

- 1:00 – 3:15 Detailed Review of Chart of Accounts
- 1) Review of Conceptual Data Model
 - 2) Review of the Entity Relationship Diagram
 - 3) Includes demonstration of Kualii Functionality:
 - Lookups (searches)
 - Inquiries
 - Maintenance Documents
- 3:15 – 3:30 Break
- 3:30 – 4:30 Detailed Review of Chart of Accounts – continued
- 4:30 – 5:30 Discussion on Financial Policy Templates and the Fiscal Officer Development

Goals for Day:

- Finalization and agreement on updated Scope Document*
- Transference of knowledge about resource needs and limitations*
- Prioritization of Phase II products (understanding that items at the bottom might not get done in Phase II)*
- Increased knowledge by FC of Chart of Accounts*
- Sign-off of Chart of Accounts Data Model*
- Sign-off of COA Kualii functionality (searches/inquiries/maintenance docs)*
- Identification of problems and assignment to these in Phase I or II*
- Preliminary plan for financial policy templates and fiscal officer development*

6:30 – 8:30 Dinner at designated restaurant

Wednesday, November 16

Continental Breakfast Served

- 8:00 – 10:00 Testing for COA and Financial E-docs
- 1) How is it going
 - 2) Do we have problems with testing that need to be fixed
 - 3) Timeline discussion
 - 4) Testing scripts
- 10:00 – 10:15 Break
- 10:15– 12:00 Review of reports from subcommittees and discussion on issues raised

Goals for day: *Shared knowledge about testing*

Update on how testing is going and what the timeline is
Clear picture of how testing has to work and what expectations are
Update on all subcommittees and identification of any major issues