CI Anywhere Training

FMIS Team

Schedules – 27th & 28th

SME training Schedule - Monday 27/04/2025		
Time	**SMEs Training Contents**	**Participants**
10:00am	Introduction	Departments & Treasury (Processing & Reconciliation)
	Purchasing Officer	
	EIE	
	Timesheet Admin	
	AR - Departments	
01:00pm	**Lunch Break**	
02:00pm	AR - Treasury	Treasury teams (Processing, Reconciliation & Budget)
	AP	
	GL	
	Bank Recon	
	Budget	

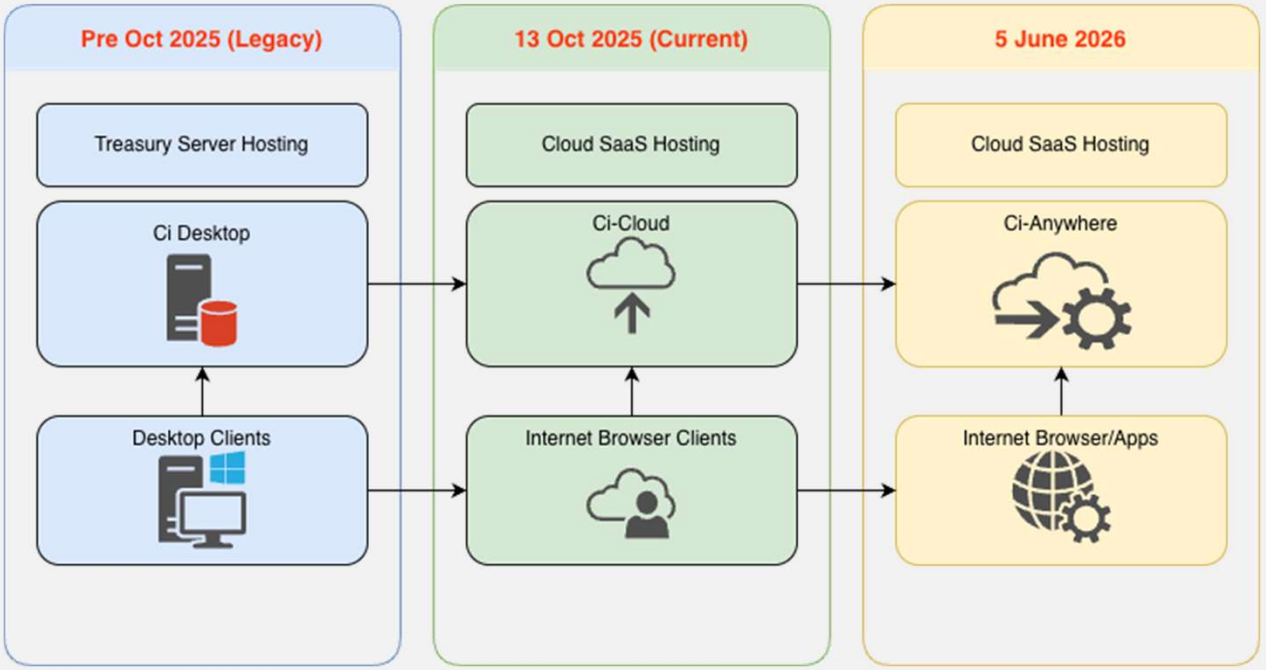
UAT Schedule - Tuesday 28/04/2025		
Time	**Functions**	**Participants**
10:00am	Purchasing Officer - Departments	VTPD, CIE, Ministerial
	EIE	
	Timesheet Admin	NRO
	AR - Departments	NRO, Customs & Transport
	Budget	Budget team (Lemusa)
01:00pm	**Lunch Break**	
02:00pm	Purchasing Officer	Processing team
	AP	
	AR - Treasury	Reconciliation team
	GL	
	Bank Recon	

Training Overview

- FMIS updates
- CIA Introduction
- CIA Modules
  - Purchasing Officer
  - EIE (Executive Information Enquiry)
  - Timesheet Administrator
  - Account Receivables (AR)
  - Accounts Payable (AP)
  - General Ledger (GL)
  - Bank Reconciliation
  - Budget

FMIS Updates

- ❑ FMIS Section on Website.
- ❑ CIA Migration Plan



FMIS Updates – Cont.

- CIA Migration important dates

27 APRIL

SMEs Training

28 APRIL

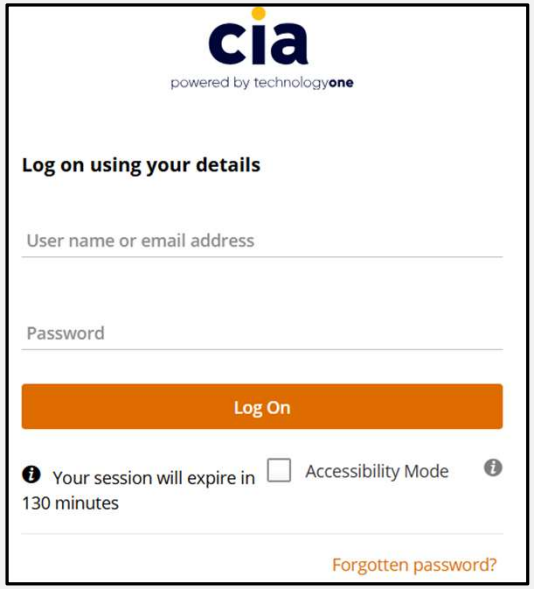
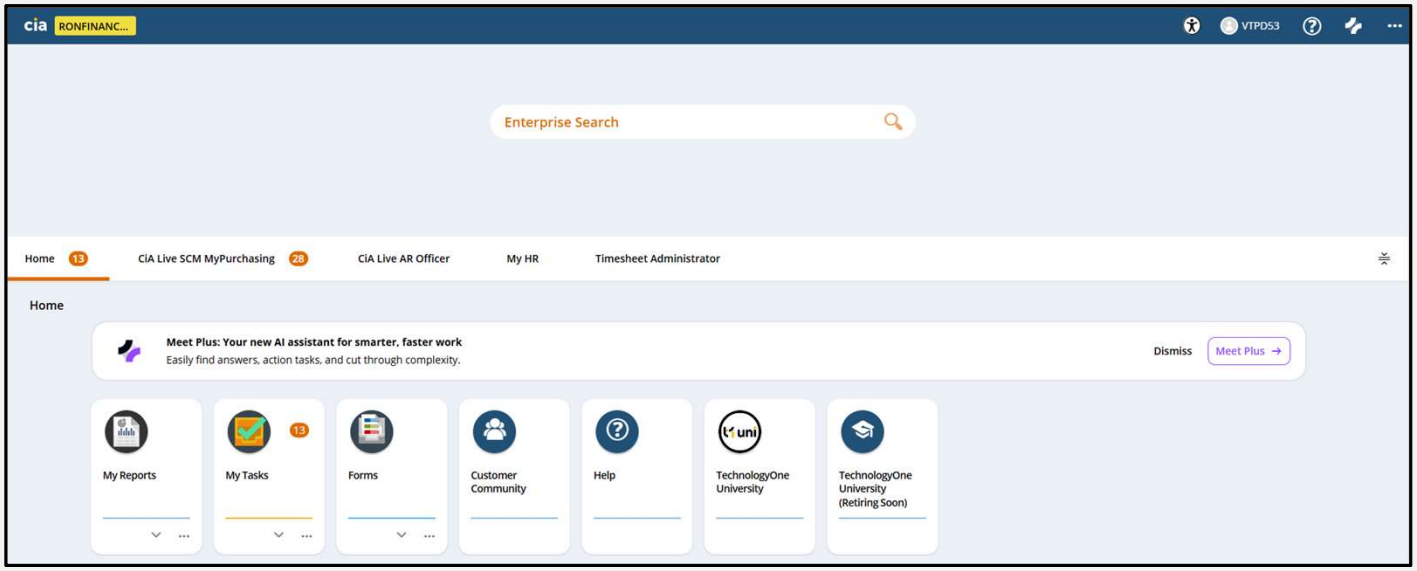
UAT

11 MAY

FMIS users Training

05 June

GO LIVE

CIA Introduction

- ❑ CIA Live Link https://ronfinance-cialive.t1cloud.com/
- ❑ Log in to CIA
- ❑ Customizing of home screen
- ❑ Enterprise search
- ❑ My Tasks