



Solution	Modules/functions within set
Infor CloudSuite Public Sector - Financials	<ul style="list-style-type: none"> • Global Ledger • Cash Management • Project Ledger • Grant Accounting • Item & Order Billing • Receivables • Asset Accounting • Close Management • Payables & Matching
Infor CloudSuite Public Sector – Supply Management	<ul style="list-style-type: none"> • Requisitions • Procurement Punch-Out • Procurement Cards • Strategic Sourcing • Contract Management • Supplier Portal • Purchasing • Inventory Control
Infor CloudSuite Public Sector Expense Management	<ul style="list-style-type: none"> • Travel Plans • Expense Reports
Infor CloudSuite Public Sector – Human Capital Management	<ul style="list-style-type: none"> • Global HR • Absence Management • Benefits • Occupational Health • Safety Management • Employee Relations • Talent Acquisition • Development Planning • Goal Management • Performance Management • Compensation Management • Learning Management • Workforce Management
CloudSuite Public Sector – Human Resources Management	<ul style="list-style-type: none"> • Payroll
Sherpa Budget Formulation Management	<ul style="list-style-type: none"> • Budget Preparation • Budget to Actual Reporting • Performance Management • Personnel Forecasting

One-Page Software Modules Summary

Module Name	Global Ledger, Close Management
Narrative Description of Major Functions	
<p>Global Ledger serves as the foundation for the State’s financial activities; it is where organizations design and establish their Chart of Accounts structure and values within the financial management applications. In addition to serving as the accounting foundation, Global Ledger also helps the State to easily capture, analyze and report transactional information. Global Ledger works tightly with all Infor business management applications so you can transfer data securely among applications and to anyone who needs to know. Global Ledger supports unlimited financial calendars allow you to accommodate different fiscal year ends and other reporting requirements. Unlimited ledgers and basis reporting allow you to deliver financial information for regional regulatory requirements, management reporting requirements, consolidations, or other reporting needs. And unlimited dimension strings allow you to customize the information you track and report on for your organization, including non-financial data.</p> <p>Global Ledger delivers a flexible, configurable chart of account structure to accommodate our customers’ needs. As delivered, there are four primary structural elements: Entity/Fund, Account, Accounting Unit and Project. We, then, provide 10 additional user-defined structural elements that customers can activate and use as needed. For all elements, customers can adjust the display labels, display order and define if each element is required for entry.</p> <p>Global Ledger serves as the budgetary control center of the financial management suite, encompassing both actual and encumbrance entries, making the relationship between the two transparent and synchronized. Once budgets are approved within Sherpa, they are integrated into Global Ledger where budgetary control rules are defined. These controls create and manage budgetary impact for sub-module transactions such as requisitions and purchase orders. Pre-encumbrances or encumbrances automatically liquidate upon settlement of a subsequent transaction.</p> <p>Close Management delivers tools you need to reduce time worked, errors, risks, and costs by eliminating cumbersome, inefficient, and untrustworthy manual processes. With the solution’s automated workflows and consolidation processes, you’ll be able to execute the closing process more quickly, giving you more time to focus on strategy and analysis.</p>	
Integration Points	
<p>Global Ledger integrates with:</p> <ul style="list-style-type: none"> • Requisitions, Purchasing, Procurement Cards, Payables, Inventory Control, Warehouse, Contract Management, Strategic Sourcing, Asset Accounting, Payables, Project Ledger, Grant Accounting, Billing, Receivables, Cash Management: Chart of account elements, values and structures. System controls. GL journals created from sub-modules transactions. • Sherpa BFM, Global HR: Chart of account elements, values and structures. • Payroll: GL journals created from payroll transactions. 	



Module Name	Expense Management
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Narrative Description of Major Functions

Expense Management provides a single, fully automated application for managing travel plans (authorizations) and expenses. Expense Management includes:

- Travel Plans—Travelers can create travel plans for approval of travel-related expenses prior to embarking on work-related travel. By using this important information, you can spot trends that will allow the State to control travel that’s either unnecessary or needlessly expensive by staying compliant with travel policies and enforce your travel policy before spending occurs, thanks to system-verified compliance alerts. You can also attach travel plans to expense reports and compare planned versus actual expenses to improve approval decisions and increase the accuracy of future budgets
- Expense Reports—Travelers can create and manage expense reports whenever and wherever it's convenient, including via a smartphone or tablet. Plus, reviewers can open expense reports and attach supporting documents when they receive email alerts, without logging into the application
 - Mobile device support—Allow employees to create expense reports on smartphones and other mobile devices anywhere, any time. Managers can also view and approve expense reports from their mobile devices, leading to time savings, faster response times, and increased productivity
 - Digital receipt management—Employees can easily attach, email, or fax receipts for a paperless solution

Integration Points

- Expense Management integrates with:
 - Global Ledger: Chart of account elements, values and structure.
 - Global HR: Employee profile data and details to support expense activities.
 - Payroll, Payables: Payment of expense-related transactions.



Module Name	Project Ledger
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Narrative Description of Major Functions

Project Ledger is a comprehensive project accounting module with robust billing and revenue management capabilities. Project Ledger is engineered to accommodate the complex and often conflicting requirements of your users. By tracking the accounting aspect of projects (e.g. "non-GL") in a separate ledger, information becomes readily accessible to both Project Managers and internal accountants whenever and wherever they need it. From tracking daily project activity, to grantor billing, Project Ledger transforms your organization so you can effectively manage the accounting of your projects — from inception to completion. Combined with Grant Accounting, it provides you a means for complete, end-to-end project or program accounting.

Within Project Ledger, users can:

- Define alternate reporting calendars, which may differ from the standard fiscal calendar
- Define roles and assign resources to those roles
- Perform cost allocations for costs that are shared across projects
- Define Periods of Performance for acceptable date ranges for requisitions, purchase order, invoices and so on, with different dates for each type of transaction
- Review and manage project costs and funding
- Project Ledger also acts as the information bridge between the needs of the field accounting and central financial accounting functions. It provides a centralized repository for maintaining and analyzing information related to individual projects, whether the end product is a fixed asset, a service deliverable or a strategic review of your internal operations. It allows your organization to manage the life cycle of programs, capital investment and internal projects. Project Accounting was created specifically to address the unique requirements of project-centric organizations. You gain comprehensive functionality, automation and integration with this system. Your managers can view immediate project costing status to respond quickly when financial or operational issues arise.

Integration Points

Project Ledger integrates with:

- Global Ledger: Chart of account elements, values and structure, System controls. Project-related transactions, including journals and cost allocations.
- Requisitions, Purchasing, Procurement Cards, Payables, Inventory Control, Contract Management, Strategic Sourcing: Valid project values and structure, Period of performance controls. Project-related transactions.
- Asset Accounting: Create and update capital and project-related assets.
- Payables: Display of invoice and payment details to suppliers. Allows entry of invoices by suppliers.
- Grant Accounting, Billing: Define funding relationships with projects. Allocate project-related transactions to appropriately account for, distribute and bill grant-related expenses across funding sources.
- Payroll: Project-related transactions for labor distribution.



Module Name	Grant Accounting
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Narrative Description of Major Functions

Grant Accounting enables you to optimize the business side of your grant-funded programs by helping to reduce costs, automate system-wide grant processes, eliminate redundant systems and tasks, deliver real-time role-based information and help ensure regulatory compliance. In light of increasing regulatory and financial pressures, organizations often struggle with a number of critical issues, such as tracking and controlling grant-funded expenditures, handling effort reporting, billing and collecting from grantors and understanding the financial aspects of grant-related activities. Grant Accounting is helping organizations to manage their programs more strategically, reduce their risks and become better stewards of their grant resources. For the Department of Transportation, Grant Accounting together with the Project Ledger will provide the foundation to produce FHWA tracking, control and billing. Integration into RASPS and other third-party solutions can be configured as part of implementation.

Grant Accounting is tightly coupled with Infor Project Ledger. Programs or projects defined in Project Ledger are linked to grants using a one-to-one, one-to-many, many-to-one, or many-to-many relationship. This allows grant-related expenditures to be tracked by project or program, grant, grantor, CFDA number, ARRA classification, or user-defined funding source. Grant Accounting allows the State to track funding down to the transaction level, without having to key in one or more funding sources for each transaction. This arrangement allows for maximum transparency and efficiency. Grant Accounting is grantee-based; grantor functions, including pass-through and sub-recipients, can be managed using the Project Ledger and procurement areas of Infor CloudSuite.

Integration Points

Grant Accounting integrates with:

- Global Ledger: Chart of account elements, values and structure, System controls.
- Requisitions, Purchasing, Procurement Cards, Payables, Inventory Control, Contract Management, Strategic Sourcing: Valid funding source values and structure.
- Project Ledger: Valid project values and structures. Define funding relationships with projects. Allocate project-related transactions to appropriately account for, distribute and bill grant-related expenses across funding sources.
- Billing: Creation of funding source invoices for grant-related expenditures.



Module Name	Item & Order Billing, Receivables
Narrative Description of Major Functions	
<p>Item & Order Billing lets you define and maintain pricing, discount, and invoice parameters for the billing needs of the State.</p> <p>Receivables processes deposits and payments, manages customer credit, and tracks historical trends. Receivables automates and manages your cash application and deduction management processes and allows you to track receivables by fund, source, and revenue categories. It improves the collections process and helps tighten procedural controls to facilitate accurate credit management and stronger customer relations.</p>	
Integration Points	
<p>Item & Order Billing integrates with:</p> <ul style="list-style-type: none"> • Global Ledger: Chart of account elements, values and structure, System controls. GL journals created from billing transactions. • Inventory Control: Valid items and item structure. • Order Entry: Invoices related to internal or external orders of inventory. • Grant Accounting: Creation of funding source invoices for grant-related expenditures. • Receivables: Creation of receivables based on billing activity. <p>Receivables integrates with:</p> <ul style="list-style-type: none"> • Global Ledger: Chart of account elements, values and structure, System controls. GL journals created from receivables transactions. • Billing: Creation of receivables based on billing activity. • Cash Management: Payments received to support bank reconciliation. Receivables details for cash forecasting. 	



Module Name	Asset Accounting, Inventory Control, Warehouse
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Narrative Description of Major Functions

Asset Accounting is an integrated, comprehensive fixed asset system that provides access to key information such as book value, location of assets, inventory costs, lease costs and depreciation values. It's flexible enough so you can customize asset definitions by department, cost center, function or location while complying with current accounting standard and reporting requirements.

Inventory Control allows the State to effectively monitor and manage inventory throughout the organization. Inventory Control can be configured to continually calculate reorder information to adjust Economic Order Quantities and Reorder Points. With the ROP set, the system generates replenishment orders within Purchasing enabling the State to keep shelves stocked at the appropriate levels, even during periods of fluctuation. Inventory Control maintains the item master for purchase order and requisition usage.

Warehouse allows the State to allocate inventory, process shipments, and ship inventory to internal or external customers.

Integration Points

Asset Accounting integrates with:

- Global Ledger: Chart of account elements, values and structure, System controls. GL journals created from asset accounting transactions.
- Purchasing, Payables: Asset purchase-related physical and financial data.
- Project Ledger: Valid project values and structures. Create and update capital and project-related assets.
- Inventory Control: Valid items and item structure.
- Billing: Creation of receivables based on billing activity.

Inventory Control integrates with:

- Global Ledger: Chart of account elements, values and structure, System controls. GL journals created from inventory control transactions.
- Project Ledger: Valid project values and structures.
- Purchasing, Payables: Asset purchase-related physical and financial data.
- Order Entry: Invoices related to internal or external orders of inventory.
- Requisitions, Purchasing, Procurement Cards, Strategic Sourcing: Valid items and item structure. Replenishment transactions.



Module Name	Requisitions, Procurement Punch-Out
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Narrative Description of Major Functions

Requisitions is designed to extend the advantages of requisitions beyond the purchasing department. Departmental casual users will be able to create their own requisitions online, while your organization automates the requisition approval process. With this tool, users can quickly adopt online requisitioning as a single point of entry for all goods and service requests. Requisitioning offers templates and other timesaving features, adapted from the world of e-commerce, to quickly make every internal client a productive user of the system with minimal training, including punch-out. Simplified tools give casual users the same powerful search capabilities that power users enjoy, without having to leave the online requisition environment they use to create requests.

Procurement Punch-Out saves your purchasing staff even more time by allowing end users to shop directly at vendor-maintained Web sites, reducing the demands of maintaining an internal item master. By empowering end users to assume more responsibility for their purchases — within organizational rules and negotiated contracts — Requisitions and Procurement Punchout contribute to a faster fulfillment process, thereby boosting satisfaction. And, because built-in controls decrease the potential for off-contract buying, you may significantly reduce your purchasing costs.

Procurement Punchout includes these key features:

- Enables you to punch out to multiple vendor web sites
- Includes support for cXML punchout standards to help you extend your trading community to new vendors
- Gives you the option to work with your vendors to set up your organization’s view of their web sites
- Leverages Requisitions to provide conformity to transaction rules for user access, budget checks and manager approvals

Integration Points

Requisitions integrates with:

- Global Ledger: Chart of account elements, values and structure, System controls. Pre-encumbrances created from requisitions transactions.
- Purchasing: Approved requisitions sourced to purchase orders.
- Inventory Control: Valid items and item structure. Replenishment transactions.
- Strategic Sourcing: Approved requisitions sourced to RFx.
- Contract Management: Contracted item/services and pricing.
- Project Ledger: Valid project values and structures.
- Asset Accounting: Valid assets and asset templates.

Procurement Punch-out integrates with:

- Requisitions: Valid punch-out vendors. Completed website ‘orders’.



Module Name	Purchasing, Procurement Cards
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Narrative Description of Major Functions

Purchasing simplifies procurement processes by establishing vendor pricing agreements and contracts, creating, importing and maintaining item information, and creating and issuing several types of purchase orders. Goods can be received centrally or at individual departments, as well as with smart phones and tablet devices when requesters are away from their desks. The system offers great flexibility while giving your organization a very sophisticated supply chain management system. The result is an efficient tool that reduces errors and keeps suppliers in the 'virtual supply chain' informed. In addition, Purchasing improves the accuracy and timeliness of the internal information flow to suppliers, which translates to enhanced vendor relationships and an improved organizational image.

Procurement Cards is designed to make purchasing more efficient, flexible, and convenient. The State can set purchasing rules and policies, so you can give staff the freedom to purchase the items they need to keep your business running on a daily basis. Audit, review, and approval controls are already built into the system so that your employees can obtain new parts, supplies, or services while avoiding the relative high cost of getting the paperwork approved for low-cost purchases.

Infor Procurement Card module works with the State's bank's procurement card program to give you the flexibility to enhance the use of procurement cards, without limiting control over accounting processes or sacrificing visibility into what is being purchased. With Procurement Card, you can implement and manage your procurement program and help ensure that your employees acquire and receive goods quickly, efficiently, and on an as-needed basis.

With your Infor Procurement Card, you can:

- Limit the use of purchase orders for low-cost, high-volume purchases.
- Reduce out-of-pocket costs and expense reimbursements.
- Pay from one statement instead of multiple vendor invoices.
- Match procurement card charges to purchase orders.
- Link merchants to vendors for easy 1099 reporting.
- Capture additional details like purchase categories and manufacturer details.
- Tie purchases to accounts and activities.
- Include procurement card purchases in your overall spend analysis.

Integration Points

Purchasing and Procurement Cards integrates with:

- Global Ledger: Chart of account elements, values and structures. System controls. Encumbrances created from purchase order transactions.
- Requisitions: Approved requisitions sourced to purchase orders.
- Inventory Control: Valid items and item structure. Replenishment transactions.
- Strategic Sourcing: Purchase orders associated to or generated from an RFx.
- Contract Management: Contracted item/services and pricing. Purchase orders associated to or generated from a contract.
- Project Ledger: Valid project values and structures.
- Asset Accounting: Valid assets and asset templates.



Module Name	Strategic Sourcing, Supplier Portal, Contract Management
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Narrative Description of Major Functions

Infor Supplier Portal is a collaboration toolset designed to maximize efficiency for Infor customers and their diverse supplier base. Supplier Portal provides suppliers with web-based access to self-register, respond to solicitations, electronically negotiate terms and conditions, order, invoice, and payment details, electronic invoice creation, as well as tools that allow suppliers to manage their own accounts. Supplier Portal provides visibility into supplier invoice and payment history. Visibility allows everyone, from buyer to supplier to accounts payable manager, to take corrective action and mitigate risk.

Infor Strategic Sourcing is a role-based application that gives your organization best practices to save you time during the full-sourcing lifecycle from bid creation through award. Strategic Sourcing can help you simplify the process of doing business with your suppliers, and vice versa.

Infor Contract Management is designed to make it simpler, faster, less expensive, and more secure for your organization to create, manage, and monitor contracts. With Contract Management, you'll simplify the contract creation process, allowing your buyers to spend more time on more strategic tasks. If you're using Strategic Sourcing, information already captured with that application can automatically populate the contract templates in Contract Management.

Integration Points

Supplier Portal integrates with:

- Purchasing: Display of purchase order and receipt details to suppliers.
- Strategic Sourcing: Display of RFx details to suppliers.
- Payables: Display of invoice and payment details to suppliers. Allows entry of invoices by suppliers.

Strategic Sourcing integrates with:

- Global Ledger, Project Ledger: Chart of account elements, values and structures. System controls.
- Requisitions: Approved requisitions sourced to RFx.
- Contract Management: Contracts generated from an awarded RFx.
- Purchasing: Purchase orders generated from an awarded RFx.
- Strategic Sourcing: Display of RFx details to suppliers.

Contract Management integrates with:

- Global Ledger, Project Ledger: Chart of account elements, values and structures. System controls.
- Purchasing: Purchase orders associated to or generated from a contract.
- Payables: Invoices associated to or generated from a contract.
- Strategic Sourcing: Contracts generated from an awarded RFx.



Module Name	Payables, Matching, Cash Management
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Narrative Description of Major Functions

Infor Payables & Matching gives you comprehensive payables functionality, including vendor maintenance, invoice processing, payment processing, and regulatory reporting and compliance. You get real-time visibility into vendor invoices and approval processes to better monitor and escalate the payables process. From routine operations to exception handling and accounting, you'll be able to automate and streamline labor-intensive processes to reduce costs.

Infor Payables supports the ability to manage a shared vendor master across the various State agencies. Within a single vendor, the State can track all vendor addresses (solicitation, order, remittance) and locations, each with their own contacts, invoicing defaults and location balances without taking up extra space or having to create additional vendors within the vendor master file. Additionally, Infor Payables supports parent-child relationships for vendors with separate FEIN numbers, but a share a corporate relationship.

Infor Cash Management is a single solution with comprehensive cash management capabilities that can help improve your bank reconciliation processing and strengthen your banking relationship. This solution allows you to monitor cash positions, create cash forecasts, and validate actual transactions against forecasts. It also offers rules-based setup, with interfaces to Global Ledger, creating a flexible system that supports a variety of techniques for managing and automating bank reconciliation, along with multiple short- and long-term cash forecasting methods.

Integration Points

Payables & Matching integrates with:

- Global Ledger, Project Ledger: Chart of account elements, values and structures. System controls
- Purchasing: Invoices associated to a purchase order(s). Receipt details to support matching.
- Asset Accounting: Financial details of a purchased asset
- Payroll: Third-party payments for such things as benefits, garnishments, etc.
- Project Ledger: Project-related transactions
- Cash Management: Approved invoices for payment. Invoice details for cash forecasting.
- Procurement Cards: Approved statements for payment.
- Receivables: Visibility for payment netting between Receivables and Payables. Refund processing.

Cash Management integrates with:

- Global Ledger, Project Ledger: Chart of account elements, values and structures. System controls
- Payables: Approved invoices for payment creation. Invoice details for cash forecasting. Payments made to support bank reconciliation.
- Receivables: Payments received to support bank reconciliation. Receivables details for cash forecasting.



Module Name	Global HR, Transition Management
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Narrative Description of Major Functions

Global Human Resources is our HR foundation that contains the State’s organizational structure, reporting and supervisory structure, jobs/roles/positions, work assignments, etc. It is essentially the framework for the overall integrated suite. The State can maintain and manage all “resources” that contribute to the State’s mission, such as employees, contractors, temporary employees and contingent workers. The State can decide to what degree each group of resources is managed. All personnel actions are automated with the ability to configure workflow and notifications based on the State’s rules and policies.

Transition Management provides tools for the State and to manage employee and administrative tasks associated with an employee transition – onboarding, offboarding, transfer, etc. Transitioning is the process of moving candidates or resources through their employment lifecycles. Transitions can occur at various times during an employment lifecycle, for example, when a job offer is accepted; when the candidate is hired; or when a resource is promoted, transferred, or rehired. Transitions can be set up to transition candidates and resources through any employment lifecycle event. Transitions are executed within the application in transition programs. A transition program is a group of tasks, each of which is assigned either to the candidate or resource or to another person within the organization who is responsible for tasks within the transition process, such as assigning an email address or approving government forms.

Integration Points

Global HR integrates with:

- Transition Management: Valid HR data elements, control data and structure. System controls. Employee Profile data and details. Actions that trigger transition-related events.
- Absence Management, Benefits: Valid HR data elements, control data and structure. System controls. Employee Profile data and details. Actions that trigger absence and benefits-related events.
- Talent Acquisition, Performance Management, Development Planning, Succession Management: Valid HR data elements, control data and structure. System controls. Employee Profile data and details.
- Workforce Management: Valid HR data elements, control data and structure, Employee Profile data and details to support time and attendance activities.
- Payroll: Valid HR data elements, control data and structure. Employee Profile data and details to support payroll activities.
- Global Ledger, Project Ledger: Chart of account elements, values and structures.

Transition Management integrates with:

- Global HR: Valid HR data elements, control data and structure. System controls. Employee Profile data and details. Actions that trigger transition-related events.



Module Name	Occupational Health, Safety Management, Employee Relations
Narrative Description of Major Functions	
<p>Occupational Health allows you can create and track Job or Occupational Health-related requirements such as Influenza shots, TB vaccinations, and Hepatitis testing. These requirements are recorded and maintained at the Employee level but can be assigned by Job or Position or by travel requirements. The State can mass-assign health-related requirements and use scheduling and notifications to streamline the process.</p> <p>Safety Management provides process-driven solutions for gathering incident data, tracking incident-related follow-ups, performing notifications, incident reporting and incident data analysis.</p> <p>Employee Relations tracks an organization's interactions with employees, so that these interactions may be handled in a consistent and fair manner. Organizations can configure Employee Relations to develop rules, regulations, standards, guidelines, or processes around coaching, discipline, and grievances.</p>	
Integration Points	
<p>Occupational Health, Safety Management and Employee Relations integrate with:</p> <ul style="list-style-type: none"> • Global HR: Valid HR data elements, control data and structure. System controls. Employee Profile data and details. 	



Module Name	Absence Management, Benefits
Narrative Description of Major Functions	
<p>Infor Absence Management automates leave planning, administration and compensation for your entire organization. Absence Management combines employee and manager self-service absence management functionality to help you track and analyze consolidated absence and leave accrual information. When used in conjunction with Workforce Management, Absence Management is not the leave plan system of record, but may support specific functions within the State, such as Leave of Absences.</p> <p>Infor Benefits provides complete automation of enrollment, payroll deductions, plan updates and regulatory reporting for employees, retirees, and Cobra participants. Benefits automates your benefit programs no matter the size of your organization or how complex your plans. Benefits provides the automation that makes plan administration and enrollment an easy and efficient process.</p>	
Integration Points	
<p>Absence Management integrates with:</p> <ul style="list-style-type: none"> • Global HR: Valid HR data elements, control data and structure. System controls. Employee Profile data and details. • Payroll: Valid HR data elements, control data and structure. Employee Profile data and details to support payroll activities. • Global Ledger, Project Ledger: Chart of account elements, values and structures. <p>Benefits integrates with:</p> <ul style="list-style-type: none"> • Global HR: Valid HR data elements, control data and structure. System controls. • Payroll: Benefits elections and waivers. Benefits deduction amounts for employees. Benefits contributions by the State. • Global Ledger, Project Ledger: Chart of account elements, values and structures. 	



Module Name	Payroll, Workforce Management
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Narrative Description of Major Functions

Infor Payroll offers a flexible framework to accommodate the State’s complex payroll requirements, as well as offering the ability to generate and maintain comprehensive compensation data and information. Payroll reduces administration workload and duplication of effort with a powerful control monitoring system. Payroll is a reliable and highly secure solution that helps companies—especially those that need a complex pay job costing component—transform tedious, time-consuming, labor-intensive tasks into streamlined, configurable, intelligent processes and policies that optimize operational efficiency to reduce cost.

Infor Workforce Management (WFM) is a comprehensive solution that aligns labor management with the State’s rules and policies. Integrated modules address forecasting and budgeting, scheduling, time and attendance, performance management, and compliance, streamlining processes to increase efficiency while encouraging employees to focus on activities that generate more value.

WFM provides a complete time and attendance solution with a configurable scheduler to assign, monitor and track employees’ schedules; processes their time entry through a myriad of options; streamlines supervisors’ review and approval of time cards by flagging exceptions; tracks overtime, comp time, grace time and more based on configurable rules; tracks historical time entries and supports retro time card changes; and provides a robust reporting tool with dashboards, widgets and more.

In addition to helping reduce payroll costs, WFM delivers an auditable structure to help ensure compliance with legislative requirements. Comprehensive audit trails enable organizations to monitor and assess compliance with complex regulations like the Sarbanes-Oxley Act, Department of Labor regulations, FMLA, and internal policies like union rules. Predictive capabilities such as alerts enforce the most complex pay rules, even when they vary across the organization.

Integration Points

Payroll integrates with:

- Global HR: Valid HR data elements, control data and structure. Employee profile data and details to support payroll activities. Employee compensation details.
- Benefits: Benefits elections and waivers. Benefits deduction amounts for employees. Benefits contributions by the State.
- Workforce Management: Approved time and leave details for payroll processing.
- Global Ledger, Project Ledger: Chart of account elements, values and structures.
- Workforce Management integrates with:
- Global HR: Valid HR data elements, control data and structure, Employee profile data and details.
- Payroll: Approved time and leave details for payroll processing.
- Global Ledger, Project Ledger: Chart of account elements, values and structures for time reporting (if needed).



Module Name	Talent Management – Talent Acquisition, Goal Management, Performance Management, Development Planning, Compensation Management, Succession Management
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Narrative Description of Major Functions

Infor Talent Acquisition arms hiring managers, recruiters, and others involved in recruitment activities to strategically acquire top-quality talent. Use the tool to define the State’s workforce needs, tap into appropriate job-candidate sources, efficiently communicate offers and contracts, and effectively manage data about current and potential talent. Once you have selected your top talent, you may also expedite their onboarding process by leveraging functionality for all employee transitions. As a result, new and existing employees are better equipped to quickly and productively perform in their new roles. Talent Acquisition will help the organization reduce the average time to fill a vacancy, and through automation will help free up HR resources to focus on more strategic initiatives. enables the State to beat the competition to the best and the brightest talent.

Infor Goal Management helps align employee goals with business objectives. Cascade critical business mission/imperatives and goals down through the organization so everyone – from top executives to individual employees – can see how their goals affect overall organizational success. Infor Performance Management manages a collaborative process helps you evaluate and measure employee performance, retain top performers, and reduce attrition and flight risk. It allows you to track and complete unlimited numbers of 360-degree employee and group reviews quickly, and in a cost-effective manner. Each review is designed to provide you with insight on how customers, vendors, peers, and supervisors view your employees' performance, as well as how your employees view themselves. The data you gain facilitates your quest to consistently attract, identify, and retain top talent. Infor Development Planning enables the design of developmental plans, learning activities and other initiatives designed to maximize employees’ performance in their current role – as well as prepare them as the State’s future leaders. Infor Compensation Management enables the State to align employee performance and development achievements with compensation planning to maintain competitive pay levels while managing payroll costs, manage total compensation, including pay-for-performance, compensation planning, and awarding. Infor Succession Management enables the State to create plans for filling both expected and unexpected vacancies, allowing you to develop succession pools for critical positions or competencies to the State. Additionally, you can identify talent pools that are used to identify resources with specific competencies that may not be related to a specific job path. Each succession pool and talent pool provides analysis on gaps, providing the State with valuable information for employee development activities to ready employees for future needs.

Integration Points

Talent Management integrates with:

- Global HR: Valid HR data elements, control data and structure. Employee profile data and details to support talent management activities. Employee compensation details.



Module Name	Learning Management
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Narrative Description of Major Functions

Infor Learning Management is the most robust end-to-end solution on the market for creating, delivering, and reporting on learning throughout your internal and extended organization. This solution accelerates the rate at which you can help employees achieve their full potential by improving productivity, enhancing compliance, and contributing directly to the success of your enterprise.

Learning Management is comprised of a learning content management system, content authoring, advanced reporting, social collaboration, mobile learning, and certification/compliance management. The application is geared to help organizations quickly drive performance and productivity throughout the extended enterprise, and better support employees to do more of what they were hired to do.

With Learning Management, the State will get tools for:

- Learning management system (LMS) and learning content management system (LCMS) integration— Create, publish, deliver, manage, and track learning content from a single platform
- Mobile learning—Interact with learning via smartphones and tablets. Our solution is compatible with all major mobile devices for learning on-the-go and on-demand
- Social learning—Create blogs, wikis, videos, and podcasts to enhance learning. Enable networking, collaboration, and informal learning to support learning objectives
- Certification and compliance management—Enable robust certification management and tracking. Ensure compliance with corporate programs and regulatory requirements
- Competency management—Assess, evaluate, manage, and measure knowledge, skills, and behaviors linked to specific competencies. Help your business units to manage knowledge assets and people skills to deliver on their business objectives. Map learning paths for your employees to close gaps on required competencies
- Learning portal—Manage the gateway to the enrollment, certification, and learning activities within the system. Establish multiple portals for different audiences with a single installation and allow user self-registration and automated user profile updates
- Content authoring—Transform any subject matter expert into a cost-cutting power user. Content authors can create, update, and localize effective and engaging media-rich eLearning content faster than ever before. Allow your learners to interact with their content from laptops, smartphones, and even off-line

Integration Points

Learning Management integrates with:

- Global HR: Valid HR data elements, control data and structure. Employee profile data and details to support learning activities. Update employee profile with completed learning activities and certifications.



Module Name	Budget Formulation Management
Narrative Description of Major Functions	
<p>BFM supports the critical workflow and analysis requirements in public sector budgeting. BFM provides budget formulation, budget review and decision tracking, base budget development, incremental budgeting, capital programming, strategic planning, budget allocation and budget transfers and supplemental appropriations.</p> <p>BFM provides comprehensive personnel cost forecasting, allowing users to forecast salaries and benefits by position, employee, job class, and bargaining unit. Positions can be assigned to incremental decision packages with all the calculations and formulas automatically applied to provide consistent and accurate labor costs.</p> <p>Built on a data structure specifically designed for speed and reporting. BFM table structure provides an environment where any user, at any technical skill level, can prepare their own ad-hoc queries, execute models, and create budget scenarios that meet the complex needs of state budgeting.</p>	
Integration Points	
<p>BFM integrates and shares data with the following systems:</p> <p>Financial System – Chart of Accounts, Actual Expenditures and Revenues, Encumbrances, and Budget Modifications. Financial data is usually integrated on monthly close but can be performed on whatever schedule meets the State’s needs.</p> <p>Payroll and HR – Position and employee data, class codes, benefits, and supplemental pays. Rates and cost factors including benefit rates, salary tables, benefit plans and other costs. Payroll and HR data is interfaced at the beginning of each budget cycle and as often as required to meet the budget reporting needs of the State.</p>	



Module Name	Reporting Tools
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Narrative Description of Major Functions

Infor's proposed Technology Foundation includes a comprehensive business intelligence platform that provides industry-specific analytics, robust reporting tools, delivered online inquiries and reports and personalized dashboards. Reports can be executed on all fields within the solution. Any user who has security access, can create a new report or online inquiry.

Information access can be tailored to the organization's user community, providing the information they need, when they need it, and how they need it - simplifying complex reporting and analysis processes. The proposed Infor Technology Foundation includes the following business intelligence components:

- Standard Reports
- List View Inquiries & Reports
- Spreadsheet Designer
- Embedded Analytics & Dashboards
- Birst

The following capabilities are available:

Standard Reports. Provides 500+ out-of-the-box standards reports across applications that have configurable parameters and can be run on-demand and scheduled and delivered via online or through email in PDF or CSV formats.

List View Inquiries & Reports. Hundreds of delivered, configurable list views available for ad-hoc reporting that can have save parameters, published to a report catalog, and have chart capabilities.

Spreadsheet Designer. The Infor Spreadsheet Designer is an Excel plug-in that creates a wizard-driven reporting tool for users to create ad-hoc reports with robust filtering capabilities with the added ability to update data into the system applying the same business rules as if online. With Infor's Spreadsheet Designer, you can access any application page and field(s) from the Infor solution and send the data directly to Microsoft Excel, thus allowing ad-hoc reporting and analysis without any technical expertise or knowledge required. Users can also create mail merge letters with any Infor field and send directly to Microsoft Word. Finally, with the upload wizard, you can upload any flat file into the Infor system, using a point and click wizard to map large batches of manual entries directly to the Infor database. All Infor applications are fully compliant with both OLE and DDE standards.

Embedded Analytics & Dashboards. Infor delivers powerful embedded analytics across the solution providing dimensional analysis of key metrics across all business processes and delivered via configurable dashboards. In Infor CloudSuite Public Sector, several analytic cubes are embedded into the solution and provides real-time processing of data to the data warehouse cubes. Traditionally, analytic capabilities have resided outside the business application. With Infor Technology Foundation, analytic capabilities are embedded in the application, which helps users get deeper insight more quickly. Users can navigate with ease, drilling to data details from analytics or to related analytics from business object data.

Birst. With Birst, Infor delivers unique, comprehensive platform for sourcing, refining, and presenting standardized data insights at scale to drive business decisions. The Birst business intelligence platform is a rich, simplified end-to-end BI suite in the cloud, delivering powerful embedded analytics across the solution providing dimensional analysis of key metrics across all business processes and delivered via configurable dashboards.

Integration Points

Infor's Reporting Tools are integrated across the proposed solution.

