

Luma Finance and Supply Chain Management Go-Live! What You Need to Know:

- Sign up for your <u>State ID</u>
- Complete DUO Multi-Factor Authentication
 - Verify your role in Luma (ask your fiscal officer)

$\left(\right)$	
(0))≡`
	- /

• Complete role(s)-specific self-paced e-learnings available in Luma Training.

Complete the following activities from July 3 to July 8:

- **Confirm** access to Luma FSM and:
 - Login to Luma PRD
 - Select Infor CloudSuite Financials and Supply Management homepage
 - Validate assigned roles
 - Use the Service Portal
 Quick Reference Guides

Fiscal Officers:

- Validate appropriation
- Review Chart of Account (COA) structure
- Utilize <u>Service Portal</u> to request assistance from Luma support team

Be Proactive! Organize your first actions in Luma:

- Ø
- Build schedule for tasks for Day 1 through 5
 - Be measured and set reasonable goals
 - Check your agency approval workflows
 - Examine business process changes to support new system functionality help find solutions!

Before July 3