



# Preparing Agencies for Success Before and After Infor CloudSuite Go-Live



## KNOW

Read Luma Project news and updates in this column.

Join us for the upcoming February Showcase to learn about some exciting Chart of Accounts updates as well as have the Luma Training Team provide an overview of training for the Budget Module, talk about the training timeline and curriculum, and provide a sneak peek into the look and feel of budget training.

[RSVP HERE](#)

**Luma Glossary:** The Luma Glossary will include numerous terms that are similar but have changed now that we are moving away from legacy systems and towards Luma. This is expected to be wrapped up and released to you very soon.



## DO

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

**Chart of Accounts Default Workbooks & Payroll**

**Crosswalk Workbooks:** Workbooks are due March 1<sup>st</sup> for any Cohort 5-7 agencies.

**Agency Lease Workbook:** Workbooks are due March 19<sup>th</sup> for Cohort 5-7 agencies

**Luma Common Reports Review and Reports**

**Analysis Workbook:** All information and workbooks are due by February 12<sup>th</sup>.

**Agency Multi-Factor Authentication Survey:** Completed by February 8<sup>th</sup>.



## SHARE

Please share this information or engagement opportunities with your Agency

**Newsletter:** Please share the monthly newsletter with your colleagues!

[Luma Newsletter #22](#)

**Welcome to Luma:** Please distribute the Welcome to Luma infographics to your agency staff. Find them here:

[Infographics](#)

**Luma YouTube Channel:**

Can't make it to a Luma meeting? Don't worry! Check out the Luma YouTube Channel!

[Luma YouTube Channel](#)



## REPORT

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

**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! We want every state employee to know about the Luma, the changes coming, and exciting benefits of a modern system.