



SFS Weekly Communications Digest

April 25, 2016

The SFS Weekly Communications Digest contains information for the coming week and a summary of last week's communications from the SFS mailbox. We hope you find this digest and its links helpful. If you have questions at any time, please contact us by emailing the SFS Help Desk (helpdesk@sfs.ny.gov).

The Week Ahead

April Agency Checkpoint Call Presentation Available on SFS Secure

SFS held the April Agency Checkpoint Call / WebEx on Wednesday, April 20 from 2:00 p.m. to 3:00 p.m. The focus was on successes and opportunities post-FYE, and DOB and OSC new Fiscal Year remarks.

A copy of the presentation is now available on the [SFS Secure Checkpoint Call page](#).

Reminder: Fast-Track Calls on Tuesday-Only Schedule

SFS has transitioned to a once-per-week agency Fast-Track call held on Tuesday afternoons from 1:00 p.m. to 3:00 p.m. Dial-in information is available on [SFS Secure's calendar](#).

Contact the SFS Help Desk at any time by creating an SDE/Magic incident, through email, or by calling 518-457-7737 | 877-737-4185 toll-free between 8:00 a.m. and 5:00 p.m. Monday through Friday.

Communications Digest – Week of April 18

ABP Testing Environment Refresh on May 2

Distribution Date: Wednesday, April 20

Audience: Bulkload Agency Coordinators and Liaisons

Introduction

[SFS will perform a refresh of the Agency Business Process \(ABP\) Testing environment on Monday, May 2 reflecting data from SFS Production as of Thursday, April 21 around 8:00 a.m. after Wednesday's nightly batch has completed.](#)

SFS Community Councils

Distribution Date: Tuesday, April 19

Audience: Agency Chief Financial Officers and Agency Coordinators

Introduction

[Over the next few months, SFS will be launching five Community Councils to promote best practices and collaboration among SFS and agencies. Community Councils represent a refreshed approach to the previous SFS User Groups.](#)

Web and Job Aids Updates – Week of April 18

Tracking web additions and updates, including updates to the array of available Job Aids, can help you keep abreast of progress in a variety of SFS functional areas. Turn to the [Latest Web Updates page](#), located in the Spotlight section of SFS*Secure*, for a list of the most recent edits.

SFS updated one job aid and uploaded one new job aid since last week. Log into SFS*Secure* to view these job aids and additional agency resources.

- **New:** JAA-CN210-027 Contract Reassignment Process
- **Updated:** JAA-PPM101-021 Associate an Existing Activity to an Existing Project

In addition to job aids, you'll find driving directions and an updated campus map to our offices on the [Contacting and Visiting SFS](#) page of SFS*Secure*.

Distribution: SFS distributed this digest to Agency Coordinators and the SFSinfo ListServ on April 25 via email.

SFSinfo is an unmonitored email box. All emails to SFSinfo are automatically forwarded to the SFS Help Desk. To reach the Statewide Financial System (SFS), please contact the SFS Help Desk (helpdesk@sfs.ny.gov | 877-737-4185 toll-free | 518-457-7737).