



Questions asked during the EPLite Approver Webinar June 17, 2020

Note: Duplicate questions have been combined

CATEGORY	QUESTION	RESPONSE
Getting Started	Will current users and approval flows be transferred to the new system?	Yes, current uses and approval flows will transfer over.
Accounting Information	Is it possible to view all the Account Codes in the summary on the approve page?	In Guided Buying, the Account Codes display at the top of the PR when approving without having to drill down into line item info to see them. In Expert View, this is not the case. You do have to drill into line item details which is a change from how it appears in the current system, and that functionality can't be added back into the new system. The "Print" button works in Expert View, though, and if you click "Print" you'll see the entire PR on one page, including the Accounting info for each line item, so that may be the most efficient way to view a PR in Expert View. Additionally, approvals can now be done via email, and the email you receive will show the accounting info in the body of the email.
Taxes	Will the tax amount be transmitted to the supplier?	Yes, the financial systems will calculate the tax amount based on the tax rate selected during the requisition process. This will then be reflected on the PO for the supplier.
	When the purchase order is issued and printed, will the tax and other cost show or when will we see the "total" cost for an order?	Yes, it will show on the order. TOTAL COST will be the total without taxes, and in the header, there will be a field "Total Cost including taxes and Other Costs".
What's Next?	Will we need to delete all composing status requisitions before the 24th?	No, the system will just become read-only on July 1. Pending requisition will be left in the system as they are. It will not be possible to submit, approve or deny them any longer.
	Will current data be converted from old system to new system?	All user data, approval group settings, etc. will be brought over, but requisitions and order information will not be migrated to the new system. You will still be able to view RQs and POs in the old system through August 31, just not create any new ones. That order information will then be migrated to a Procurement solution hosted by the GDAC at some point between August 31 and the end of the year. https://it.nc.gov/services/nc-gdac
	So you can't have any open pending requisitions in the financial system (Datatel or Colleague)? that have not been converted?	If a requisition has already been approved in NCEP and sent to Colleague, and then it is released after the Go-Live, the order will be created and sent to the vendor. However, it will be processed through the old system, not the new one, and then will no longer be available after August 31.
	Can you comment on the downside of doing that?	The main issue there is that if you need to send a change order on an order sent through the current system, we will be able to forward it to the vendor up to August 31. Past that date, we will not be able to route it to the vendor any longer. Therefore you will be asked to email it directly to the vendor.
	Purchasing has a lot of work to do to make this GO Live successful for the end-users who are not as computer savvy as we would all like.	This is very true, and we want to do whatever we can to support you and your users. We'll have supplemental online training materials available by go-live and our Help Desk will be here to assist you as always.
	If we have questions after this, who should we ask?	Our help desk can answer questions non-stop Monday to Friday. Call 888-211-7440 , or email to ephelpdesk@its.nc.gov