

FSS – Oracle Systems

Managing Harvard’s Financial Enterprise Resource Planning (ERP) Platform

Overview

The FSS – Oracle Systems Team manages the university’s financial system of record – the Oracle eBusiness Suite (EBS). Harvard utilizes the Oracle eBusiness Suite (EBS) for processing financial transactions for all tubs at the university. Oracle Financial systems include Accounts Payable and Receivables, Bottomline, CAPS, Cash Management, CSMA, CoA Validator, Collections, FedEx, General Ledger and Validator, Oracle Assets, HCOM, iProcurement, iReceivables, PCard, Vendor Request, Web ADI, and Web Reimbursement. We work towards enabling a ‘continuous improvement’ philosophy across university-wide financial/procurement processes and standardizing our core platform whilst incorporating best practices.

What we provide:

The FSS – Oracle Systems team is responsible for financial systems product management, delivering projects and supporting end users across Harvard to use the financial systems.

We help our Harvard stakeholders to achieve their business objectives by:

Supporting End Users

- End User Support
 - Training: Support training solutions for financial systems
 - Enhancement Requests: Identifying new features/ suggested modifications for financial systems

Thought Leadership

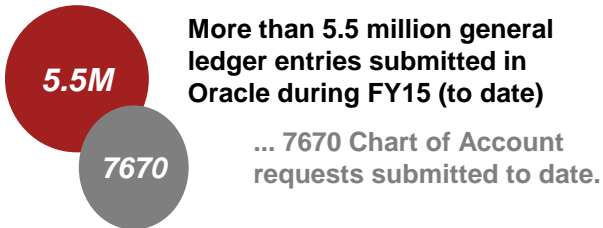
- Product Management: Managing system releases and enhancements
- Project Management: Managing traditional/agile projects
- Vendor Selection: Advise schools/units during vendor selection process
- Business Process Consulting: Identify process improvements

Addressing Reporting Needs

- General Reporting: Supporting (with FSS – Business Intelligence Team) 70+ reports in CREW as well as 5+ dashboards in OBI
- Ad Hoc Reporting: Developing and querying system data based on business requirements

Configuring Applications

- Work with FSS – Client Services to effectively configure:
- System administration of profiles, lookup tables, list of values and other setup features
 - Financial Closing: closing the ledger for each month, quarter and fiscal year end



Other Key Statistics:

- 466K Invoice Payments: 466,000+ Invoice Payments made to date
- 221K HCOM Reqs: 221,000+ purchase order requisitions submitted to date
- 35K Vendors: 35,000+ new vendors added to Oracle during FY15 (to date)
- 18K Vendors: 18,000+ receivables transactions process to date

Who are our Harvard stakeholders?

| Stakeholder Group – CADM | Stakeholder Group – Schools | Stakeholder Group - Affiliates |
|--|--|---|
| <ul style="list-style-type: none"> • Strategic Procurement • Office of the Controller • Harvard Planning & Project Management (HPPM) • Office of Treasury Management (OTM) • Harvard University Information Technology (HUIT) | <ul style="list-style-type: none"> • All Schools <ul style="list-style-type: none"> • TUB Finance Office • Department Administrators | <ul style="list-style-type: none"> • American Repertory Theatre • Arnold Arboretum • Harvard Art Museums • Harvard University Press • Nieman Foundation • Villa I Tatti |

***Bold** text indicates most impacted stakeholders

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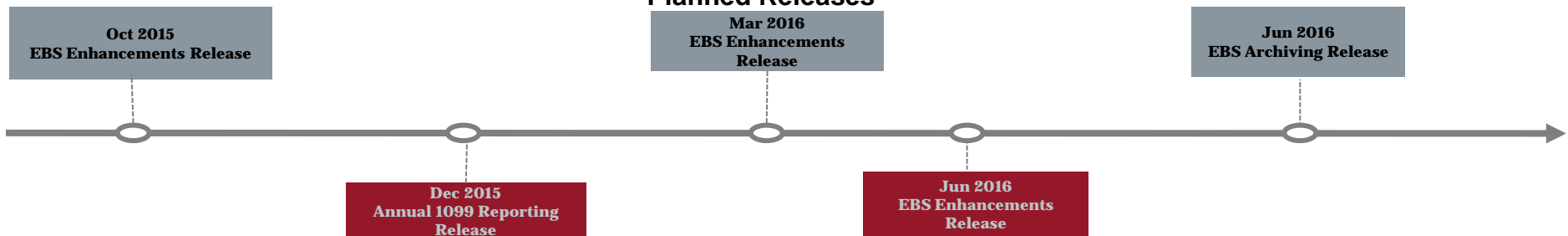
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| CAPS | Procure to Pay | Order to Cash | Account to Report |
|---|---|--|---|
| Custom-built application that tracks construction projects with an enabled approval workflow for capital budgets over \$100,000 that interfaces with the Capital Planning at Harvard (CPATH) system | Manages total enterprise spend by managing suppliers, invoice and payments processing, invoice matching, and approval processes. Streamlines purchase order processing of orders and receipts and controls enterprise spending. Provides a tool to process vendor invoices & fees, reimbursements, payments, and travel advances. | Manage customer & billing information, invoice processing, payment receipts, and payment options. Allow customers to access their records, invoices, check balances and pay bills. Handles customer payments, disputes, and adjustments. | Central repository for accounting transactions providing ability to enter journal entries (or export from Microsoft), real-time financial reporting, management reports, automated financial processing, and tracking financial transactions against the chart of accounts. |

Helpful Links

- [Access Oracle](#)
- [Oracle Job Aids](#)

Planned Releases



How to Contact Us:

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| Reporting Issues |
| Contact HUIT Help Desk at 6-2001 or ithelp@harvard.edu |
| Consulting on New Technology/ Solutions |
| Contact HUIT Help Desk at 6-2001 or ithelp@harvard.edu |
| Identifying System Enhancements |
| Contact HUIT Help Desk at 6-2001 or ithelp@harvard.edu |
| Learning More About Our Product/ Group |
| http://oracle.fss.finance.harvard.edu |
| Learning More About FSS |
| http://fss.finance.harvard.edu/ |
| Learning More About FAD |
| http://finance.harvard.edu/ofa |

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