for BIWEEKLY Employees | Hires, Rehires and Separations

