



KNOW

Read Luma Project news and updates in this column.

System Integration Testing 2 (SIT2): SIT2 will begin January 11th and agency involvement will begin October 18th. Roughly half of all state agencies have been invited to participate in SIT2 and there is no limit on the number of testers for each of the predefined roles.

Agencies will have another opportunity to participate with User Acceptance Testing prior to End User Training.

Phase 2 Staffing: Luma Project leadership will begin meeting with Agency leadership from various agencies to request staff to participate on the Luma project team for Phase 2 project activities.

Agency Leases Workbook: The Luma Project Finance team will be asking Agencies to complete a workbook to capture all of the information required for leases, which will then be uploaded a tool in Luma called Lease Query. The project team is working on creating this workbook and hopes to have it ready by early January.



DO

Meet with employees and leadership in your agency to discuss these messages or action items.

Cost-Allocation Workbook: The Luma Project Team will be gathering information from Agencies on any cost allocations that they currently do. The team will be asking Agencies to list the allocations and provide a few details and a brief description of each, so that the team has a complete inventory of the need that exists across all agencies. The workbook to gather this information should be expected around the end of November.

Asset Management Workbook: The Luma Project Team will be asking Agencies to compile and certify that their assets are true and accurate for when the team converts them to Luma Asset Management. The Luma Project Team is also asking Agencies to provide additional field data. This workbook is expected to be completed by January 8th, 2021.



SHARE

Please share this information or engagement opportunities with your Agency

Newsletter: Please share the monthly newsletter with your colleagues!

Luma Newsletter #20

Lunch and Learns:

December RSVP

Luma Showcase:

December RSVP

Welcome to Luma: Please distribute the Welcome to Luma infographics to your agency staff.

Infographics can also be found here:

Infographics



REPORT

Report feedback to the project team or complete action items the Luma project team is requesting from your agency.

AR Document Management: Please ensure your agency has responded to the three Accounts Receivable questions.

Communications Manager: As we get closer to go-live we want to ensure we are getting messages out to every state employee. To this end, please send contact information for any communications personnel within your agency.

Internal Meetings: Please let us know if you have an upcoming internal meetings that we can present to your staff at! We want every state employee to know about the Luma, the changes coming, and exciting benefits of a modern system.