

97. Based on your experience, what would you advise a Wave 3 agency to do to prepare for implementation of the Edison Financial component?

Wave 1

1. Q41
2. EDISON WILL NOT BE READY
3. no comment
4. Have better in room training. Having some one go line for line out of the manual does not help. We need to be able to actually perform the process. The trainers are more concerned with telling you "cute" stories which I don't care to hear. BETTER TRAINING and have people in there who have already used the system and know what they are doing. It's almost as if the people in class know more than the Help Desk , which is nothing. You get better info from your manual. But it to is not consistent , you have to add steps or leave out some of the steps the manual has printed. Edison and General Services give you different info and don't seem willing to work together to resolve issues. More concerned with passing the buck.
5. Set aside time
6. find new vendors to use because they will definitely lose lots of the current ones
7. have several people go for training before the reast of department tries to utulize component
8. none
9. 1. Have training for the workers that is relevant to their process. It was unfair to both the trainers and trainees when the sessions we attended were obviously not relevant to our work process.2. Have adequate Edison staff onsite to help with issues. The help desk was only helpful on the general, high-level problems. It took direct contact with upper management Edison staff to resolve the complicated issues.3.Continue the post go-live conference calls. While they were time-consuming, it definitely benefited those participating by having their specific issues resolved. Plus, the participants were also able to help others with issues they had already resolved on their own.
10. Much more training.
11. Better training! Figure out what is the right way BEFORE implementation!
12. Buy up as much supplies as your have room to store and budget can support. Get all travel, Fleet, and training request approved and paid now. Prepay vendors that you pay on a regular basis. Print as many budget screens as possible to capture budget revenue, outstanding encumbrances, expenditures, balance of budget, open po balance, open po payments to date, and print anything you use within 30 days.

13. only use travel
14. Get more training
15. Not sure
16. Be sure to go to the all of the classes that are given and any of the workshops and ask questions of the current agencies that are already on the system.
17. Get with the content group before you go live to get you asset taggable items Edison ID #'s
18. Just accept that they will spend lots more time doing the same job as before with less support.
19. Demand better training!
20. Provide all employees with in class training, manual, and assigned representatives to address issues.
21. Uncertainty. Some lack of adequate training.
22. Have online classes, and have someone in the office specifically trained to answer any questions that an employee might have. This was done in our office and the system has worked good for the most part.
23. na
24. Good Luck
25. Pay very close attention during Training.
26. Be very patient. It will take some time to become used to any new system. Approach with an open mind and you might learn to like this system.
27. Hold off or run parallel until the bugs are worked out and the documentation and procedures are updated.
28. Hope you receive more training before the initial start-up.
29. HIRE 300% MORE STAFF
30. Clearly pass the information out by e-mails or classes. Without the staff having to try to find out how and getting misunderstanding from non-experienced individuals.
31. OBSERVE WAVE 1 OR 2 AGENCIES PERFORMING TASKS. HAVE CONTACTS IN WAVE 1 AND 2 TO CONTACT TO ASK QUESTIONS.

32. You better know what location you want to pay and whether or not it is a reportable payment or not.
33. retire while you can
34. Provide survey information as requested by Edison and ensure that information provided is entirely complete and 100% accurate.
35. Make all pages/screens have an readily available option for print preview and printing
36. I do not have enough experience with the financial component to comment on what to do with the next implementation phase.
37. From a reporting standpoint, be prepared not to get data(reports) to analyze. If at all possible, run parallel with STARS.
38. Ensure all staff required to use system be set up for needed access.
39. Wave 3 SHOULD NOT COME ON BOARD!! There are too many problems that have not been resolved and Wave 1 and 2 are still having problems and learning everyday that something else has not been installed/input in the Edison system. No word on year end closing. Requisitions for contracts have not been put out for bid since request in February. Trying to RUSH EVERYONE to come on board without proper implementation.
40. Have internal training for all employees. Edison training personnel would not customize training for the different applications needed.
41. Hoard supplies and find someone good to get advice from . Tell their Vendors that they are not going to get paid anymore on time
42. More detail on cashiering
43. To ask that it not be implemented until all the problems with this system have been resolved.
44. Be prepared to set additional time aside daily, long-term. It's not a matter of learning a new system. It's a matter of complex, difficult structures that can be learned; but the number of steps don't change or get faster. In addition, expect anything out of the ordinary to take great amounts of time to be worked through.
45. Expect some glitches, but problems should be resolved faster as two waves have been completed.
46. Have a clear understanding of what each staff member does on a daily basis involving the list of financial duties. Designate a person(s) to survey all agency users, i.e. names of all people who execute contracts, or pay invoices or procure supplies, etc. to be sure they attend the appropriate training. Double check the manual steps to be sure that all steps

are included. When a step says 'Select a Category (NGIP Code) don't make assumptions that users will know what that is asking for. Describe the shape of the icons in the manual steps or the specific location on the page.

47. Implement controls over travel.
48. make sure functions
49. Make sure all their critical information is backed-up prior to implementation.
50. Don't know
51. NO
52. Go to a wave one agency to learn purchasing, payment and financial crosswalk from STARS to Edison.
53. No Opinion as I am not involved in any of this
54. have better training
55. Delay implementation until the current users are satisfied with the system.
56. be sure to make Edison a secure site
57. deep breaths
58. Wait 6 months. Do not GO-LIVE at the beginning of a new fiscal year. There's too much else going on at that time to throw Edison into the mix. Get training from the people who have used the program, not the Edison trainers. Plan to print a lot of screen shots for evidence.
59. Test the process before going live.
60. blah blah blah
61. Training before implementation!!!
62. I do not know
63. Prepare vendors for a long wait.
64. yyy
65. provide training to all employees to make Edison work smoothly. It will work if you show me how to do it.
66. ?

67. The class room training is something any one could do at their desk and probably take their time and learn more than the teachers has taught. There is really no teaching involved. I have been really disappointed in the class room classes. We really do not learn anything but set there and click or enter.
68. Start coming in early and staying late and Pray.
69. train people how to use the program
70. all
71. Make lots of notes and have a nice person in Edison's number on speed dial, you will need them, aspirin is your friend too. Have patience.
72. Not qualified to answer that question.
73. Go to training. Use the practice sandbox to familiarize yourself with the various functions.
74. I have no advice because I have no idea.
75. MORE TRAINING BY STAFF THAT IS KNOWLEGABLE ABOUT BOTH THE STATE SYSTEM AND EDISON!
76. I would ask Edison to assign a full-time Edison employee to my agency, so that person can learn about the business processes, organizational structure and existing Chart of Accounts. I would expect that person to analyze the policies and procedures and the business functions and make recommendations to the agency on how to best setup their taskprofiles/speedcharts and other chartfields to capture and report vital accounting information.
77. Attend classes prior to go live and workshops after.
78. online tutorial
79. Have training Classes
80. DO ONE DEPARTMENT AT A TIME
81. I don't know
82. Train,Train,Train
83. Pray
84. Need to try to find a way for faster processing of the daily travel function. Need to try to find a way to not have to enter the same information repeatedly especially when you begin a new month for travel information.

85. I would advise Wave 3 agencies to insist from Edison management that they staff knowledgeable personnel for training. The numerous classes I attended prior to Wave 1 implementation could only be described as abysmal at best.
86. Meet with Wave 1 and Wave 2 agencies for training. The training provided by Edison staff will not prepare them for implementation.
87. Train people correctly, not online
88. Improve training
89. no opinion
90. Pray.
91. know how each employee will use it and train accordingly.
92. stop trying to make this system fit what it was not meant to accomplish
93. I don't know anything about this
94. Get familiar with the Speedchart aspect of the system
95. consult with wave 1 & wave 2 agencies now
96. Make sure agency has attended training and are aware who the superusers are.
97. I can only speak to those using the system to submit travel claims since that's all I do. The on-line training was sufficient for that purpose.
98. some times in the future
99. Seek the advice or help from another agency that has been working in wave 1 or 2.
100. More thorough training of procurement processing staff in each Agency.
101. Attend all the trainings, make your notes, the ultimate is in actual application of the system. As you start to use it, write down the actual steps you are taking. A lot of times, the manual tells you what needs to be done from point A to point Z, It does not reflect individual rolls.
102. KEEP ALL OF US INFORMED AS YOU MAKE THE IMPLEMENTATION.
103. During training, have each trainer know each job before the training so the students can get answers to their questions. Simply reviewing the software without knowing how each job will change is a problem for later.
104. I have no opinion

105. Continue to offer online training.
106. NA
107. Be prepared to explain to many why they haven't received payment. Also, be prepared to redo things that you have already completed because they did not get approved in a timely manner.
108. Talk to people from wave 1 & 2 to find out what problems they have had and see how these problems relate to their agency. People in wave 3 need to look at what they do now and how they will do the same jobs in Edison. See how their job is going to be different. The best way to get an answer is to once again talk to people from wave 1&2, they can provide the best advice. People in Edison can provide the big picture but not the day to day of how the system will work to get the job done.
109. JUST GET READY TO LEARN A NEW THING.
110. Go to the classes, read training manuals and there are no stupid questions.
111. Run very fast Pray a lot Take up drinking
112. The only experience I have had is with the travel input. Training will need to be provided and stress that it is extremely difficult to change errors so make sure it is right the first time.
113. Don't use Edison!
114. Attend in class training, truly pay attention, and practice in the Sandbox before go live.
115. The training classes and manuals do not address actual processes needed to complete transactions in Edison. The training is not geared toward State Government. Instances of credits for AP, etc. are not even addressed in the manuals, online or classroom training.
116. Most aspects of this survey do not apply to my job. I only enter my own travel claim.
117. Go to classes and learn by trial and error. The manuals were not very helpful to me. The on-line training was more effective than anything. But we did not have a sand box to play in.
118. You must train people adequately prior to converting to a new system.
119. a new system
120. Keep at least one person to continue old system until the rest learn the new system so they will be able to continue jobs & will not be at a stand still.
121. Get the correct people assigned to the correct training sessions.
122. Not Sure

123. hang on to A2g system
124. Expect to spend a significantly greater amount of time completing the same tasks under the new system that you do under the old system.
125. Take advantage of training opportunities.
126. Have a cut off date for purchase orders prior to going live in Edison. Have as few as possible open purchase orders when you go live.
127. Create teams of users that are well-versed with their division's needs, and dedicate those people SOLEY to figuring out how to accomplish what they need with Edison. Those people should then get new procedures laid down and approved by their management BEFORE go-live and create manuals for explicitly how their specific division or agency needs to use these tools.
128. Have the procurement person be completely trained in their job--all steps before going live.
129. Attend as much training as possible
130. don't know
131. Make positively sure that all role mapping was submitted correctly and Edison actually loaded it correctly. Take an example of each type of transaction performed to a post go-live workshop and do not leave there until you know how to enter every type of transaction your agency performs. Schedule one on one time with a Wave 1 agency. Listen and participate in all conference calls.
132. I would advise waiting to implement until the bugs have been worked out from the first two phases. It makes no sense to compound known problems by adding another wave of users.
133. Have more classes available to people working with the program
134. Based on your experience, what would you advise a Wave 3 agency to do to prepare for implementation of the Edison Financial component?
135. Get with someone that is already using it on a daily basis. There is no help with the help desk or anyone else. It's mainly trail & error. If it work this minute, it may not work the next time you hit enter.
136. Get as much training as possible. Take a lot of notes.
137. training in person
138. n/a
139. Don't really know.

140. Just be prepared to take longer on the vouchers and don't expect overnight payments to be done. That is one thing I do like about Edison - no overnight payments. I got tired of all these agencies thinking they were more important than everyone else and would overnight stuff just to get it ahead of someone else. If it's waited this long, one more day won't matter.
141. Pray
142. Have online training and then follow-up.
143. Do everything in your power to convince Fand A to abandon this program.
144. More conversation from trainers and super users.
145. Training for Wave 1 was sadly inadequate. Our division were basically on our own and had to teach ourselves the sytem. Get Edison personnel to do on-site job training before and possibly the first week or so when Wave 3 begins.
146. Our Division had a tremendous amount of problems with our workflow lists. If the workflows are not listed correctly, then paperwork will not flow through the approval process smoothly. I thought the Edison training was a waste of time. When you attend all the Edison training classes, you come back to your office with a bookcase of manuals. The problem arises when you have to figure out which book/step/procedure to use and in which order so you can do your job. The workshops we attended after Edison implementation was much more helpful. We brought actual invoices and the staff walked us through the steps to process them. I think a basic overview of the Edison System in a one day training session is all that is needed. Then more consentration should be made on workshops after the implementation. Employees could bring their actual work and have trained staff ready to assist. I would recommend that the conference calls be continued and continued longer than they were. They were very helpful and it was a good source to have your questions answered quickly and to find out if other users were experiencing some of the same problems that you were.
147. Do some live transactions in small groups. Let each person have hands on time to enter information.
148. I don't know.
149. Conduct a training class
150. Don't know
151. Prepare to work significant overtime to get anything done.
152. To date, I am only entering my travel expense claim. After learning how to do this, I have had no real problems. I have had no experience with any other function of Edison.
153. Do more training and practice

154. don't think anything will help
155. I don't know what advice to give
156. CONTINUE WITH A DUAL SYSTEM/ BACK-UP RECORD OF ANY DOLLAR TRANSACTION FOR BALANCING BACK AT YEAR END. RECONS DONE ON A WEEKLY BASIS
157. If it works but it is so complicated.
158. Training people for their jobs in Edison and making sure all questions are answered.
159. Phone conference training after start up
160. Have scanners in place prior to implementation, make sure all role mapping is correct per the new processes. Make sure all cardholders have a backup proxy, correct approvers ect. Move payment card reconciliation and scanning down as close to the cardholder as possible.
161. Ask lots of questions.
162. I feel it will be hard for them to continue to do their work in a timely manner.I also feel my hands have been tied disallowing me do my work.
163. more training
164. pray.....
165. Get the training that you will need before you attempt to use the program if it is beneficial and very informative. The training that I had before going live wasn't exactly what I expected that I would encounter from the real thing.
166. I would advise agency personnel to train and not Edison personnel in order to apply actual processing to the system.
167. Go over the on-line study. It is fairly simple to use. The turn around time is quicker. Good Job Edison.
168. Spend time with a Wave one agency and let them show them the system. The training classes were useless.
169. Don't have any specific suggestions.
170. Get plenty of training.
171. Additional live training
172. Try and make sure that queries necessary to meet your business needs have been created; find out the names of those queries; be prepared to redefine business processes; have

enough office supplies on hand to get through the transition; make sure you are caught up (as much as possible) because you are going to get really far behind quickly; schedule training once you can use the system and try to review some manuals with the live system; find out who to contact and how long updates usually take; learn to look to see if issues have been resolved - there are no notifications; and don't be put off - if you have questions ask, and keep asking till you know what is going on or until it gets fixed.

173. GET RID OF EDISON!!
174. Don't know!
175. Understand which functions each area will use and only train those users on the functions they will use. An agency user outside of budget and accounting does not need all the online training but you have to scan through it all to get to the components for use outside budget/accounting.
176. More training
177. it seems to be working well
178. Time and patience
179. Get everything processed in stars that can be processed.
180. Find a wave 1 or 2 experienced person and shadow them for a few days so they can get the jest of the new system. Have a buddy system.
181. Get a copy of the data structure and refuse to go live until a data structure is provided. Using the data structure, be sure that you have developed internal reports to supplement Edison reports to assure that your management has the data they require.
182. Other than going to the trainings, there seems to be no better preparation than to actually get into the system and work through it. As it works properly, it is fairly easy to navigate and work though.
183. First major problem for me was training before implementation of Edison was not very effective. Actual workshops where you would bring your work and someone walking you through it was much more helpful. I don't know how you could have prepared except to have all work up to date before Edison starts.
184. Complete any training that is offered.
185. Don't know.
186. n/a
187. Hold on to your seat and stay on your toes. Seriously!!

188. What I see is a people problem rather than a system problem. It appears different to some people, but it is just accounting like other systems. Resistance to something new is a big thing and a great excuse. Also, you defeat the purpose if you continue to insist on running STARS/TOPS instead of Edison
189. Visit an agency already up and going to see the process in action.
190. Review Vendor files for reportability requirements. Have program managers for grants ensure that grantees have complied with request for W9 info.
191. Participate in trainings after implementation. Pre-test if possible.
192. MORE TRAINING ON FILLING OUT THE FORM.
193. Learn how the system works. There will not be a lot of advance training. Overall the system works well, and is much better than the previous. Be ready to make a few mistakes, learn from them and pass the "lessons learned" on the rest of the people in your agency. DO NOT DEPEND or rely on the EDISON HELP DESK. Utilize the "computer and system savvy" people in your agency to teach others.
194. Schedule in class training.
195. Try to get GOOD training!!
196. Wait to go live until the component has been cleared of more issues.
197. I do not have enough knowledge of Edison to make any suggestions here.
198. more training
199. Don't rely on Edison training to prepare you. You should meet with a wave 1 agency for help and training. Also, lower your expectations of the amount and quality of work you will be able to process in Edison. Expecting to accomplish the same amount of work you will be putting enormous amount of stress on yourself.
200. Be patient. Explain to vendors well in advance of the slow payment they can expect until things are better resolved. Prepare supervisors for the extra time it is going to take to approval travel and reimbursement claims. Prepare supervisors that they will need to check their Edison task lists daily to stay on top of approvals necessary.
201. Don't waste time on the online training or the class room training.
202. There is nothing they can do. This system is going to be forced upon them just as it has been on other agencies. It's a terrible system.
203. MAKE sure that there WORKFLOW is set up properly. Make sure that they have all their speedchart(s) correct, that Edison has all their correct shipping and billing locations.

204. Keep your legacy systems online and rely on them instead of Edison. Test Edison extensively and see how well it performs compared to legacy components. ONLY when Edison reliably exceeds legacy performance would I consider Edison as my main Financial Component tool.
205. Attend training. However, you have to use a system to get familiar with it. Hands on experience
206. Get with an agency that has already been on Edison to prepare for what they will be seeing, because the training doesn't prepare them for what they will actually encounter.
207. Better training and more time to implement.
208. A lot of training.
209. buy everything thing they need NOW
210. Save the requisitions several times in case of time out. Always check the accounting information for accuracy.
211. Use an 'in-house' train the trainer approach - having someone who is available as staff use Edison initially for entry of contracts - and who stays current on changes made to Edison processing!
212. Ask for a vocabulary cross-walk from prior system/activities to new Edison system/activities. This will help participation in trainings make more sense. Write your own notes in the margins of the manuals because steps may be out of sequence.
213. allow a lot of time. make sure it is backed up somewhere else outside of Edison in case it disappears and you have to do it all over again. know that getting a car from motor pool take longer, but you get your travel reimbursement a lot sooner.
214. make sure adequate training is available and that employees participate
215. Tell vendors to prepare for late payments, as much as 12 weeks late.
216. Visit an agency counterpart who participated in an earlier wave and actually practice entering information. This will allow you to ask questions along the way and enhance your comfort level with the system.
217. Train and create a cheat sheet. I forgot a lot of the information I learning in class by the time we went live and I had to use the system.
218. I have no idea
219. have no suggestions
220. Better training

221. hope an extension is granted for use of tops longer.
222. More sure they test the system to see if it is comparable to what they are going to be needing.
223. I don't know.
224. Go to training
225. N/A
226. Be open to change and have someone in the agency that really knows the system so they can give everyone cheat notes in english.
227. I can not adequately answer that question
228. Be patient and hire someone from another agency that can train, using their knowledge instead of learning on the job.
229. Not to switch
230. Scrap it
231. Sufficiently train employees IN ADVANCE
232. Train their people on what they will actually be doing as applied to their job instead of something generic with the instructors saying they don't know whether what they are training them on will apply or not. We were told this many different times during training. With the way the training was set up during Wave 1, the only thing we learned to do was hit enter.
233. MORE INTENSE TRAINING
234. Meet with agencies that are already on the system.
235. ensure its employees get online training & continue to refer to the modules as necessary. online training is most beneficial because it is hands on & allows the employees to see how they will use the edison financial component.
236. no advice
237. Have a positive attitude.
238. Need the Supervisors to be very well trained in the transactions to be processed within their unit. Our supervisor taught us what we needed to know and advises us on changes.
239. Make Edison more user friendly.
240. have patience

241. Conduct more "hands on" training with field staff, not rely on the "see it, try it" mode of training
242. Talk with and observe a Wave 1 agency for the processing of each module, role mapping specific's, query's that replace reports from the old system, setting up of speed charts for each module.
243. proper training in advance.communication on who to contact if there is a problem.quick response to all problems.
244. Give us more time to learn the system before going on to something else.Make sure problems are worked out.
245. Attend more training workshops. Workshops need to be held within their own cities. Traveling long distances (Knox to Nash) tires you out so you can't concentrate as well.
246. ASK FOR HELP FROM AND WAVE 1 OR WAVE 2 PERSON IF POSSIBLE. YOU WILL NOT LEARN UNTIL YOU ACTUALLY WORK IN EDISON.
247. Get Trained. I think people are not taking this seriously. They think they can operate the same OLD way. They need to quit fighting it and learn how to use it.
248. I don't know
249. Don't listen to all the negativity surrounding implemenation. While Edison has a considerable amount of opportunities, its to be expected. So I guess the agency should have a "a glass is half full" approach to implementation. But if I had to give some tangible advice ... Management of Wave 3 agency really have to think through the role mapping process. A majority of the problems my agency experienced in the beginning is because of personnel not having security to do their jobs.
250. Have conference calls/connect pro meetings with agencys and let the Super Users go over the screens they will be using.
251. Exercise patience and give Edison and supporting staff a chance.
252. No advise
253. Call the Help Desk and Edison staff constantly with complaints. Maybe if enough people complain, some of the issues that have been going on for 5 months will finally get resolved, though I doubt it. They need to pay as many bills as possible in STARS, because once they get into Edison, it could take months to get vendors paid.
254. NA
255. Receive training that is applicable to the job that they actually do, not the broad, general training; have someone in training who has used the process to do similar work. Pay attention to small details.

256. NO IDEA
257. Be patient that the problems will be fix in a timely manner.
258. Run for the hills.
259. They have to attend the class and also using on line clss.
260. Does not apply
261. Provide adequate communication.
262. Better training BEFORE implementation
263. Jump in learn the new system.
264. Too much information is giving during training. I don't have to know how to build and engine just to drive a car. I took 7 classes with 7 manuals with a total of several hundred pages of materials to use. In the end, I was handed a book with 62 pages of instruction and was told this was all I needed. Due to all the failures and mis information in the new system, there is no cost effective way of getting results in processing requisitions and purchase orders. In just time alone, it takes three times longer for approvals to create a complete purchase order.
265. Give more training in startup
266. Be prepared for Edison to be more labor intensive than STARS was. Ask for Edison training classes that have you do more than press 'Enter' to learn how to do your job.
267. Make certain that they have someone within that understands how to use Edison's query tool.
268. Agencies should get a clear understanding of how Edison impacts their specific business processes. The Edison training is very basic and many times does not apply to specific facility functions; therefore, the training leads users to false expectations. Training needs to be designed and pushed out to staff that applies to the way Edison will be used with their specific functionality. Agwencies should make certain business processes are flexible enough to accommodate system restraints.
269. Have on hand training and work actual processes to find out the problems and how to correct them as proceeding along.
270. The only experience I have had has been with travel claims. I would recommend having the supervisors be aware of when travel claims should be coming in. Half of our supervisors do not receive notification from Edison when they have a travel claim out there that needs approving.
271. Ensure that Role Mapping is correct.

272. Have no advice to give.
273. Prepare to be own your own. Do not expect support or answers of any kind. Get the NAME of one of the few Edison staff members that can actually help and their phone number. Forget the help desk.
274. train
275. Be prepared to maintain addition summary information and historical information.
276. work out the bugs before going live.
277. Seek advice and knowledge of personnel in other agencies regarding what to expect.
278. na
279. I recommend that the system be corrected for errors and the Sourcing actually function correctly prior to Wave 3 becoming active. Reporting will also be an issue.
280. run & hide!
281. More adequate training by qualified persons and follow-up communication after implementation.
282. I don't know
283. Continue to ensure accuracy in all areas and provide a secure system in which to submit information and receive financial information. Continue to submit information and pay in a timely manner.
284. Demand that the training be tailored to the job at hand--not just a series of power points on general navigation.
285. More training prior to implementation. During the initial training period, most employees did not know what questions to ask. We didnt know what to expect.
286. Utilize the Post-Implementation resources. Be involved in the phone calls and workshops. Develop contacts with Wave 1 and Wave 2 agencies to help them with transactions. Expect delays at first. Provide essential support to the staff.
287. Don't Know
288. Be prepared to spend more time than previously needed for any and all functions in Edison
289. Fix known deficiencies and improve training
290. don't know

291. Communicate with agencies already using Edison.
292. Hire extra staff to accommodate the increased workload caused by Edison
293. Take the online modules very seriously and read up on notes from training.
294. Not sure.
295. Be prepared to spend a lot of time with OJT doing Requisitions and Purchase orders and waiting on approvals and vendor payments....
296. make sure agency have informed all key players and each key players is aware of all other roles
297. provide cheat sheets for functions that are not performed daily
298. More practice..practice..
299. more training for all involved
300. Don't make mistakes with employee's salary and longevity.
301. Gradually introduce the new system, or maybe work side by side with new system for a few months to see which one performs the best.
302. I suggest visit the ones that are using Wave 1 and Wave 2. It will give them a better understanding how it is used, and be prepared before Wave 3 starts up.
303. Understand that their current business processes may need to change to do day to day business.
304. better training prior to implementation
305. More training
306. n/a
307. Have an open mind about using Edison. As long as it does what it is supposed to do, your job should be easier.
308. Impossible to prepare. Data just disappears.
309. not familiar with the financial component to have an opinion.
310. Be very careful in setting up role mapping.
311. Schedule more time to complete task

312. Realize that manuals are incorrect. Things will take a lot longer in Edison. Nothing seems to be easier. Be prepared to use more time.
313. More Training
314. Train the people that will use the system
315. have a paper copy of all your information because it won't all convert and you'll have to do it manually!
316. get ready for lot of overtime
317. AT THIS POINT I HAVE NO RECOMENDATION
318. spend more time learning then training staff on the use of the system.
319. To wait to come on the system until we fully implement and refine what we have already.
320. Ask other agencies for help, if one need's it. Experience from Wave 1 and 2 will help ones' in Wave 3.
321. Do as much planning of the new procedures as possible. Learn as much as possible about Edison. Review review review.
322. Unless the Edison Sourcing Module is proven to work, I do not think that Wave 3 agencies should be added to the Edison system and that Wave 1 and Wave 2 agencies be removed from Edison and placed back on TOPS.
323. attend training
324. Get as much training as possible, cross their fingers, and pray alot.
325. more class room training and hands on training.
326. Make it easier to submit expenses claims.
327. Meet with employees from wave 1 and 2 to know what problems their having.
328. Training, training, training and ensure that reports run and give accurate data and information.
329. Spend as much time as possible with Wave 1 employees for training.
330. Scrap Facility Max.
331. don't know

332. pray they don't implement it until ALL issues have been resolved and make Edison provide training - don't accept " you're lucky we can train one of your people - some agencies had no training"
333. teach employees more about retirement management
334. Talk with a wavy 1 or 2 agency about how business process may change.
335. Better training, decrease in requirements regarding computer time requirements
336. Make sure you complete the online training and have hands on training.
337. Go to the various agencies and SIT with the people who actually use the program. Get on the job experience so they can better understand the daily functions.
338. Be prepared that security access to needed components will not be correct and it will take a while for it to be corrected.
339. Always more training before starting something new
340. In class training must be vastly improved. I would give the in class training I received (3 classes) a D+ grade. Terribly disappointed in the way the classes were conducted and the rushed atmosphere of each class. Instructors were knowledgeable but rushing through lessons and just clicking buttons is not good training. Also, some of the training I was required to attend was not related to my job duties. Mapping was poor in my opinion.
341. Be patient and work out the bugs as they appear.
342. All I can say is be prepared to learn as you go. The in-class training, the online training, and the manuals provided little assistance for performing your duties. Also, I personally recommended that a paper trail be created, so that if an error occurs it can be fixed within a reasonable amount of time. Furthermore, I recommend that they be as patient as possible because Edison is a much more tedious system as compared to the TN3270 system that we previously used, which by the way worked fine despite its age.
343. Go to training and be patient!!
344. Don't Know
345. Ensure complete testing and user acceptance prior to implementation.
346. ?
347. Continue to use the old system until properly trained and familiar with the new system.
348. Get the Edison team to work with you on how the system will work with your business processes.
349. practice every chance you get.

350. Make sure everything your agency does will be up and working in Edison.
351. training more training
352. Make sure that the role mapping is accurate. The Approval process can take more time than previously. Learn about the Edison Queries. They are very beneficial for Tracking PO Approvals, Researching Contract number crosswalks, and various other functions. Work in the Sandbox more. Don't be afraid to get in it and become comfortable with looking at the screens and knowing how to navigate. Don't be afraid to try to figure out your own problems. You may have keyed info incorrectly, therefore it won't process correctly. Read the error messages that come up- they are the key to correcting the mistakes. Keep a list of new terms at hand. It's hard to get used to calling an object code an account number, and an Allotment code a Dept. ID. When using a speedchart, key that first before entering other distribution info. It will remove the quantity and the account number, so be prepared to fill in those blanks again. Have your list of Account numbers handy, and highlight the ones you use most. Have crosswalks handy to know what Dept ID to use for an old cost centers. Write new procedures that are easy to understand as you learn a new task- and share your discoveries with others. Set up a network of buyers who can assist each other. Know who to contact to correct or adjust the Approvers. Don't be afraid to get in there and try it!
353. Verify Edison has not changed default information.
354. Retire.
355. more training
356. Contact someone in Wave 1 and let them tell you how to do things if they have figured it out. I have personally helped at least 5 people in other agencies and departments. Several has said that they learned more from me in a couple of hours than they did in days of Edison training or manuals.
357. not sure.
358. Stay with the old system.
359. Work internally to see how current procedures can mesh with Edison. Study manuals to sift out what is specific to your agency. In implementing, make a list of steps to take in data entry for people keying in the billing information.
360. none
361. Unsure
362. Postpone, pending a complete analysis of the entire portal processes.
363. What is Wave 3?

364. Attend pre and post go-live workshops; they were very helpful. Ask for help and make your issues known so that they can be addressed.
365. GIVE MORE TRAINING
366. Ask how the transactions they are doing currently will be handled in Edison. Ask what forms/procedures have changeg.
367. no answer
368. pray
369. Hold workshops that allow for supervised inter-action with the system.
370. Try to shadow another agency that had already implemented in Wave 1 or 2.
371. Listen to the end users and agencies and attempt to implement what they need in the stead of how it will be.
372. training
373. no opinion
374. Try to learn how specfic job duties and function under star will translate to Edison. It is like they created this system but didn't pay much attention to the pre edison work flow and the after edison work flow and how they differed.
375. Get with wave one or wave two agencies that have similar transactions and see what is neede to process the transactions. What the glitches are and what is looked for as far as F & A Accounts requires with Edison as opposed to STARS.
376. Wave 3 should not, must not, be implemented until all prior issues are resolved. In this situation, more usage does not less issues make. There will be more employees using a system that does not work properly, thus increasing Help Desk issues and Edison programmer issues.
377. not expect too much
378. Get all the training available.
379. Don't Know
380. don't implement until everyone is properly trained.
381. Have staff do a few AP vouchers and see if they get approved by Accounts before processing in bulk. AP staff needs to understand the selection of vendor locations in regards to 1099 reportable payments.

382. If possible, wave 3 personnel should talk to someone who does the same job in a wave 1 or 2 agency to get advice. The manuals do not help answer questions.
383. Wait one year, at least. Until all of waves 1 and 2 are working well before going forward. Otherwise, scrap the whole Edison project. It has to work correctly 1 and 2 before 3 is thrown in. Presently, many people are very frustrated in trying to determine HOW to do their requests for whatever and make sure time reports, requests and payments are done in a timely manner. The Edison system does not reduce the amount of time spent on a project - so far, it has increased it at least 30% - in some instances more, in some less - but Edison has increased time on ALL projects.
384. The problem lies in the fact that the budget is squeezed, therefore not enough employees to work and process transactions and payments into edison, therefore work is not entered and reviewed accurately, employees are trying to hard to get things entered and keyed, they are working long hours and getting tired,
385. test those speedchart codes to ensure that all the detail is recorded correctly in the fields; prepare prompter sheets that highlight frequent errors and what codings to choose to prevent them; query the Edison Vendor file to determine if any current or intended grantees/payees need to be added and send out W-9s
386. Better Field Office training
387. Refuse to convert. Maintain internal programs (spreadsheets, if needs be) to provide information to upper management and other agencies.
388. Make sure you know who to contact if you are having trouble with the system
389. don't know
390. No comment
391. na
392. to call agencies who have experience already for help.
393. This system is a retail system that has been adapted to try to meet the needs of the state. Too much effort is being spent with government employees having to log increased time to try to make this system work. The system needs to be reworked however it seems like the state is going to bend to Edison and Peoplesoft instead of forcing Peoplesoft to produce a product they promised.
394. workshop training
395. Training is a plus
396. They need more training on the job they will be during.

397. Make sure you have enough training and expect things to take more time than first anticipated.
398. Ask training classes to assist in agency specifics regarding financials in Edison as compared to the prior system.
399. delay until Edison is replaced and STARS returns...
400. I do not know.
401. Do not know how to answer
402. DON'T KNOW
403. a lot more hands on type of training - the online training may be good for some but there are some people who are not disciplined enough to maintain an understanding just by reading.
404. don't know
405. Don't know
406. would not advise
407. Adequate training and testing occur prior to implementation.
408. don't know wave 3
409. get online to review all the modules and ask for all the training possible
410. There is nothing they can do to prepare for it. The classes do not help because the teachers don't understand the role of the agencies. They only understand the technical part of the Edison system and don't understand how to make that work functionally for the State.
411. Be patient and take good notes to referring back to your manual and ask questions if you do not understand ..Get name of your superusers to talk you thru your difficulty.
412. Do not use copy/paste option on travel
413. Attend available training and keep all manuals handy
414. Provide clear, accessible, timely assistance especially during initial implementation.
415. Get with agencies actually using the system and receive training from them. The "trainers" hired by Edison were zero help as they did not know my job and how to relate that to the system.
416. STEP BY STEP INSTRUCTIONS

417. Spend alot of time on role mapping and go to other agencies and see how it's done hands on.
418. Attend training and talk with counterparts in other agencies to see what they did when going live in a previous wave
419. Make sure the role mapping is what they want. Read manuals thoroughly. Take advantage of all workshops and conference calls.
420. Wave 3 should be to abandon Edison.
421. assess / work through how existing business processes will function in Edison prior to implementation
422. Demand better training in terms how to really apply the business processes instead of just navigating through a module. Demand a class on Financial Reporting.
423. They need real training to be prepared.The training that we received was a joke!They read the manuals to us.
424. Start using Edison.Don't procrastinate it will not make things better.The more you use it the more you learn. Talk to people that are using Edison. They can be a life line to a problem. Get their notes if possible They went through what you are going through.
425. Really don't know....it has just been trail & error.
426. No advice at this time
427. don't know
428. Allow ample time to process transactions
429. Ask a wave one or two agency how to get the job done because the classes and help desk are no help at all.
430. Have as many TOPS PO's cleared up as possible so that do not have to re-enter in Edison (double work). Get as many vendors paid for services and notify them of the change over to Edison.
431. The training should be specific to their agency. Agency should pay close attention when role mapping their employees. Agency must decide how they wish to use the system prior to start date. Impress upon their employees that it will be different, stressful, etc. but they will survive.
432. Be prepared for your normal job duties to take double the time to complete.
433. Training more specific to the job being performed. Training has been to generic.

434. An employee who does not have an accounting background should give the purchasing/travel information to an accounting knowledgeable employee who should be responsible for entering the information into the system. A good example: This survey it decreasing my productivity.
435. TEST THE SYSTEM MORE AND INSTRUCT EMPLOYEES HOW INFORMATION SHOULD BE MAINTAINED BEFORE IMPLEMENTATION SO THAT TASKS DO NOT HAVE TO BE PERFORMED TWICE
436. sit with wave 1 people. make sure wave 3 double checks mileage and total amounts are correct
437. Don't understand any of this
438. Be very vocal regarding answers to pressing issues regarding your specific agency. Network with other agencies and fiscal directors. Seek their expertise and knowledge before and after 'go live'. Participate in all conference calls and available workshops.
439. Be sure and read all manuals and attend any training classes. Take time to learn and understand all the aspects that this program has.
440. In training cover more than just a basic easy example of something. Go into more depth and give a better manual out to users. The examples we get now are so simplistic when we run into a situation at work we have nothing to refer to.
441. Everything that they have been told to do by Edison implementation team
442. Training, training, traning
443. Adequate training with time for testing prior to implementation. Provide quick access to personnel who can assist when issues arise.
444. More on hands training.
445. Go to all of the training offered.
446. Make sure you have all the training manuals you need and don't follow them step by step.
447. First I would recommend computer training classes so those used to terminals off the main frame can use a standard PC with webb applications. Second, TRAINING! Attend and ask questions, think about how this applies to the real world of your job. Attend workshops (which are not training classes) and participate with real issues. TAKE NOTES! Learn how your job fits in the scheme of business. Most agencies have "specialist" on the assembly line process and don't know what their role does in the process. The system bring a new and professional way of doing business and the State made a business decision to move to system that requires participation and commitment to the task at hand (professionalism).Finally, management needs to be MANAGEMENT

and show some leadership! Give the employees faith in what the agency's mission is and set goals, promote hard work and create an environment desired by good employees.

448. Get as much processed as possible through the old system. Train everyone, double check that everyone is mapped correctly, be prepared to write your own manuals once you are on the system as the ones we are given are terribly inadequate and do not cover all workflow and job needs.
449. More training...more training...more training
450. more hands on workshops
451. allow managers to correct/enter and approve time in a more timely manner with fewer accesses required.
452. Half day training before going live.
453. one on one training
454. For those with abundant knowledge of the system to have hands on classes with their employees since the Edison training we received prior to implementation was simply a click through class and the instructors didn't understand how we would be using the system.
455. Have More Training.
456. unsure
457. run like the wind
458. Training
459. I don't know
460. Pay all bills in the legacy system before transitioning over to Edison.
461. Study the materials more.
462. get as much training as possible
463. Wave 3 people do not have to rely only on the training that they are going to get. They have to experiment and make their own "What if" situations to see a better picture of the system. The training is set to just make you do what they want you to do. It does not show you your work-around the system to arrive at the reports/pages that you need to view.
464. Pray, look into early retirement. Go and sit with those who have slogged through this mess. Read the manuals put out by DGS purchasing. Make very good friends with people

in other agencies who perform the same job function. Record all of your specifications in Word.

465. GET SOMEONE AT EDISON THAT KNOWS HOW TO TEACH END USERS. NOT EVERYONE CAN TEACH JUST BECAUSE THEY CREATED OR KNOW THE SYSTEM. END USERS NEED NOT BE OVERWHELMED WITH A LOT OF TECHNICAL VERBAGE, JUST THE PROPER STEPS TO ACHIEVE THE GOAL. THEN IF THEY HAVE QUESTIONS, EDISON CAN ADDRESS THOSE ISSUES.
466. Simply some of the steps to complete a travel claim. make more user friendly.
467. Make the system user frindley not for computer pepole make it easy to use
468. boycott the system
469. Demand On Site / On the Job Training.
470. PRAY
471. Do everything possible to avoid carryover of actions from TOPS or POST to Edison. Complete the activity in TOPS or POST before cut off for conversion to Edison.
472. I really don't know what to say other than learning the various screens and what is required in the various fields to complete each order. In the procurement area only repeating the process will help you learn what steps are needed to complete the task.
473. No comment
474. Know who to contact for assistance. The help desk was honestly never much help at all. It's good to know someone in another agency or have an Edison contact who can help.
475. To continue doing the same
476. Attend Training and the workshops
477. Communicate internally with all division involved in processing all tractions prio to going live. This will allow all areas to voice their concerns prior to meeting with Edison staff,all division within F & A involved in the departmental processing. To include Accounts, General Services, OBF.
478. Have more training of what they will actually do. The training I recieved taught me how to use a mouse more than anything. It was not until I started using the system that I understood what to do and how it compared to TOPS. If the training is not designed around the peoples job function then they will get nothing more out of it than how to use a mouse and a bunch of binders filled with information that do not know how to use. I am a Super User and really had to learn what I could and could not do. I also taught my departments field offices how to use the system and short cuts to make their life better.

479. unknow
480. more training before moving into another phase.
481. Take the time to learn how the system works and use the training material that is available to everyone online
482. Contact Wave 1 and 2 agencies for needed information. Oftentimes, staff in those agencies know more from trial and error than Edison and F & A staff about problem resolution.
483. Go to all training
484. Have Edison fix all the problems before starting phase 3
 - 1) Understand that the asset management module is not like the old system and pertinent information the end users are used to using did not get transferred over2) More time and screens are required to perform your financial job responsibilities
485. ?????
486. Take the training prior to using the system. Know who to call for assistance.
487. GET MORE SUPER-USERS. DON'T KNOW WHO OR HOW THE SUPER-USERS WERE PICKED.
488. Best case is for it not to happen until all glitches flaws and bugs are fixed.
489. More through training and detailed manuals
490. Make a notebook of all the speed numbers, employee numbers, and any "look up" info. Have super users give quick. "down and dirty" instruction to users.
491. Use manuals and seek advice of Wave 1 and Wave 2 agencies when needed.
492. Attend workshops/conference calls with other Wave 1&2 agencies. Bring actual work(unique to that agency) that could be done at the workshops. Wave 3 superusers connect with Wave1&2 Superusers.
493. Pray
494. Make sure all staff are properly trained.
495. nothing
496. Attend Workshop training.
497. Not sure

- 498. Get with an agency that is already on and learn from their mistakes.
- 499. Make sure that your people attend training and actively learn. From our experience, many people may have attended training but they may not have taken it seriously. Also, clearly define your superusers so that individuals have resources in their agency.
- 500. Online training; study manuals; practice with patience
- 501. group prayer
- 502. Read procedures carefully
- 503. I don't use the Edison system's Financial aspects
- 504. proper training
- 505. unknown
- 506. Contact Wave 1 and Wave 2 agencies to determine problems they had with implementation. Stockpile supplies, eliminate all leave and travel for essential personnel one month after go-live, authorize overtime for these staff. Ensure all vendor payments are as current as possible before implementation. When compiling year financial statements out of Edison, run similar reports from Stars for comparability.
- 507. Use real life situations and numbers to prepare.
- 508. Pray.
- 509. Take any, and all, available training offered. The Edison program appears to be built upon similar code. Any training in one module will be beneficial in another module.
 - 1. TRAIN TRAIN TRAIN. Attend the classes, learn how the modules interface with one another. Ask questions in class and put into perspective how the modules will work for you.
 - 2. Pay close attention to your role mapping. Many of us in wave one as approvers to not feel we have control of our budgets because our central office can approve and process payments before we even have the opportunity to see it in workflow. I must comment directly and honestly, our major issues within Edison have not been with Edison directly, but with General Services. The content team of General Services has EXTREMELY negative attitudes. When purchasing issues arise and agencies call the help desk, they are told they must call the content team of general services first. The content team has very little knowledge of purchasing in Edison on an agency level. Many have not attended classes themselves and will tell the caller so. They are very willing to share with you how much work has been bested upon them with little regard to the difficulty the caller has. A major portion of the delayed instances that have not been addressed or are still pending are waiting on responses and/or corrections from the content team. The Edison team usually corrects issues within a day or two. Purchasing issues being managed by content team can go months without resolve.

510. get rid of edison
511. Not sure.
512. do more in class training
513. I AM CURRENTLY ONLY DOING TIMESHEETS
514. Attend training classes and utilize practice modules if applicable
515. send someone to the field units for more one on one training.
516. People need more training, and manuals need to be improved.
517. ask for more detailed training simulation for aspects of system that you will directly be using
518. If possible, visit a Wave 1 or Wave 2 agency and try to learn from their experience.
519. don't know
520. Have employees take the required training. Be prepared for change and take a proactive approach to making sure that the agency can do it's business process.
521. I don't know anything about Wave 3.
522. Be prepared to enter and re-enter information (Payroll). Sharing information with co-workers is very important. Be prepared to wait to find out if you have any corrections (Payroll). You will have to do your payroll at least once a week or you will get an exception. Make sure all leave requests are entered before you start your payroll or you will get an exception. Trying to clear up all these exceptions takes time. Travel Claims are very complicated and takes twice as long as before. You may get reimbursed quickly or you may not at all. Two employees fill out claims at the same time for the same trip(went together), one gets paid quickly and the other had to wait 3 or 4 months for reimbursement. Same information on both claims. Continually check your check stub as some vary month to month. Insurance not being taken out for two months or longevity being paid two months in a row. Look for decrease in longevity when it is included in with your regular check. Puts a lot of people in a higher tax bracket.
523. ensure that all legacy orders are processed well in advance of go-live meet with a wave 1 or 2 agency to gain experience
524. No advise.
525. As I only work with the travel module, my advice would be to do additional training with supervisory employees. The on-line training for approvers is very insufficient.

526. Provide better communication among all who deal with financial components of the edison system. Everyone in each agency needs to be given a general overview on the financial component and how it may effect or impact their job responsibilities
527. Make sure all vendors or individuals are set up in the system that you would need to pay. Also, any item from an agency contract that you will need should be loaded in as soon as possible for you access to requisition.
528. Have operational functation organize.
529. better and more complete training
530. I have experience only with travel. I do not deal with any other components of the financial module, and thus, cannot provide any relevant advice.
531. More training
532. be prepared for issues
533. don't really know
534. better training, wait until glitches are fixed and have better communication beforehand
535. ?
536. Check the manuals to see if instructions are correct and nothing is left out.
537. train supervisors re approving travel
538. Continue with alternate records as a backup to Edison
539. Not sure at this time.
540. Talk to prior users about procedures that will no be found in manuals.
541. Provide sufficient training on how Edison works and make sure management is ready for responsive troubleshooting of inevitable problems.
542. The training needs to be focused for the jobs concerned i.e. Accounts payable need to learn Accounts payable. The training needs to be specific, not so general.
543. continue surveys
544. Set with a Wave 1 or Wave 2 agency and allow them to walk you through the process.
545. Train as needed.
546. Train, train, ...and train some moreacknowledge issues and problems, instead of trying to cover them up.

547. Pay attention in class and attend any workshop available to you.
548. More Training
549. make sure everything is current and up to date from processing in legacy systems. Don't start Edison behind, but try to start ahead.
550. Wait until all the issues with the current users have been resolved and that the proper reporting functions have been put in place. Without these reports it is very difficult to see some issues.
551. pilot test all processes used by prior system in person; face to face; side by side with key staff that use them daily; get 95% results before moving on
552. Arrange workshops to deal one on one with encountered problems
553. If they deal with peoplesoft get training before using it
554. I have not had wave 1 or 2 so how could i look for a wave 3, ive had no training class on edison
555. use the manual, don't hesitate to call help desk, expect the worse, hope for the best
556. Try to find someone in a wave 1 agency that could spend some time training their staff. This is already occurring informally. I think that most wave 1 and 2 agencies are providing as much training as edison staff at this point. And the actual users understand the old systems, the new system, and the pitfalls of both. To say that Edison had training prior to go-live would be a gross misuse of the term training. Most of the "instructors" did not know anything about the old systems, the new system and in some cases not even the subject matter they were teaching.
557. Make sure that access mapping is tested and works prior to startup.
558. run dual systems until everyone is on board
559. Find a better system!
560. Somehow get hands-on training in the specific areas which those individuals will be using within the system- provided, of course, that the training can be obtained.
561. Get the security roles correct. Get the reporting working. Get the asset inventory working. Get the workflow pathways corrected.
562. Get as much in the old system as possible.
563. At this time I have no comments
564. Train train train train train

565. Take Classes
566. Just the knowledge that what is going to happen procedurally and physically would eliminate the abrupt element of confusion. We went from one week doing a pay run in STARS where we just initiated the run, printed a voucher register, acquired signatures and sent it out for payment - TO - doing a pay run, finding out there would be no voucher register and sat down in front of the computer, was instructed where to go to pull up transactions and fumbled our way through approving payments. First time we had seen the screens. So I guess I would suggest that they request a practice/training session so they at least know what they will be looking at. Not just an online tutorial that doesn't mean anything to what you are doing.
567. Experience has only been related to travel. Don't know how to advise in other areas.
568. don't know.
569. Training, training, training, and not just for super users - all staff who are involved in the use of Edison should receive classroom (not online) training.
570. Hold one and be prepared to do triple work. It is taking up to 6 months to order materials and supplies. So make sure you have contact information for all your vendors, contact numbers etc. Hope you have a stock pile.
571. I don't know what a Wave 3 agency is so I can't answer this question
572. better training before people are required to use the system
573. TRAINING!!!
574. have more hands on training
575. I believe the persons going to use the component should be required to have the training. In some cases, we are expected to figure it all out on our own rather than have training.
576. Detailed Reports
577. Make sure everyone involved knows what is going on more than 24 hours before implementing the system. Eliminate the need for doing everything twice, once in Edison and once still on paper.
578. More in-house training with instructoras well as online training
579. More communication and training
580. Make sure everything possible is up to date before implementation.
581. Familiarize yourself with the system beforehand.

582. Be prepared to spend extra time when dealing with Edison and how much money it costs the state in man hours as people get behind in work and late fees when processing payments
583. I have had only limited involvement with the Edison Financial Component so I can't really offer advice.
584. Learn the new accounting speedcharts and chart strings as well as not only attend class, but pay attention. To be in class physically is different than to be there mentally and physically.

Wave 2

1. prepare to wait and be online for lots of hours
2. I only use travel
3. more on hands on training
4. complete training.
5. contracts need to be in effect - properly entered - speed charts, account codes, department id's need to be readily available and accessible - work in draft form needs to be able to be saved people who actually work in the trenches of the particular module need to have more real world experiences to train them on its use.
6. Please do away with this awful system.
7. NA
8. Be patient, very patient and stay calm. Don't let it stress you out!
9. x
10. GET AS MUCH CLASSROOM TRAINING AS POSSIBLE THE ON LINE TRAINING DOES'NT HELP THAT MUCH AND DOES'NT PREPARE YOU FOR THE REAL PROBLEMS.
11. Get more training
12. I am not sure.
13. be patientask ask ask questionscheck with other agencies
14. More focused trainingAsk more questions about how the system works
15. Ask questions that pertain to specific job duties.

16. Take full advantage of training opportunities workshops and conference calls. Get to know the 2nd level Edison support staff.
17. Make sure that all of your agency locations are listed, the PO will show the ship to address, since my employees work location is not in Edison, often items he purchases end up in my office and not at the shop, where it belongs. Ensure that you are included in the approval listing if you supervise or manage a person or program. Contact your vendors prior to going live and explain to them that there may be some delay for the first 30 to 45 days you are live.
18. No suggestion
19. Have in house training about how it applies to your Department.
20. Ensure that critical staff receive the appropriate training. Give staff time to actually go through the training before mandating use of Edison.
21. Hands-on practice is the way I learned, more than from classes/training
22. I would tell them to get with Wave 1 and Wave 2 agencies and ask questions. Those agencies have the knowledge, not Edison people. We've basically had to figure things out on our own working with other agencies. Also, listen to the conference calls - they are very helpful.
23. Attend every class available and read all the manuals.
24. Attend the workshops held in Nashville by Edison personnel. Obtain written procedures from F & A for processing requisitions, purchase orders and asset purchases. Obtain procedures for processing payment cards and have a plan for implementation before going live.
25. Get ready for a rough ride but it will get better!
26. Bills need to be paid. When a field office has telephones turned off for non-payment, this is unbelievable for a government office. And when a supervisor is told to approve invoices for payment but has no idea what the bills are for - and questions it - but is told to just do it anyway, something is bad wrong.
27. Find out what modules you will need to be working in and find out how they work
28. Get as much in-class training as possible and specifically make them give you step-by-step about how to deal with the PeopleSoft deposit submission piece. Although all our training was "rushed" the PeopleSoft portion was the biggest mystery to our staff because it couldn't be tested prior to implementation nor practiced during training.
29. ????
30. Allow some customization at the user level

31. GO TO MORE CLASSES, study the manuals, practice the modules provided
32. delay until adequate issues and training are properly addressed
33. More hands on instruction and exercise in creating and running reports. Have an experienced staffer come to the office for half day hands on training and trouble shooting.
34. Get ready to sacrifice plenty of time usually spent on agency business trying to get everyone up to speed on the new component. Be prepared to work with other agencies in order to be heard on issues that affect your field staff and limit agency productivity.
35. parallel test new and old system. Attempt to identify and test the process of all transactions.
36. RETIRE!
37. More training on the Agency's processes and not just general training.
38. read the manual
39. Not sure what to suggest.
40. Good training. Spend the money to have people train others that understand the system.
41. Dont know
42. don't know
43. review online training
44. don't know
45. TRASH IT AND GO BACK TO THE PRIOR SYSTEM - dont waste any more money on a failing program! I'd rather have a riase than see the money wasted on this worthless program.
46. Have a class that employees can attend before implementing Wave 3... The on-line training was a joke.
47. make sure everything is correct about the subject
48. Test Before implimentation and focus on the training.
49. N/A
50. Make sure anyone working on the system gets adequate training with complete explanations as to why things are done the way they are, not just click here, click there, and your done.

51. Wait on implementation. You can already tell employees were not properly trained for Wave 1 and 2. Employees need to be able to work proficiently in Wave 1 and 2 before Wave 3 is added to the system. Training needs to take place before Wave 3 is implemented.
52. Most classes are too indepth. Just teach them what they need to know to get their task complete.
53. Send people into agencies who are already using it for OJT; make certain that all personnel receive necessary training
54. Time..every thing takes so much time, will need to shift work duties
55. stock up on supplies and get as many things approved as possible on the old system prior to start up. other than that its out of your control and under control of F&A. They are a large part of the problem from system problems to difficulty in dealing with approvers. they want too much control. They even hand down refusals of approval in areas they have no experience in at all. You can tell they are somtimes not willing to work with you because after you explain very good reasons for them to approve they simply refuse to approve.
56. Don't rely on Edison for squat!! Create your own database now to maintain your ability to function on a daily basis.
57. more access to computers,scanners,and internet. I have to drive 1.5 hours to access a scanner.
58. Try to request as much training on reporting as possible. Ask the questions in the classroom and ask that the instructor reply to you with answers at a later date if the asnwer is not available at that time. Try to get answers to agency specific issues before go live. Set up as many cashiering speed charts as possible on the front end. Pay as many invoices as possible prior to starting Edison. It may take longer learning the new way.
59. Schedule any travel that requires a travel authorization and payment of a registration fee prior to implementation of Edison, if possible.
60. Don't know
61. More indepth training.
62. Prepare to spent more time on job function, because different problem with Edison
63. I have no suggestions
64. Have not used financial
65. none

66. Dedicate a lot of time to prepare.
67. Study, study, study
68. Not sure. The business rules used are correct but not necessarily the way business has been conducted in the past. Many times the end user was not aware of certain procedures but now must be aware of those to properly input information for processing.
69. Lack of training and frustration
70. Conduct face-to-face training classes with examples of situations that each participant would have in their day-to-day business activities.
71. I only use the travel component, the system will only recognize receipts, which are scanned, in the PDF format. There was no information to that affect. A travel report that is rejected by fiscal, due to an error, was supposed to notify the user by e-mail of the rejection. This did not happen on the 4 times my travel report for April 09 was rejected for errors.
72. no comment
73. Demand adequate training
74. More detailed training information & more testing of entry methods within the travel module.
75. Better testing and better training before roll-out
76. have step by step sheets for people to follow as they begin to use edison
77. I would encourage more significant training, a better understanding of the roles prior to role mapping. And most of all, I would encourage managers to realize that roles will need to change with the personnel they have.
78. prepare for disaster!
79. Take all the training they can get!
80. no comment
81. not sure
82. Lots of training
83. Stay away from it!!!!
84. Attend all required training and familiarize themselves with the programs in the simulated training environment.

85. no recommendations other than to have adequate training
86. Wave 3 at least starts a new fiscal year - can utilize other agencies from Wave 1 and 2 to answer questions. Be prepared to be behind schedule for approximately four months
87. Not sure how Wave 1 and Wave 2 changed daily Business functions; can't say anything on what Wave 3 should do...
88. With the reduction in staff due to budget cuts make sure that you have provisions for backups for the different approver roles and associated role mapping is accurate. Network with staff in agencies that are already on Edison & keep notes on any tidbits that help your process (and pass it on). Establish clear and timely communication with your staff and get them together so that problems, resolutions, and suggestions can be discussed.
89. Provide more hands-on training up front vs. on the back end of start-up.
90. Get as much training as possible
91. nothing
92. Do not delete any emails about Edison. Do your online class and go to your Edison class. Keep copies of your emails on Edison.
93. Have final training closer to go live date so you won't have months to forget what the trainer said.
94. Really, there is not much that can be done in preparation. The classes are not beneficial for most agencies which are using Edison. The teachers seem to be familiar only with the functions within a specific agency and are not able to answer questions and do seem to be generally displeased about any questions that are asked. The on line just goes through the forms and has bubbles that give instruction. This is not particularly helpful.
95. Get ready to spend all of your time doing Edison related projects rather than your assigned job responsibilities
96. Spend time learning from people that have already gone live. In my opinion, if someone tries to go by the manual they will be completely lost. Classes are not in depth enough.
97. Postpone it until it is thoroughly tested prior to implementation
98. class training or tech support.
99. panic
100. I don't know what wave 3 means. you are told as of this date you will be entering this data (time, requests for approval for purchases) with not enough training.

101. Have the Edison Staff publish a list of things that the Wave 1 and Wave 2 agencies say are things to look out for (i.e.-length of FileNet names).
102. Study the manuals.
103. make sure who ever is training gets it right the first time and not send a email on how to redo what you just learned
104. Better training.
105. Train folks
106. Better preparation
107. training
108. Training should be on-site and job specific.
109. Not enough experience with any module other than travel to make an advisement.
110. TAKE AS MANY IN PERSON TRAINING CLASSES AS POSSIBLE TO PREPARE FOR YOUR PART OF THE SYSTEM.
111. Use a different system
112. Provide training to all types of users. Run parallel system with Edison on a smaller scale until the bugs are worked out. Then phase in one type of Edison component over a longer period of time until it runs efficiently and effectively before going live on another component.
113. Simplify the travel submission so you don't have to jump all over the palce to make entries.
114. DON'T KNOW
115. N/A
116. prayer
117. Have your agency work with Edison personnel to develop a "cheat sheet" of step by step directions per specific job function within your group. Compile a list of the reports they will need with step by step directions on how to run them.
118. HIDE! It is very difficult to prepare for implementation. None of the training (online, classroom, manuals)prepares you for dealing with live data. Learning to work with the software is not a problem. Having that software provide the information that the agencies need to perform their work is a major problem. If the agencies could somehow work with live data, prior to "go live", might be helpful.

119. TRAINING, TRAINING, TRAINING.
120. NOTHING
121. I would say that the training needs to be agency specific.
122. the best thing their purchasing staff can do is to go to wave 1 or 2 agencies and shadow their purchasing staff to learn how the system works actually perform entries with the agency staff they are visiting guideing them.
123. Don't know
124. Attend all workshops and ask plenty questions.
- a. Buy supplies ahead of time2) Prepare vendors not to be paid for 45 days3) Prepare staff to expect unforeseen errors due to failure in Nashville to input submitted role mapping correctly
125. have group training. especially travel
126. Spend time with agencies in Wave 1 or 2 to learn Edison. Training courses are inadequate to prepare user for actual work.
127. Get ready to spend more time, and have little regard given to accomodation to any needs that require a change in the way the system is implemented.
128. N/A
129. The best thing to do, if possible, is to talk to people who have been through Wave 1 or Wave 2.
130. Don't know
131. none
132. unknown
133. Make sure that parties involved receive proper training ahead of implementation to ward off the early confusion and mistakes with less frustration. Edison is a complicated system with no leeway for learning curves.
134. RETIRE
135. be more job specific in training; in other words, train agency trainers who can train inter-agency employees in relation to their specific job responsibility
136. I don't know

137. What is in the manuals is not necessarily what is needed to complete the job function. Get with the people in the field doing the work and find out the short cuts to do the job needed to be done.
138. Improve training. Must be more than mere power point slide demonstrations in classroom setting. Training needs to apply to agency specific activities and job functions.
139. Insure all users get "just in time" training.
140. Make sure that employees have attended training and understand the first two Waves. Designate job task to employees so that when Wave 3 is implemented there will be enough employees to continue to carry out Wave 1 and 2 while other employees pick up Wave 3. Smile a lot.
141. get face to face training out there before starting.
142. Enable employees to actually sit down and work through the entire ordering, receiving, and processing of invoices before they go live. The classroom training and the manuals do not adequately prepare an employee for what they are about to get into when they begin purchasing.
143. They will just have to learn a lot of it on their own.
144. Unknown
145. GO BACK TO THE OLD SYSTEM, THAT DOES CREATE MORE WORK.
146. Let central offices get bugs worked out completely before letting local or regional offices start implementation.
147. research what information is needed and program for future usage
148. Pray that any of the classes actually have anything to do with their job.
149. Talk one-on-one with Wave 1 or Wave 2 agency staff who have similar operations. One problem has been that help desk answers/knowledge is geared towards 8-4:30 M-F operations.
150. go to the workshops they are more useful than the training
151. TRAIN, TRAIN, TRAIN
152. Maintain backup systems where possible.
153. Ask for help and get detailed instructions, a list of procedures numbered for each step from someone doing the job. Have a supervisor available at all times for questions and help. Get someone that knows how to do it to sit with you and teach you how to do it for a while when you first start. Treat it as a brand new job you have never done before and know nothing about it. do not be afraid to cry and feel very frustrated. Also find an

agency that knows about edison and has experience. Sit with someone who works on the type of items you do. Take notes on how they do it in the real world. The manuals for me did not work very well and at times were confusing.

154. Be prepared to work overtime. Edison help desk is either overworked or undertrained. Difficulty in getting problems resolved.
155. I have no suggestions.
156. None. It's impossible to have a manual that has every typical transaction you would make in it. The more we use the system, the easier it will become.
157. I have not had trouble with Edison. It's getting approval from F&A (Accounts).
158. Attend the workshops so an Edison staff member can sit beside you and answer your questions while you actually enter your contracts (or whatever) into the system!!! Most helpful!!!
159. Pray
160. Edison is a waste of my time.
161. A lot more detailed training with computers and examples to enter and see how the system is supposed to work.
162. n/a
163. Learn from trial and error experiences of earlier implementations.
164. get training for all employees who use financial component i.e. credit cards or travel claims
165. Have someone who knows how it will effect the department and divisions develop the training and have classroom training.
166. Stock up on needed items and be ready to not have POs processed for at least a month after implementation. Learn all you can from agencies who have gone live and are able to use the system. These agencies will have more time and be able to help more than the help desk.
167. Train, Train, Train, Train in a classroom setting, NOT on line or from a manual.
168. Improve user friendliness. Get real input from those who will use the systems. Test the system more before implementation. Better on site/ hands on training before implementation.
169. Go to trainings. Get information from other agencies on how the system works and even go to the agency and watch them do the work that you would be doing.

170. Attend the trainings and pay attention to the steps needed to enter information.
171. Read your manuals.
172. Make sure staff is adequately trained. I attended numerous training classes but those classes were not adequate to prepare employees for the actual process. Management needs to be very aware that employee's work loads will increase greatly taking much time away from other job responsibilities, this is even for those who are adequately trained and actually know how to use the system. Personally, my work load has so greatly increased that assignments are having to be shifted to other staff members just so that I can complete the Edison components of my job responsibilities. Administration is all agencies need to be highly aware of this problem. We do not have the adequate staffing and knowledgeable enough employees to manage a system of this magnitude. Things will probably improve over time but the work load issue will not change due to the amount of things required in the Edison process. Some components, especially travel, are just too complicated for some staff who have little to no computer knowledge and do not understand or have adequate knowledge about accounting functions.
173. Get as much help as possible
174. Ensure appropriate staff receive necessary training
175. Go back to the old system
176. no advise
177. Be prepared to learn by making mistakes
178. fix the problems, train everyone
179. Get training on the aspects of the financial component you will be using.
180. Train all staff. Be proactive in promoting change. Do not phase in, dive in.
181. I would like to see the whole system removed from state government. No training, system doesn't work right and people are tired of all the extra work
182. ACKNOWLEDGEMENT OF TIME CONSUMED TO ACTUALLY MAKE THIS SYSTEM WORK AND FOR EMPLOYEES TO KNOW HOW TO WORK IT.
183. I would advise cashiers to be prepared to have to deal with iNovah.
184. test it - then test it again - give employees proper training - not just self training.
185. Before Wave 3 is implemented, Waves 1 and 2 need to be fixed. There is no need to implement more information into a system that is currently struggling.
186. Get training, get with Edison and let them know what their agency needs to function and make sure that they are clear on how payments will be processed for their agency.

187. On site local training
188. can't say
189. I have received no info on Wave 3 and cannot answer this question objectively.
190. Train, Train, Train and be sure role mapping with supervisory approvals and etc are correct and consistent with agency involved.
191. no comment
192. ?
193. Sit down with someone who is a current user of the module they'll be working in and shadow them for a day or two.
194. Have meetings with end users BEFORE implementation so they can see how the system is going to work, and who will have access. Lots of bugs can be worked out before implementation if people who know what they have to accomplish can have input in the set up rather than someone in a remote office making the decisions.
195. Develop and deliver their own training. Prepare their suppliers for delays.
196. Provide more training prior to implementation.
197. Review mapping to insure proper supervisor employee lines of control and develop backup approvers
198. Make sure that all employees that are going to use this system are trained, not just a select few.
199. NO COMMENT
200. RUN!!!
201. don't know
202. none
203. Make sure ALL users are provided adequate training, whether it be provided by Edison or in-house.
204. Live person training
205. go over the tutorials again
206. hands on training

207. Adequately train users in advance of implementation. Anticipate problems and provide information to avoid these problems.
208. Make sure that employees are adequately trained. The greatest issue with this system was the learning curve.
209. Wave 3 agencies need more one on one training. Also, all Edison issues should be working properly before involving more departments. This system should not have been implemented before everything was tested and was working.
210. More training and implementing one component at a time
211. Prepare to spend more time clicking between multiple screens trying to figure out why X doesn't relate properly to Y to equal Z.
212. Not reset every thirty minutes, while entering your time. This has caused me to have to start over on the expense report.
213. better preparation at the top level, and someone working the help desk that can actually HELP when you call
214. COLLABORATE WITH USERS OF WAVE 1 AND 2 BEFORE IMPLEMENTING
215. SCRUB EDISON
216. continue to be responsive to issues
217. Ask for an Edison representative to be assigned to them for each critical modules. The reps should be on-site one day each week until the agency is ready to perform the duties on their own.
218. Study the manuals as much as you can!
219. Put it off until wave two and three are running more smoothly
220. Choose a different program.
221. do not know
222. no comment
223. DELAY implementation!!!
224. ?
225. Listen to users before implementing
226. Make changes in the approval procedures for travel and expense claims that require a "prompt" if the approver doesn't complete the "budget options".

227. Insure that all players know their functions and that interfaces are tested way before startup.
228. There is no way to prepare for a system like Edison with all it's flaws...however, adequate training is obvious, but the training received by personnel is incomplete and poor at best. No matter who you talk to up the line, they all say they do not know. One F and A individual told us, we are not in Kansas anymore and we knew this day was coming...meaning this is not going to work.
229. 0
230. TRY IT BEFORE YOU BUY IT
231. Start drinking. Heavily.
232. Read and study your manuals as the Edison training will not help as it does not pertain to the rules set down by to State as to how we are to perform our jobs. Their training is just an overview of what Edison can and will do.
233. There is no way to prepare. You take the classes and then when it comes time to apply what you've learned... you find out it's done completely different in real life situation.
234. Lots of training (hands-on) prior to implementation.
235. ...don't think it really matters what state employees think especially when Commissioner Goetz feels the problem is not really with the new system, but with "the people trying to operate it." In other words...we're stupid!
236. Find a person in another agency in Wave 1 that has been working with Edison and knows something about how Edison works It would be easier to learn from another state employee that has done the work and knows state accounting than from the Edison people that only seem to know peoplesoft program
237. More actual hands on training, not just going through the modules. Scenarios need to be created to cover most circumstances. Definitely better training in the routine matters. Test, test and retest the system before going live.
238. not sure
239. start over
240. Spend more time with training once before during and after the system goes live. Going thru training ahead of time is fine, but when it is 3 months prior to the system going "live", most people forget by that time and then are clueless when it does happen and don't know what to do to resolve any issues that arise. I have often seen too that no one ever knows the problems until after the system goes live and the solutions to the problems rarely filter around from office to office.

241. have training manuals that are correct. the ones i had are nothing like the procedures that you use to complete tasks.
242. Pray we go back to TOPS!!!!
243. Have one on one training with a Power User.
244. have them sit with someone whom is already doing Edison so they can have "hands-on"
245. Run for cover
246. Have a good understanding of the accounting information BEFORE using the system. Be sure to roadmap things correctly. Keep It SIMPLE - with reference to location codes, account codes, etc. Less is more. We are drilled down WAY to minute (levels). There is no reason the information has to be in there to the level that it is. Give the authority to the field offices so that they can utilize reporting and query functions - that is what they are for. Have power users who actually KNOW how the system works, if they don't have a FIRM understanding, they should not be power users.
247. Based on what I have heard, the post go-live workshops are worth more than any of the other training combined.
248. pray
249. Train users more on the actual duties they will perform.
250. Only do implementation that will affect small group until sure full implimentation will WORK!!!!
251. I would advise to implement the systems
252. get as much training as possible
253. Try to make is so simple that the most ignorant employee could get it correct
254. get super user's who will help. Instead of acting like they don't want to be bothered. Some snicker when they walk away from your desk. Later they are asking someone for help, themselves.
255. Online Training
256. Train us a lot! Make sure we know what we are doing.
257. Train as much as possible.
258. Keep their own accurate records in regards to their assets and meet with staff from wave one and wavy two agencies to see how it REALLY works because the training regarding Asset Management is USELESS!

259. Make sure their records, names, etc. are entered correctly in the system beforehand. If not, get them corrected.
260. Work as a team and share information!
261. Get proper training beforehand
262. Not sure. But there need to be more on hand training and not just online training just hitting the enter key,
263. Have a backup plan of operation and stock up on inventory. Put some good thought and time into learning the new way of doing business.
264. MORE TRAINING IN THE FIELD OF WHAT IS DONE IN A PARTICULAR AGENCY--NOT EVERY AGENCY
265. MORE INSTURCTION
266. I actually wasn't aware that there were "waves" of implementation; we use the financial component so rarely, I didn't notice a change.
267. Train state employee's who are skilled and knowledgable in the previous ways we did business in the Edison version of the same. These people could more easily explain how the previous transitions into the various stages or waves. What training I have had was by people who were highly trained in Edison but had little or no concept of how were were doing business, which made it hard to explain how the two interlinked
268. train people better
269. As much training as possible. Lots of 'hands on' training with issues that apply to that specific agency.
270. No answer, not sure what to recommend
271. Hire more staff to devote to the Edison implementation; attend all training offered; obtain all documents offered;
272. Take a training course
273. Make sure systems are fully functional before implementation.
274. Provide training
275. THERE IS NO WAY TO PREPARE - THE TRAINING IS USELESS. THE ONLY WAY TO LEARN IS TRIAL AND ERROR AND COMMUNICATION WITH OTHER USERS.
276. Since I do not know what Wave 3 is I can not answer this question.

277. Attend more training classes and find out exactly who the proper individuals to contact in your agency for help are ahead of time.
278. ?
279. keep a open mind
280. Study the manuals. And hands on with the online stuff.
281. SCRAP IT
282. be sure to study the manual and be in tune with the training.
283. much more training and some tech issues need to be resolved before cont. It is not fair how edison takes your comp instead of annual it is against written policy when it does this. employees are given comp time then it is taken annual time is rolled into sick which you don't get paid for and with agencies short handed almost impossible to take. when you have to double check fees etc mistakes happen when you are busy then these mistakes reflect on the employee
284. get your people trained.
285. I would be sure to go to as many training classes as possible. I would also attempt to create contacts with Agencies in Wave 1 & 2 and call on them for advice when trouble arises. At times this has been more helpful than the help desk. Be sure to get schedule of conference calls and be on the line for them to ask questions and learn from others....
286. Have classes that pertain to each group of users.
287. Need more training in the part of the program that will affect the individual Boards. Not a generic program.
288. Go to "real" work-sites to find out what the staff have to do to meet the requirements of policies, accreditations, and in-house rules. See for themselves how little time it took using the old system vs. the new.
289. I only prepare my travel claims-know nothing about these other topics.
290. Trial bases
291. Pay utmost attention to mapping security, training prior to go live was for the most part useless...the manuals were and continue to be most helpful---NOTE...PO PRINTING NEEDS TO BE LARGER
292. Insist on testing by everyday users before going live.
293. not sure
294. No opinion

295. Establish a way to track the status of payments/receipts in the process.
296. To go to other agency that being work in Wave 1 and 2. Sat down and talk to them and see what problem they have and how they work them out.
297. Check system thoroughly before turning it over to employees.
298. Adequate training...
299. Improve training!!!! For us the training we received was irrelevant to what we were expected to do. We had to figure out what we were doing by trial and error. We wasted a lot of time on the system's training.
300. For travel claims have a one on one with someone that knows about the system.
301. Have mentors or super users that know how to fix errors.
302. training that is less complex
303. Total hands on training to include forms that should be attached for travel and a set turn around time for travel approval
 - a. The training needs to be in a live environment. The on-line training screens did not respond in the same ways that live Edison does.2) We went through hours of irrelevant training. The training needs to be more specific to the user. Excessive time spent on irrelevant issues had the effect of numbing our brains before we got to the parts we actually needed. For example, the average employee has no need to be able to do input for procurement, A/P, or A/R unless that is their job. Training needs to concentrate on what each employee will actually use. For most of us that would be attendance/leave and travel. Training for such tasks as procurement, A/P, A/R etc. should happen in a dedicated class for those individuals.3) The training needs to happen immediately prior to "go live". Also, knowledgeable individuals need to be made available to answer questions during & immediately after "go live".
304. Clear your schedule for at least 8 hours a week to devote even more of your time to messing with Edison. And, instead of filling out a paper credit card log and submitting receipts once per month, plan on doing it every week.
305. do the online training
306. Small work groups to address specific agency questions and issues.Better training.
307. Classroom training
308. Drop Edison
309. no advise
310. Take as many workshop class as you can.

311. Pray
312. nothing.
313. make sure that all staff are trained on how to use the system in a more easy way.
314. contact other Wave 1 & Wave agencies to learn all the special ins & outs of Edison. Edison has tons of stupid reasons & fields to be completed before being processed.
315. Forget everything you knew and start over!! This system is nothing like your old system and will take longer if you fight it!!
316. N/A
317. Make sure Agency Requesters are trained in Purchasing procedures and are aware of how important the accuracy of a Requisition is to the entire life cycle of the transaction.
318. Wait until some of the problems have been resolved.
319. Train all that has anything to do with wave 3. Not just online training. Some people do better with training if they are in a hands on training. And don't let the supervisors do the training because they may or may not do the correct training you need.
320. They should sit with someone who is already in Edison to see how it REALLY works.
321. Attend training & study manuals
322. does not apply to my position
323. Don't have a clue!!
324. scrap it
325. Stockpile items you must have (example: toner cartridges)
326. I have already had vendors cancel jobs that they have done in the past because of slow payment. I am getting calls all the time for slow payment. Don't go on Edison. Your work load will slow down and you cannot get your work done.
327. More specific training would have been helpful in our agency. The training we received was very general.
328. Training! Training! Training! Not a computer based system where you press an enter button and call that training. Actually have someone come out to the offices for a day or two and show us how to use this system. Also why would it be so hard to shadow any new systems with the old until all the bugs are worked out to insure that it will work with minimal problems?

329. have departments/agencies sign compliance w superuser, poweruser plan to ensure adequate support in the field
330. go back to the original payment system
331. Go to class and study the manuals before going live with Wave 3
332. Fix the bugs and decrease steps needed to complete the ordering process along with P card Transaction detail report
333. I only have experience with travel. However, our division was given only 1 wk to learn how to key in travel and you could only use the info in the on-line training. There needs to be a location where employees can key in their own data from a previous expense claim to see how the system works.
334. Online training would be more successful, only if you could view the whole screen. It is more difficult to remember 'parts.' If classroom training is chosen, it should be given in city of office location whenever possible. Training should be given only to personnel who will utilize that part of the system.
335. training and awareness
336. have some training
337. Watch out, an inadequate system is headed your way. Watch your back.
338. Accept that the training is not sufficient until supplemented with experience. Using this system requires trial and error until we all figure out what we're doing.
339. Scrap the system
340. Train all employees well in advance instead of a couple of days before we go-live.
341. re train
342. Talk to Wave 1 and Wave 2. Perform on-line training. Attend workshops (live).
343. more examples of how to enter information
344. Buy ahead, be prepared to get very little information out of the system initially, and be prepared to manage long delays in responses to requests from everyone associated with making the changes in Edison. This is largely due to a very few individuals having all the responsibility for making changes or updating information while at the same time those individuals learning the system at the same time you are.
345. Be patient with employees to learn system
346. No comment.

347. Give Edison a chance, it will take time to learn the system. Mistakes will be made, enjoy the ride.
348. Plan ahead better and not have last minute implementation.
349. No comment.
350. There should be a chance for them to adequately test the system and the information that was loaded into it before going live. You need to be able to train in a more real environment that is related to your specific department. They should be prepared to work long and hard hours. Have lots of cross reference charts from the old system to the new system.
351. Don't know.
352. To take the role mapping seriously and involve key staff in the decision making process as to who will be doing what. Also, request more specific situation training as relates to the contract process.
353. Work directly with wave 1 or 2 ie someone physically go to the locations to help process transactions. Document everything. I did not know I would be asked how many times I had specific issues with Edison & the specific day & number so that I could answer survey questions. Retire if you don't like to be made to feel stupid or being told it can not be Edison it is either the employee keying in or you. They should get use to stress & crying. Hey can Edison fix the point to point mileage between cities - per travel regulations the #1 reference to calculate mileage is the state map you can get the point to point locations on the map or on TDots website & they do not match what is in Edison, this overpays the employees & believe it or not this Dept. has alot of honest employees that do not like this.
354. Allow for "paper" submittals to be accepted where there are time issues; or since we are doing both (the old way and entering into Edison); why not have non-fiscal staff complete the old way and have fiscal staff enter into Edison with a means to notify staff of actions.
355. Hire plenty of staff or be prepared to work long hours. Make every effort to get a Edison staff person on site.
356. ??????????I am not involved.
357. provide thorough training and testing prior to going live
358. Look Out
359. more training for everyone at every level. make system more user friendly
360. Hopefully speed charts will be in place for them when they start

361. Do not know
362. Talk to users in wave 1&2 and do the training.
363. training and consistency. everyone be on the same page, everyone have the same procedures
364. Read manual & practice
365. patience. Lots of patience!
366. Take all the courses possible, entering realistic data and following the flow all the way through the system
367. make sure everyone gets training regardless of what they do in Edison
368. Attend training.
369. Go to the workshops, learn who has handled the transition in Wave 2 well and use them for resources. Call the Edison help desk with big issues.
370. Rework the system to make it more user friendly.
371. Attend classes and seek advice from other agencies that are already on Edison.
372. Classroom training. Explain how the system works together through all financial aspects.
373. consider all aspects thoroughly.
374. Train staff as much as possible in advance.
375. Do more training
376. Communication about training - when, where, and who needs what training.
377. Pray it gets better, do more training for field personnel. Buy alot of scanners you will need them. Prepare to spend at least 10 hours per week on this.
378. more training
379. Go to all of the workshops. have procurement and payable work close/near each other. Make sure approvaler are routed correctly before you go live. if you get behind make sure to trash duplicate invoices when you receive them. dont get too fustrated. Keep track of all purchase orders. Give copies of purchases orders to payables.
380. Try to get more training.
381. Good Luck!

382. DOING A GREAT JOB
383. Ensure training is based on the way the system actually works as opposed to the way they teach it works only to realize it doesn't work that way most of the time
384. Cancel the wave
385. ATTEND THE HELP SESSIONS YOU SHOULD HAVE MORE PROCUREMENT CLASSES NOW THAT WE ARE ACTUALLY DOING IT AND HAVE ENOUGH EXPERIENCE TO ASK INTELLIGENT QUESTIONS
386. Not sure at this time.
387. Unknown
388. get training
389. Prepare employees with better training and clearer processes. We were basically just dumped into the process.
390. TRAINING TRAINING AND MORE TRAINING, NOT OF THAT HURRY UP STUFF THAT IS GOING ON NOW AND GET RID OF THE ONLINE TRAINING THAT IS A TRUE WASTE OF PEOPLES TIME
391. Ask for not using Edison, and remain on the old system, until further notice But if they have to, So GOD be With them
392. Better and more training, being sure that the people using the system know what to do and who to contact for whatever problems that arise.
393. Yes
394. Try to get it postponed.
395. HAVE NO ADVISE
396. check all accounts very carefully.
397. training
398. If I were not "computer savvy", I would have been seriously ill trained. The training and explanation of what is going on has been poor, but I assume it is an agency problem, not Edison, probably due to nature of work organization. I also use my own computer.
399. State employees are very capable of mastering the mystery of Edison. A verbal pat-on-the back expressing confidence in their abilities will work wonders. SOMEONE SPEAK UP!
400. Select training opportunities geared toward use.

401. Provide Training
402. n/a
403. The training and workshops after implementation are more beneficial than the ones before implementation.
404. Simplify processing as much as possible might help.
405. dont know
406. Decline to use it.
407. I haven't use edison for nothing but putting my time in the computer.
408. Pray that it gets better.
409. TO FIND A PERSON THAT REALLY KNOWS EDISON, BECAUSE IF YOU DON'T YOU WILL BE REALLY LOST. AND IF YOU DO FIND THAT PERSON, SOMETHIMES THEY CAN NOT HELP YOU, AND THEN YOUR JUST IN LIMBO.
410. Give more and better training, and have a good manual in place to use during the process.
411. I have no idea since I only approve purchases and travel for my division.
412. have alot of patience
413. Prepare supervisors in a timely manner before implementation of new requirements.
414. unknown
415. Get all info together to reissue PO's for items not yet received in TOPS. Go to the workshops, take your information and enter your PO's there.
416. Demand training that is specific to the duties of the staff entering in Edison. Create simplified "training" guides for different transactions. The innacurracies in Edison point to point you will just have to work around until the system gets it act together.
417. Get all the training you can get.
418. DON'T KNOW
419. Give employees greater detailed trainingwith practice time.
420. Provide more hands-on User training. Have staff available to provide support at the beginning of implementation.
421. go to class and study the online classes as much as possible.

422. Host a Professional Services Contracting workshop on their own -- with wave 1 and 2 colleagues offering training and advice.
423. Go to workshops
424. Take the training seriously and review procedures while using the system.
425. Make sure they have their speed charts correct.
426. Train their employees on how to use each component of the system with a hands-on training program. Do not wait until after the implementation to train employees. Make sure all the proper equipment is available to employees.
427. Class room training
428. better training
429. RUN, there are so many factors in the purchasing area that were brought to edison staff prior to going live and still have not been resolved and we have been told that they can't be fixed.
430. Don't know what Wave 3 is
431. Have enough supplies on hand for about a year.
432. provide adequate training for all employees
433. hire twice as many people to argue with approvers who know nothing about your mission
434. training before and after
435. More hand on training
436. Be prepared for frustration and aggravation.
437. Most employees do not get the time they need in training.
438. Scrutinize all transactions carefully before and after they occur.
439. don't know
440. take as many workshops as possible
441. Pray
442. More training
443. none

444. run
445. retire
446. Training, Training, Training
447. Obtain adequate training in advance.
448. Edison overall is not a time saver, work load increases for individual employees, taking away time to perform priority job duties we were hired to do in the first place
449. I would advise them to run as far and as fast as they can from anything relating to Edison.
450. I don't know.
451. make sure your role mapping is correct when submitting final copy. Be sure employees attend training and take it seriously.
452. better training, change edison to be more user friendly. it takes 5 times longer to accomplish things in edison as it did with the old system. too many steps in the program
453. Be prepared to teach yourself, as the training does not help seeing as how you can't actually perform actions and can only listen to someone who isn't from Edison, but only a power user, to teach you what even they do not understand.
454. There is no way to prepare because the training you received does not acknowledge the errors in the system. It's a learn as you go thing, and resolutions come slowly.
455. Much more training...
456. I have said this a 1,000 times and will one more time. Edison should have had people assigned to each agency and implement Edison to fit that agency. I attend classes and do online training when about 20% actually pertains to me. Why should I learn what some other agency does? It's a mess in training and I feel right now that Edison has caused me 60-80% more work. I rather go back to our normal paperwork, it was faster, better and more reliable.
457. do not know what wave three is about
458. Better training
459. There were new Edison announcements every day in the time leading up to implementation. At first, I printed them out. As time went by I stopped printing them altogether. Our clerk receptionist was notified by me that I was going to rely on her to keep up with all of the notifications. As time neared for actual implementation, I started paying attention to her and relied on her instructions. I was soon on my way to independent use of Edison. The lesson learned is that one person should be in charge of all of the notices before implementation. That person will keep up with the changing

dates and policies and inform the others of the important aspects. It saves the productive worker a great deal of time and eliminates the need for everyone to print out all of the reams of paper needed to keep up with the massive volumes of E-Mail info.

460. better training. More hands on training (like a test system) instead of the "See It" "Try It" method.
461. Talk to people who are in agencies that are already live. Attend any workshops that are offered, as training is completely inadequate.
462. Test Test Test - each agency is unique to a certain degree in some processing procedures. Depending on statutes, time frames, etc., what may work very well for one agency may not work easily for another. Just because a task/function appears to be similar on the surface does not mean that it is.
463. ask what work arounds will be necessary because current processes will not be accomodated
464. Provide more training on how the system will have to be worked around in order to get things done that are needed, instead of partial training and thinking the system will allegedly do what is required for state government to operate.
465. Be prepared to have lots of frustrating times ahead. It is a real test of your brain and time. It is not an easy system to learn. Everything has too many steps to go thru.
466. Have someone come to office and sit down with staff to show them EXACTLY what to do. A simplified manual would be a start.
467. Schedule lots of time to waste at their computers and have excuses ready fo the public for why services to them are delayed or reduced
468. In training ask the instruction what things could go wrong and be prepared for those things. The system did not work exactly how we were showed in the training
469. Push for reports. Many of the reports available on Edison are not functioning for whatever reason. Also have as many Finanical Reports "export" to excel as possible.
470. getting your current terminology translated into Edison-ease is critical
471. Have a webinar, conference call, workshop, anything to discuss current problems and the timeline for completing the correction of these problems. Go over what is already known to have problems.
472. pray
473. Have face to face training on modules the general workers will be using like travel and PCard use.

474. MAKE THE SYSTEM PROCESS INFORMATION, DOCUMENT AT A FASTER PACE.
475. idk
476. Mandate training attendance and testing of user skills to enhance comfort with and accuracy of use
477. at least 2 weeks prior to implementation, online training followed up with a hands on training session with small numbers of people so that questions can be answered at this time, not pushed to the side or stepped over. This should be done with a real honest to goodness actual situation taken step by step and explained.
478. Go to as many work shops available for assistant. Practice on line and study manuals.
479. be prepared
480. Think in terms of functions and not specific tasks. Ask for specific training on job functions and ask relevent questions about current job functins and those functions in Edison
481. Not sure what Wave 3 will include.
482. Just be ready to experience problems. They will come due to Edison's lack of testing in parallel with legacy systems, and improper implementation.
483. Take examples of your work with you to let Edison people explain how to do what you need.
484. Keep using an old system for backup.
485. Trainingtrainingtraining
486. Talk to someone in Wave 1 or Wave 2 and get detailed instructions.
487. Prior testing. I am by far not the smartest employee in the state, but I am amazed that the system was not implemented with maybe one or two departments to check for system problem before implementing for the whole state.
488. no comment
489. we need to get wave one down pat first. we are moving to fast. This survey should have been sent right after we work on it a month. But instead we are getting prepare for wave three. NOT A GOOD IDEA!
490. To giv etheir people on-line training and classroom training before implementation. Then after a couple of weeks have an open lab/classroom for them to come and go as they want to ask questions receive tutoring, etc..

491. Do not implement
492. I would advise that Wave 3 departments contact a similar Wave 1 or 2 agency and get some hands on training and experience.
493. Do actual hands on training relating to their area. Get a good understanding of what the role mapping is all about. I am sure the Commissioner does not want to be in the role mapping for approving every document that is entered into Edison.
494. Train, with hand on not the slide show presented by Edison
495. More Training
496. Process as many transactions through STARS as possible as it will take longer to process in Edison. Especially items over \$500 which have to go through additional approval process and get in line in a que of thousands of other payments.
497. TRY TO STAY CURRENT ON ALL YOUR WORK LOAD AND TRY TO ATTEND ALL TRAINING AND PUSH FOR MORE ADVANCE GO-LIVE WORK SHOPS.
498. Decline comment.
499. more time
500. keep training
501. tske plenty of notes during training/ask many many questions
502. In class training with someone who is currently using Edison.
503. Take training available on-line
504. To prepare for a complete shut down of their Department. Make all repair or purchases prior to implementation. Do not expect help because the help desk is a joke, you will wait weeks for a response. This is figure it out as you go after all wave one is not fully impleminted.
505. Expect initial frustration...be patient.
506. Tremendous testing in all scenarios.
507. edison should have faq section updated and help tickets that have been turned in and resolved listed so we can look at previous problems and see how they were solved instead of having to waste time reading manuals and then turn in a help ticket to find an easy fix.
508. try to get information from some other agency that has been through the other waves of implementation

509. Travel Reimbursement takes longer to fill out but you get your money VERY quickly so just be patient and the more you use it, the easier it will get.
510. get with a wave 1 or wave 2 employee and ask questions about edison
511. Pray for a miricacle.
512. I am not sure.
513. Training
514. Training does not help with your daily job functions. Make sure you have the Edison help desk number handy daily, and be prepared to wait weeks for any help
515. Do more training on the front end to prepare the users for some of the issues we know they will encounter
516. Do not expect it to work at all on day one. In fact, don't expect it to work at all. The training will be of no use. There are no step-by-step instructions for different scenarios, and whatever instructions there are will be fragmented and make no sense.
517. I would advise for the agency to really pat attention to the training and practice using Edison on a daily base.
518. More training in increments and less information being thrown at someone in large volumes.
519. Have all the training that they need to performe their job and also knww what person to contact in case they need help
520. Prepare for stress in not being able to complete regular job duties due to Edison
521. More training prior to start.
522. Make sure everyone that is involved receives adequate training ahead of the implementation
523. More training needs to be provided for individuals working on specific task and duties. It seems like here it is, just do it. Then you have to go and seek help to try and work out the issues. This takes a tremendous amount to your time away from the other task and responsibilites that also need your immediate attention.
524. Be prepared to put in a little extra time, follow the manual and ask questions don't guess. Guessing creates more problems. Also role-mapping is very important.
525. Provide better training than previously on other waves which were implemented.
526. I don't know.

527. Have power users brief employees on procedural changes and how to scan and forward documents; insure that users' software has Java downloaded on it so that documents can be opened and read.
528. Go back to using the less timely system of putting in procurements/requisitions!
529. Overlook before implementation
530. Get scanners for the hotel bills. Something NOT mentioned in on-line training.
531. There is no way to prepare for a system that was not designed for your dept.
532. I don't want to explain.
533. better training (in Depth) on all functions of the job.
534. Read your manuals as they are more help than the online training and be patient you will learn.
535. Don't have enough experience to say.
536. Study manuals more as they were more informative than classroom training. Do tutorials often and take notes. Call others who have been there before them.
537. work closely with edison too ensure all system are working in all areas before go live.
538. It fosters a very stressfull frustrating environment. My saving grace has been the team spirit of the AP unit sharing information, problem solving, venting etc., etc. Keep in mind that "patience is a virtue!"
539. run away.
540. provide simple instructions
541. don't know
542. have time to study and work with the training.
543. Seriously evaluate the current complains and implement procedure in Wave 3 to prevent past complains and do more advance system test prior to Wave 3 release.
544. There is nothing an agency can do if Edison is not prepared to process their transactions properly.
545. Let them have training like the workshops and have workshops for all financial components.
546. 0

547. A lot more agency specific training.
548. Forget your Manuals and try to get training with the real Edison Programs. We need an error manual for each module.
549. na
550. assign the tasks of Edison to clerical people and not turn all field staff in to financial book-keepers and approvers
551. Staff should quit and find other jobs prior to the implementation.
552. I suggest that there should be a test run with one department prior to implementation to see what issues could possibly exist.
553. Training, training, training.
554. I have no suggestions
555. Read the manuals several times and try to find someone in Wave 1 or 2 that can show you a few things. It seems like the instructors of the classes are not familiar with our transactions or how we did it in the past, so they couldn't answer a lot of the questions. Be prepared for everything to take longer. You have to wait on approvals and wait longer for items to process.
556. Training
557. Hands on training with the system.
558. Make sure they have access to nerve pills and patience.
559. Train...train...train.
560. Pray
561. Dont know
562. TRAINING, TRAINING, TRAINING. And keep the departments out of it.
563. Have better training and try to get the kinks worked out before implementation.
564. More hands on training with the parts that pertain to their duties. I found the training was too broad. I was not prepared and did not know the details of my duty due to Edison teachers not having a clue to what we do. Everytime we asked a question in class, the teacher could not answer the them. They had no idea how each department handle their jobs.
565. Review & revamp role mapping before go-live. Get all the training they can get in the areas of each staff members expertise.

566. I have nothing to add as I do not use the financial component and, therefore, do not know how it could be improved.
567. Make sure the training is on the role that the person will be performing in the actual job duties. Have the roles assigned to the correct people.
568. I do not know
569. Edison staff to work more closely with those completing specific tasks. Courses should be developed based on actual real-time activities completed and needed
570. Have a workshop with real people to help answer questions, computers to enter and navigate the system and to practice instead of the computer generated training that will not load on dial up internet for those of us that live in rural areas and dsl or cable is not offered. I had to impose on anothers computer to do the training.
571. TRAINING
572. Try to map out their security roles for access to Edison components and prepare for an increase in workload for their staff.
573. More training
574. DON'T HAVE ENOUGH EXPERIENCE.
575. Implement more training sessions and do no have employees duplicate work
576. Wave 1 and 2 are still not at a point that most employees can understand and use. Adding more will make it worse.
577. i was not sure what to prepare for until it was implemented
578. More in depth classroom training on travel authorization process and procedures. A more defined set of instructions on entering the travel authorization so it will comply with requirements from F&A and payables.
579. Take as much training as possible.
580. More training
581. CLASSROOM INSTRUCTION TRAININGNO NO NO TO LINKS AND JUST DO IT !!!
582. NoT sure
583. Do not use the system.
584. Have a systemt that actually work and benefits the employees instead of causing us to do extra steps to complete problems that the system has made.

585. Departmentally developed classroom training mandatory for all users and approvers
586. Budget additional time during the start up. The system is not as user friendly as expected which requires more of a learning curve
587. Process as much as you can before going to Edison. Have role mapping properly done. Go to any workshops and conference Calls. Develop contacts in other agencies and F&A for problem solving.
588. Go to the workshops and conference calls after Edison go live. They really help you figure out real problems you are experiencing.
589. Repeat on-line training at least twice.
590. Make sure we get training before implementation of Wave 3
591. Use real life examples for training, not just one aspect. For instance, on travel claim training all the examples were from town to town travel. In cities the travel is from one area to another, not town to town.
592. Make sure all the problems are worked out in Wave 1 & 2 prior to moving to Wave 3
593. Require training to be more job specific and less generic. It was good to show how the system works but there are ways people work within the modules that need to be prepared in advance to decrease the errors and confusions. Make sure that the Role Mapping is current and everyone has the correct job assignment access. Some jobs require several different accesses to get the job done not just the one specific assignment. Make sure that management is aware of the approval roles and how important they will be in the workflow process.
594. make sure that employees have the correct security setup for each of their job functions that are required because it is really hard to get this corrected after the fact.
595. n/a
596. Ask for training that is specific to their agency. The Edison training was strictly the trainer reading the manual and you clicking along with them. Nothing was specific to our Department, we couldn't ask questions specific to our suppliers, etc. We had to work through it among ourselves once it was live.
597. Pray alot
598. No advice
599. 1)PRAY EARNESTLY2)ATTEND AS MANY CLASSES AS POSSIBLE3)on-line training for what it's worth4)DONT BELEIVE IT'S EASIER HANDS ON
600. I don't have any advice.

- 601. no advise.
- 602. better training in the field for the personnel who need it not just the supervisors all personnel need something in terms of any new component of this system
- 603. Be able to resolve problems faster and not let the so-called administrator run so long
- 604. go to workshops
- 605. Test the system, completely, and then offer better training.
- 606. Train. Train. Train.
- 607. Have a backup plan
- 608. On line training is not sufficient. Classroom training with the ability to perform tasks during training is much more effective.
- 609. good training
- 610. To have a lot of patience and be open minded because they gonna experience a lot of headache.
- 611. ADEQUATE TRAINING
- 612. Warn your community agencies that receive \$\$ for providing services to be prepared for payments to be late, wrong amounts of payments, lost payments , no one who can answer their questions about how to correct the problem
- 613. Don't know
- 614. Classroom hands on instructions
- 615. Spend more time training how to use the system before startup; study the manuals and familiarize yourself with the application.
- 616. More extensive user testing.
- 617. more hands on training
- 618. training to all personal in the agency who use the system and more computer in the feild that the people can use
- 619. IT'S HARD TO START THE PROGRAM
- 620. No advice
- 621. take every financial class available before the beginning of wave 3

622. Wait another few months for bugs to be worked out. Clarify who to help and when to help; agency, Edison Help Desk, F&A units. More targeted training. I missed one Dept class due to conflict, and I think that one might have answered a lot of my questions.
623. There may be certain "accounts payable" that derive from judicial process (litigation settlements, damages awards, etc.) that are not defined in the Edison system and thus cannot be processed.
624. DEMAND proper training. DEMAND that the system errors be fixed prior to the next implementation. Make sure proper testing is done prior to the next implementation. Ask people with knowledge of what is being processed as to what the potential problems should be. Make sure the timing of the next implementation is better than Phase 2. We were facing fiscal year end and had to learn and use a new system while scampering through the usual fiscal year end problems. No consideration for employees was made during the Phase 2 implementation.
625. Focus on training related to federal grant drawdowns and how to correctly bill cost centers.
626. Be prepared to spend a lot of time looking at the computer, scanning, verifying and approving and most of all typing.
627. Do all the online training that pertains to their job function(s).
628. not sure
629. Don't have any ideas
630. dont do it
631. live training on actual computers
632. Make sure as many purchases as possible are made before Wave 3.
633. More training
634. Insure your Role Mapping is correct and that your Ship to Locations are correct. Insure personnel are schedule for classes go even if they think they don't need to go.
635. i dont think they can be prepared for this. the training is a joke. i suggest they order what they can now.
636. cry
637. get the right training. Most of what I received was useless because it did not apply to my job function - things I needed to know, I was not taught. BTW, it's better to work through the examples then attend the class
638. not applicable

639. Check all facets carefully
640. I do not have any suggestions.
641. training
642. More training opportunity and user friendly.
643. Advise the Agency to get a delay in Wave 3 until the problems with the system are resolved (if they can be).
644. have classes and training before Wave 3 is implemented and have instructors that can answer the questions when people do not understand.
645. not sure what phase 3 would intell
646. more training -- more training -- more training
647. pray
648. require classroom training
649. Refuse to accept Edsion until all the errors have been fixed in Waves 1 & 2.
650. Implementation should be by divisions, not across the board. This allows issues to be addressed and resolved on a smaller, less time consuming scale. Make sure there is follow up with each division to resolve issues. Be receptive that Edison does have problems but listening and working together will resolve issues before they become problems.
651. Read the manual
652. If at all possible do not go to Wave 3. It is vital to assist all of us with our current issues before you shove other people into this mess. I really feel that if you concentrate on all of us who need assistance, fix it, and then move on.
653. Do as much training as possible and ask lots of questions. Print off the mauals b/c sometimes that's all you have.
654. Use their actual account, Category, etc numbers for all of their training. It does not good if you do not know where to find the information for your agency.
655. fix the point to point and provide instructions as to what information should be entered in description and other various places
656. Keep your old system. Retire early if they force you to go to Edison. If you can't retire, prepare yourself for the worst nightmare you will ever have.
657. I don't know. Be prepared for more time to use the system.

- 658. Have a peer to contact with Wave 1 and 2 experience
- 659. Training
- 660. Lots of training
- 661. more clearly.
- 662. On hands training.
- 663. I don't know what can be implemented to make the system faster.
- 664. Train all employees that use a component in that component before it is put on line.
- 665. Much better training. The trainer was not comfortable with the material and rushed through an 8-hour training in 3.5 hours. It was an exercise in button clicking.
- 666. Be prepared for lots of frustration and lack of assistance.
- 667. Consider another program.
- 668. no
- 669. Visit Wave 1 & 2 comparable agencies.
- 670. No idea.
- 671. More hands on experience.
- 672. Better informed HELP desk.
- 673. Show where you can make mistakes and how to avoid them. It would be great to get a "notify" that the person that has to do the next step has seen your part of the process. If they had tied a Financial component to Novell GroupWise software we already had that would be great. Also, if Edison does tallies of how much you have left in an account that would be good. Allow the users to bring their current needs and issues to the teacher in small groups of users who work on the same project or area. Then fit Edison into their needs instead of folks trying to conform to Edison.
- 674. Bend over and take it like a man.
- 675. I have no personal experience with the financial component other than travel.
- 676. I don't know.
- 677. Training is not adequate... Here's you a good example. We went to Nashville and trained in the "sandbox"... When we get back home we didn't have access to it. Several calls to several folks and no one could assist in resolving the problem. The on-line crap is stupid. You have to hit the buttons in the exact same sequence as the see it crap.

678. Can't prepare for what is to come and can't understand the system.
679. The problem lies in how procurement is put together and most seriously, not having contracted companies online. Chaos reigns supreme when trying to order. There is nothing to prepare them for that. Pass the buck and have someone else do the ordering if possible. Get a new job. Also, what happens when June rolls around and new contracts need to be entered?
680. train
681. Setup Excel spreadsheets to track their funds between the 2 systems to make sure they don't over pay invoices, grants, contracts. Notify their vendors and have them send all their information in as quickly as possible. PAYMENTS WILL BE DELAYED SIGNIFICANTLY! Some of our vendors had significant cashflow issues due to the State's slow payment. Even if your not to be doing something in Edison, learn it. Good chance that your role mapping could be changed and you would be required to know it.
682. work shops; bring lots of different types of agency contracts to the workshop. Each line of a contract could have issues and you will not know till you order from that line. State Wide contracts are being fixed as they come across issues, however agencys need to be dilligent on there own contracts and not be left holding tha bag on something they desperately need not run out of.
683. Learn how to set up grants. It is very tedious and time consuming. Figure out how to verify that Edison is correctly capturing grant expernditures.
684. Hands on training should be done as opposed to on line and manuals
685. TRAINING WITH STATE TRAINERS--NOT EDISON TRAINERS. I would rate the training I had (strictly Edison young people who know NOTHING about TOPS or STARS and could not relate ANYTHING to what we did prior to Edison). The instructors were very nice and would get answers to our questions after class and E-mail them to us, but they were like robots. Read out of the manuals. I went into Edison with basically no training and the manuals are of NO HELP! They only give help for certain instances. I will probably throw mine away soon. Just taking up space. Have not referred to any of them at all.
686. Training
687. Take online classes.
688. Training of involved staff, some people are having to develop computer skill while learning Edison.
689. Attend the Gen Services workshops on procurement. The Edison training only repeats what is done on the online course. No additional, helpful information on how to do our jobs is added.

690. don't know
691. I can not answer that since I only use it for my travel expenses.
692. Make sure all employees have training other than the computer based training.
693. In person classes to answer questions
694. Buy everything you think you might need for an extended period because you will not be able to purchase anything once you are on Edison.
695. Develop a training class that will be of benefit and not waste valuable time.
696. I don't know
697. Thoroughly train help desk staff2. Conduct training in each station
698. Talk to people who have experienced the system
699. Have more in depth agency applicable training.
700. don't know
701. TRAIN THE EMPLOYEES--not just an email training but an actual LIVE training where we sit in a room with a computer projected on a screen that we can all see and ask questions of a real person
702. Make sure your employees are well trained and have the proper access in the beginning.
703. More training and thought before implementation
704. Advance traning
705. Prepare their employees to devote more time to processing purchases and less time to daily operations. Agency should consider hiring more employees to help with purchasing if routine work loads are to maintained.
706. Training
707. simplify the proceeedures.
708. take early retirement!
709. Make it less Time consuming.
710. More accurate training.
711. do not know

712. Allow training and practice time.
713. Lots more face to face training.
714. RUN!!!!!!!!!!!!!! And don't look back.
715. Go to meetings
716. require procurement or budget personnel to deal with Edison, not field personnel
717. n/a
718. Wait until wave 10, maybe then more adequate/agency specific training will be available and adequate help from EDISON employees will be available.
719. In my opinion they should use certain agencies as a test bed before each wave and make sure it works correctly on a smaller scale before implementing anything state-wide.
720. Designate several staff members who will bear the brunt of the implementation process and become the in-house Edison experts. Pick programs, (to pull these people from, that can stand the much lower priority of time) that will be necessary to implement the Edison modules.
721. don't know
722. Greater awareness of training available to employees.
723. Abort and stop all this mess before you have state facilities in a bigger mess than it already is. We can't have a raise but upper legislation does. Bredesen throwing good money after bad on a system that looked good on paper but does not function in the real world. But like he said if you didn't want Edison you should have ran for governor.
724. make the default locations & point to point miles automatic instead of having to wait for some to put in each new one
725. Encourage positive attitudes and cooperation, study all material, attend all classes - Get organized and maintain open communication
726. Even if an employee does not or will be using this component, the concept of its use should be made known to all so that everyone will understand its purpose and allow for delays, or be prepared for potential problems that could affect their job responsibilities and time delay of expected projects, materials, etc.
727. no comment
728. all info same-in detail

Wave 3

This question does not apply to Wave 3.