

University of Oklahoma Norman GT eForms and ePAF™ Implementation

Project Information

Overview

This was a GT eForms and ePAF™ implementation for a large university with over 10,000 active employees. The project was completed within the five month project timeline and on budget. The complexity of the project was the business requirement to support up to 24 levels of approval per transaction. This requirement was met with conditional routing enhancements, resulting in significant improvements in processing time. Over 2800 forms were processed in the first six weeks of the system.

Gideon Taylor Consulting

- Assisted in Project Management including managing the project plan, change log and issues management.
- Provided functional expertise in GT eForms and ePAF™ to guide the University through business process analysis including documentation of the workflow, defaulting rules and security.
- Provided functional support for testing, training and implementation of the ePAF™ forms.
- Provided Technical expertise in GT eForms framework, ePAF™ form creation, workflow, component interface and application messaging.
- Provided knowledge transfer in the areas of GT eForms framework, developing forms, workflow and setup table maintenance.

System

- PeopleSoft HRMS 9.0
- PeopleTools 8.48
- Oracle Database

GT eForms and ePAF™ Forms Implemented

- Hire Form
- Job Change Form
- Job Status Form
- Security Form
- PeopleAdmin Interface
- Workflow routing for 24 levels of approval

Component Interface System Updates

- Personal Data – Person, Name, Additional Name, Address, Personal Identity, Disability
- Job Data
- Administrative Post – Faculty Titles
- Tenure Data

- Contract Data
- Personal Profile
- User Profile - Security

Technology Enhancements

- **ePAF™ History Search** – developed a view that displays all ePAF™ transactions assigned to an employee.
- **Parallel Approvers** – developed the ability to have multiple approvers notified at the same time reducing the time to route for approval.
- **Override Security by Role** – a user has multiple roles can have different ePAF™ security setup for the various roles.
- **Auto-Approve Functionality** – A user with multiple roles can approve once and have it approve for multiple roles.

GT eForm Users

- 386 departmental users were trained as form preparers
- 87 Dean/Director Approvers
- 330 Department Approvers
- 76 Conditional Approvers

About Gideon Taylor

Gideon Taylor, headquartered in Pleasant Grove, Utah, is a PeopleSoft custom solutions provider for business, education and government organizations. Our mission is to revolutionize business processes through the use of automation and advanced technology. Our vision is to help businesses create solutions that realize the full value of their ERP technology platform investments.

GT eForms is a bolt-on electronic forms toolset for PeopleSoft applications. GT eForms provides a flexible framework for developing electronic forms. GT eForms dramatically reduces the time and manpower required to process forms from initiation to entry into the system

ePAF™ is a set of eForms that process personnel actions. Typically among the most complex and error-prone of business processes, personnel action processing with ePAF becomes streamlined, manageable and efficient. Built on the flexible, adaptable power of the GT eForms toolset, ePAF can be customized to fit the client's unique way of managing personnel actions. Most of the periodic changes in the PAF business process can be implemented by business analysts, with very little technical effort.