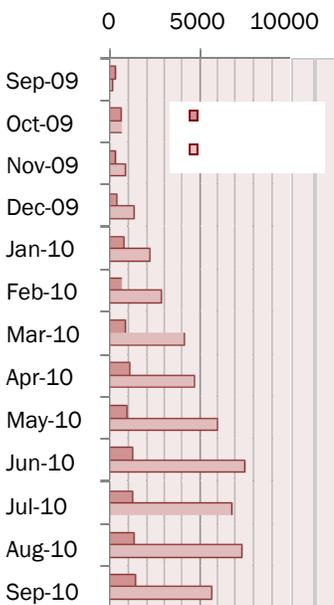


In This Issue:

- **Version 1.2 Deployed**
- **Budget Analysts Training**
- **Roadshow**
- **New Support & Training Resources**



ePM Quick Tip:

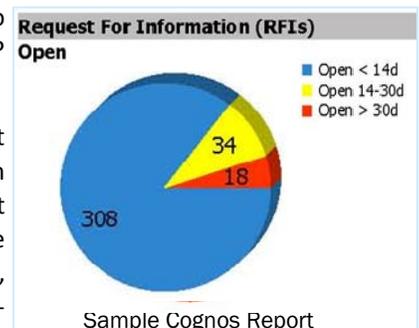
Are you missing a RFI or Cost Account? Check your register view. You may be using a custom view that has filtered out certain columns or types of information. Navigate to "Manage Views", select "Standard", and click on "Apply" to see all the fields of information that are available. Then you can begin to customize a new view that is right for you!

WELCOME to the inaugural edition of the *ePM Connection* newsletter. This publication will serve as a communication tool for the ePM User Community, including: designers, construction managers, customers and GSA professionals. The newsletter will help keep users informed of upcoming activities, provide a snapshot of future product updates, and serve as a forum to share best practices. We plan to highlight common and lesser-known ePM features and functions, and provide practical advice to help improve your user experience inside ePM. We realize that you value collaboration and communication, so we look forward to your feedback and ideas for future articles.

VERSION 1.2- ePM REPORTING AND PIP INTEGRATION

New features are available in ePM v1.2, including two important enhancements: Cognos Reporting and PIP integration.

Cognos reporting will allow GSA users to run project reports and create GSA Standard Forms easily from their ePM data. Cognos currently has four reports that have already been created for end users: Executive Project Fact Sheet, Detailed Project Fact Sheet, SF 184, and Invoice Receiving Report. All ePM users are encouraged to request any new reports through their regional coordinators. The National Core Team will work with regions to identify and prioritize report requests. In addition to these standard reports, Cognos enables Ad-hoc reporting, which can be run at the team's request.



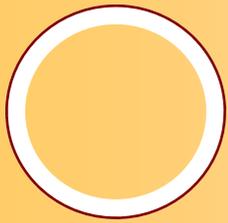
BUDGET ANALYSTS TAKE EARLY STEPS TO SUPPORT ePM IMPLEMENTATION

Although the recent focus of the ePM system has been overall project management, a number of GSA budget analysts have seen opportunities for growth and impact during ePM implementation.

This group of analysts – the ePM Budget Team – was originally assembled to provide guidance on budget elements, entries and workflow. The team decided to expand their objectives when they noticed that budget analysts can and should play a key role in accurately standing up projects in ePM.

The team implemented a national program to train all budget analysts to use ePM financial features so they would be ready to support projects from initial stand-up onward. They accomplished this goal with positive results. The budget analysts appreciated an opportunity to be at the forefront of implementing the new system. Also, they were able to see the clear potential of ePM to replace their cuff records and share their logs easily with other project staff. The budget analysts learned that ePM is flexible enough to include various financial workflow steps and that using the system for basic financial tracking is very straightforward. This success positions the budget analysts well for supporting project teams who choose to utilize ePM financial components to any degree.

Continued on Pg2



ePM ROADSHOW

When: November 2010 - February 2011

Where: EVERY Regional Office

The ePM team is embarking on a Roadshow to each of the regional offices. These visits will allow Central Office an opportunity to share a consistent message regarding the use and implementation of ePM. The goal of the Roadshow is to:

1. Engage Regional Management
2. Meet with Project Teams to collect feedback

Future enhancements and new functionality will also be discussed.

THANK YOU !!

To the Regional System Administrators who have worked extra duty over the last year to help the ePM implementation be a success. Your efforts are greatly appreciated!!

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Continued from Pg 1

It also means that the budget analysts are primed to pursue enhancements in upcoming new versions of ePM. Soon the system will be integrated with other GSA systems such as BI, CPA, FMIS and IRIS.

As ePM implementation proceeds, the budget analysts will surely be valuable resources to their project teams. Meanwhile the ePM Budget Team stands as a model of collaboration for

ePM TRAINING CONTINUES AT A STRONG PACE

Project Teams have loaded all active Capital and ARRA projects into ePM. Having this initial data entered into ePM will enable consistent nationwide reporting. This collaborative tool has been provided to assist project sharing, project communication, and information.

While ePM training and usage is highest among GSA project managers and design and construction contractors, we want to emphasize that training is available to other team members such as program analysts, budget analysts, contract specialists and other potential users. "Any participant in the workflow of a project is encouraged to be trained in ePM," says John Morrell, Region 3 Project Executive. "Training is available for all team members. We've had positive feedback from participants in our role-based training classes. The role-based training ensures that financial people, for example, are focused on the financial and contract features of ePM, rather than say submittals or RFIs. This focus allows for shorter more applicable training classes. Role-based training ensures that people get up to speed on ePM in their own functional areas quickly."

If you wish to request training, please contact your ePM regional system administrator.



NEW RESOURCES TO SUPPORT ePM

GSA recently awarded a contract to AECOM to provide three national system administrators, 11 regional system administrators, five trainers and one project manager/training coordinator for the nationwide ePM team. Under this contract, these professionals will provide additional support at the regional and national levels in several areas: system administration support; project stand-up; ePM training; verification and validation of requirements and assignments within ePM; and Help Desk support.

These services will enhance the overall ePM administrative operation, expanding capabilities for more efficient licensing, report creation and troubleshooting on behalf of ePM users. This contract with AECOM is for one base year and three option years.

ePM Resources:

Login to your project:	https://epm.pbs.gsa.gov
ePM support email:	epmsupport@gsa.gov
ePM support phone:	1 (866) 367-7878
GSA user resources:	http://insite.pbs.gsa.gov/epm
ePM Training Videos and Quick Reference Guides:	http://www.meridiansystems.com/epminfo

