



The

**MAGIC**

Mississippi's Accountability System for Government Information and Collaboration

Message

## November 2019

### Completed Activities

- Project Kickoff Meeting
- Initial workshops schedule created

### Ongoing Activities

- Identify subject matter experts
- Change and risk management activities

### Upcoming Activities

- Begin design workshops

### Inside This Issue

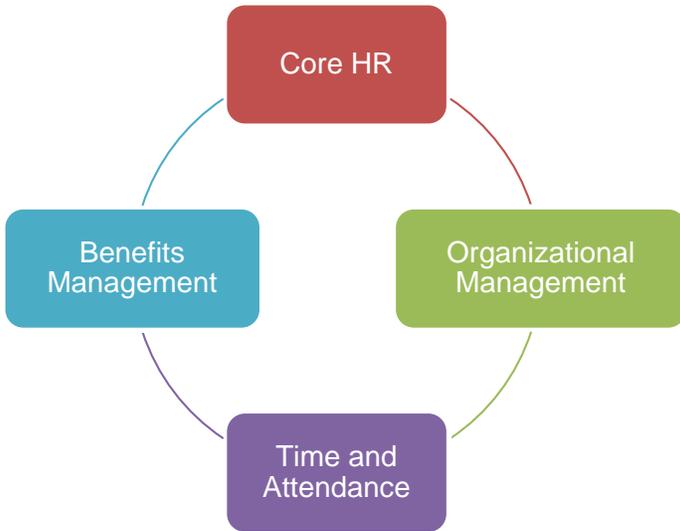
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## Kickoff Meeting

The project kickoff meeting was held on Tuesday, November 12, 2019 with over 300 agency staff in attendance. The project implementation strategy, scope, and other key items were discussed. We have included a summary of several topics in this newsletter. The entire presentation can be reviewed on [DFA's website](#). Please send any questions you may have to the MMRS Call Center at 601-359-1343 or via email at [mash@dfa.ms.gov](mailto:mash@dfa.ms.gov).



## Employee Central (EC)

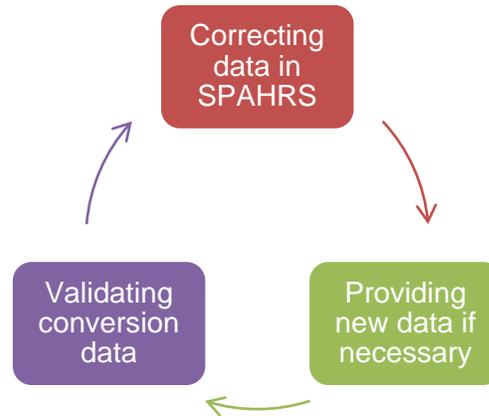


Employee Central houses employee information and includes the following areas:

- **Core HR** covers personnel administration.
- **Organizational Management** includes position control and drives workflow within the system.
- **Time and Attendance** maintains leave balances and feeds data to Payroll. Agencies that use their own timekeeping system and upload files into SPAHRS will be able to do the same with MAGIC.
- **Benefits Management** captures health, life, supplemental insurance, and garnishments.

### Key Points

- All agencies will start using the MAGIC HR functions at the same time.
- The system will go live in FY 2021. The exact date will be announced in the coming months.
- NeoGov will continue to be used for recruitment and will interface with the new system.
- Time Management is part of Employee Central (EC). Timesheets will be entered in EC and interface with SPAHRS for payroll processing.
- Training will occur before system go-live.



There are tasks that all agencies will need to do before using the new system. DFA will communicate specific information about the task as they are needed. Listed below are a couple of the major tasks.

- **Correcting data in SPAHRS** involves ensuring that the data in SPAHRS is accurate. For example, the “report to” values for the Org Structure.
- **Providing new data** for new fields in the system (if needed).
- **Validating conversion data** is the process to ensure that the data loaded in the new system is correct.

## Employee Central Payroll (ECP)

Employee Central Payroll (ECP) is the module used to process employee payments and includes the following areas.

- **Payroll** involves processing employees regular scheduled payroll.
- **Travel Management** includes processing travel authorizations, advances, and reimbursements.

### Key Points

- Agencies will go-live in a phased approach after the Employee Central implementation.
- The rollout schedule & associated activities will be communicated in the coming months.
- The agency's payroll frequency, complexity, and size will be factors for the rollout schedule.

## November

### activity: word search

As Is	Payroll
Benefits	Pumpkin Pie
Casserole	Stuffing
Cranberry Sauce	Subject Matter Expert
Employee Central	Testing
Go Live	Thanksgiving
Harvest	Timesheet
Holiday	To Be
Human Resources	Training
Iteration	Turkey
MAGIC	Workshops
Parade	

R	X	Y	K	C	C	E	T	N	Y	V	P	A	R	A	D	E	B	R	E
G	E	H	K	X	G	K	R	I	Q	E	H	O	L	I	D	A	Y	B	M
O	O	F	U	Y	J	H	E	O	M	A	S	I	S	V	Y	H	U	W	P
L	Z	T	G	M	O	K	P	I	X	K	O	W	T	W	U	M	O	I	L
I	Q	T	W	T	A	N	X	W	H	J	L	L	B	K	C	R	V	A	O
V	B	E	N	F	N	N	E	S	G	E	F	H	W	O	K	M	T	C	Y
E	X	C	F	M	G	A	R	D	X	K	R	E	W	S	G	X	H	V	E
N	X	U	T	S	N	C	E	E	C	U	E	B	H	H	N	U	A	S	E
O	P	A	E	T	I	F	T	R	S	W	P	O	L	G	I	M	N	P	C
I	U	S	E	I	F	Y	T	I	R	O	P	T	Y	J	N	D	K	A	E
T	M	Y	H	F	F	H	A	F	M	S	U	E	X	Y	I	B	S	Y	N
A	P	R	S	E	U	N	M	B	L	A	K	R	D	K	A	G	G	R	T
R	K	R	E	N	T	W	T	T	Q	R	G	Y	C	T	R	E	I	O	R
E	I	E	M	E	S	J	C	S	U	N	J	I	E	E	T	R	V	L	A
T	N	B	I	B	B	W	E	T	E	Q	R	S	C	W	S	S	I	L	L
I	P	N	T	L	Z	U	J	A	P	V	T	I	R	W	I	B	N	J	O
V	I	A	J	Z	X	C	B	Y	G	I	R	Y	X	L	I	R	G	I	Z
F	E	R	K	E	B	V	U	E	N	J	H	A	Q	U	C	Y	P	T	G
F	H	C	O	G	O	J	S	G	N	A	N	J	H	I	J	I	Q	Y	P
N	K	T	C	X	A	D	G	C	C	A	S	S	E	R	O	L	E	D	Y

The answer key will be provided in the next newsletter. Be sure to look for it in the coming weeks.