

WE APPRECIATE YOUR FEEDBACK!

Phase I of PeopleSoft HRMS workflow was implemented university-wide on July 28th, 2008. A post-implementation survey was conducted November 10 through 19, 2008.

DRAWING WINNERS!

Four randomly selected individuals who completed the survey were awarded \$25 in either Dining Dollars or Bookstore Bucks. Congratulations to the winners!

- Melissa Kuepfer
- Enedelia Cruz
- Margaret Coughlin
- Mary Brooks

IMPORTANT CONTACTS

OIT Help Desk
387-HELP

Human Resources
387-3620

Payroll
387-2935

Budget
387-4275

FAST Facts: *Post Implementation Survey Results!*

- ➊ 21% of users completed the survey. Of those:
 - 65% classified themselves as initiators
 - 30% classified themselves as approvers.
- ➋ 38% of respondents access the system daily or weekly.
23% access the system monthly.
- ➌ When asked if this system is an improvement over the paper process, 94% of respondents agreed or strongly agreed.
- ➍ When asked if the system was easy to navigate/use 90% agreed or strongly agreed.
- ➎ The survey also revealed that 83% of respondents find the email notification function useful or very useful.
- ➏ Most Popular responses to the question: What feature(s) are most valuable?
 - The ability to track the forms
 - The automatic population of certain data fields
 - Online, no paper
 - Fast routing
- ➐ Most popular responses to the question: What feature(s) are least valuable?
 - Time out messages
 - No single sign-on

Startling Stats!

520 Incidental Pay forms have been submitted since going live in July 2008.

3200 Temporary Appointment forms have been submitted since then!

SYSTEM CHANGES PER YOUR REQUEST!

Much of the survey was an open answer format. We are very pleased with the number of individuals who took the time to complete those questions. Based upon your feedback, the following system changes will be rolled out soon:

- The form number and last name of the employee will be included in the authorized email notification.
- Approvers who are listed in consecutive approval levels will only need to sign off on a form once.
- A 'refresher/helpful hints' session is coming!