

Collaborative for Higher Education Shared Services (CHESS)

Mission: All Together 2025 | ERP Timeline

Plan
Nov '21 - Jan '22



Architect
Feb '22 - Apr '22



Configure & Prototype
May '22 - July '22



Test
Aug '22 - Oct '22



Deploy
Nov '22 - Dec '22

Building and Developing the Project Team:

Identifying the right people, ensuring they have the time to dedicate to the project and providing the necessary training to engage with the project.

Develop initial strategies:

Integrations, reporting, data conversion, and project communications.

Tenant Build: Create a Foundation Tenant (Instance) to use in discussions on business process design and development.

Foundation Alignment Session (FAS):

Workday will run a series of sessions where college representatives will begin building the framework necessary to develop CHESS specific configuration.

Tenant Build: A

configuration tenant will be developed, using the configuration decisions from FAS, for testing purposes.

Customer Confirmation Sessions:

These sessions will use the latest tenant build to verify the decisions made during FAS.

Change Agent Network:

Change champions will be identified to help communicate key updates and share feedback with the project team.

Tenant Build: An end-to-end tenant will be developed to allow users to begin testing the system from end to end.

Testing Activities: Various tests will occur, including end-to-end, user readiness review, payroll parallel, and regression.

Training Plan: The Change Management team will begin building end user training materials.

Cutover Planning: Project team members will continue planning for the transition from various legacy systems to Workday.

Tenant Copy: A parallel tenant will be copied from the End to End tenant to allow payroll systems to be tested

Go Live:

Workday will go live **December 17, 2022**. Communication activities, leading up to go live, will begin to prepare each college.

Tenant Build: A pre-production tenant will be built just prior to go live to ensure the latest configuration and data is captured.

Post-Production:

Knowledge transfer, and support will continue from Workday. CHESS will continue to support change management training activities.