



## Procure-to-Pay (P2P) Objectives

Implement strategic, standardized process

Increase efficiencies by eliminating manual touchpoints

Mitigate risk and increase cost savings

### Recently Completed



- **Configuration**
  - Finalized Production Migration for CSUBUY & CFS
- **Training, Demos and Change Management**
  - Sent 1 Month Out Campus Notification
  - Sent Campus End User and Approver Training Strategies
  - Determined Operational Team Post-Go-Live Open Hour Assignments and Scheduled
  - Booked and Invited Campus End Users to Post-Go-Live Trainings
  - Finalized Preparations for Hosting In-Person Operational Team Trainings
  - Finalized Websites, Processed Documents and Updated Forms
  - Attended Contract Management Training
  - Continued Communication, Meeting and Discussing P2P Impacts with Campus Stakeholder Groups
  - Built Digital Adoption Platform (DAP)

### In Progress



- **Configuration**
  - Converting Amazon Business Accounts to CSUBUY
- **Supplier**
  - Send Supplier Round 2 Invitation Announcements and Invites
  - Extend CSU Network Suppliers to Acceleration Campus
- **Training, Demos and Change Management**
  - Monitor Digital Adoption Platform (DAP) and modify as needed for Acceleration
  - Provide End User Training Materials
  - Communicate Deploy and Go-Live Activities
  - Hypercare Plan and Operational Team Communication



### Coming Soon



- **Training, Demos and Change Management**
  - Attend Pre-Go-Live "A Day in the Life Demos" Trainings
  - Send 1 Week Out Campus Notification
  - Host Post-Go-Live Campus Trainings
  - Schedule and Conduct Level 1 Support Training

### Risks



- Resource constraints with multiple competing priorities (CSUBUY, Concur, CHRS Upgrades)
- Project communication to campus stakeholders