



## Message

### Summer 2011

#### Completed Activities

- **SAP Public Services® Selected as the State's ERP Implementation Provider**
- **Adopted MAGIC Governance Structure**
- **Adopted MAGIC Risk Management Plan**
- **NEOGOV Deployed to Production**
- **Selected Mainline Technologies to provide the MAGIC platform**

#### Ongoing Activities

- **Relocate MMRS to Regions Building in Downtown Jackson**
- **Continue Risk and Change Management Activities**

#### Upcoming Activities

- **Begin the Initiation Phase of the MAGIC Implementation**
- **Begin the installation of the MAGIC platform**

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## *Let the MAGIC Begin!*

The Mississippi Management & Reporting System (MMRS) completed the evaluation of proposals submitted in response to Request for Proposals (RFP) No. 3626 for MAGIC Implementation Services. After a detailed review of all received proposals, the State selected SAP Public Services as the lowest and best vendor to provide the MAGIC Implementation Services.

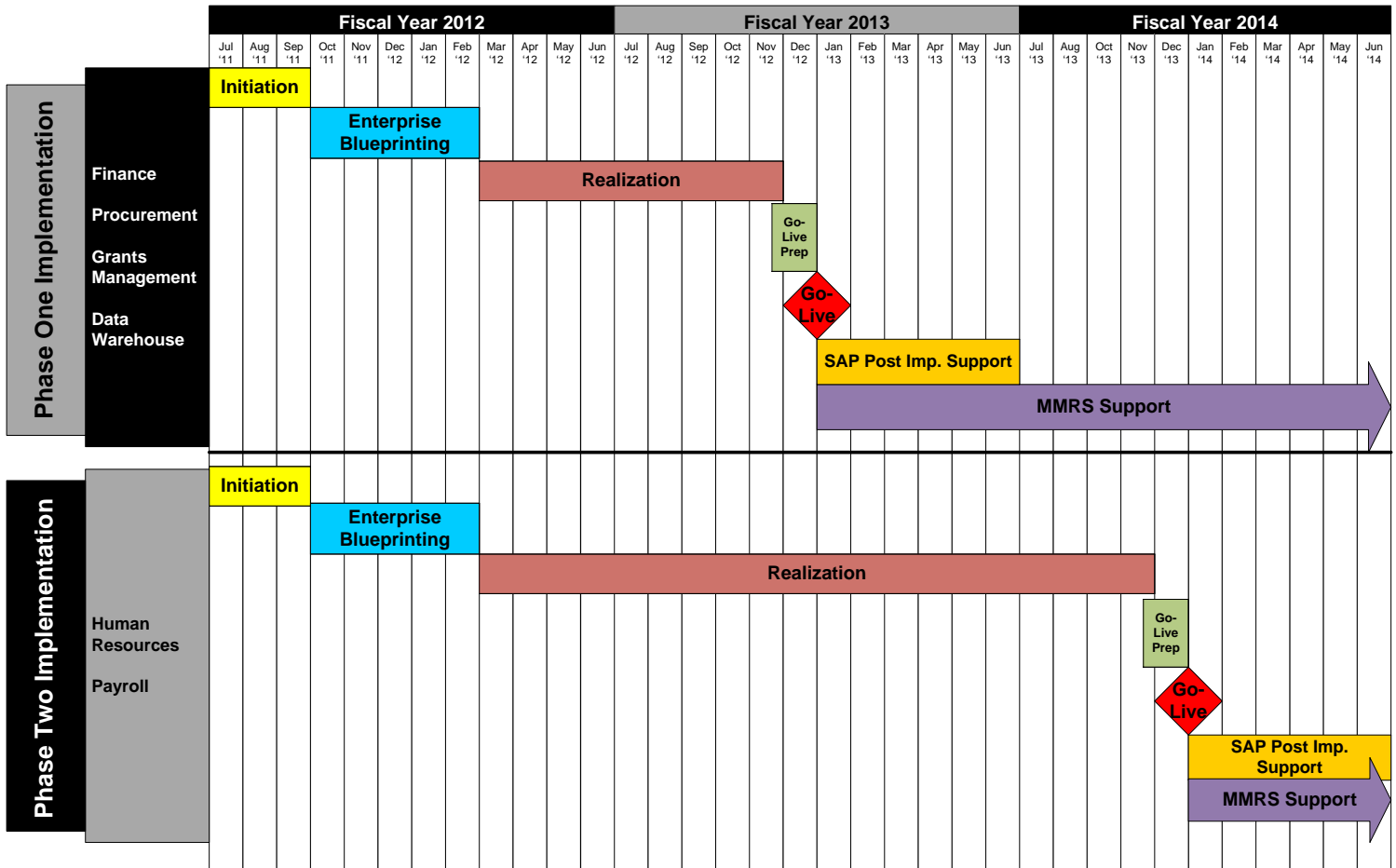
The award was approved by the MMRS Steering Committee at its April 26, 2011 meeting. On April 28, 2011, the Board of ITS approved the award. The MAGIC Task Force approved the award on May 6, 2011.

The State plan follows a thirty-six (36) month implementation schedule. See page two for the complete schedule. The 36 month schedule moves the State toward an earlier decommissioning date for the existing legacy applications and has a lower overall planned implementation cost.

Other states including Tennessee, Ohio, and Pennsylvania employed a similar strategy. Aside from cost and schedule advantages, concurrent phasing offers reduced risks in the form of staffing continuity and a sustained change management focus.

SAP is scheduled to be on-site in July 2011 to begin the initial phase of the project. Additional information will be provided in the coming months, including the official MAGIC Kickoff Meeting.

## MAGIC Implementation Timeline



**Initiation**  
 During this stage, the State & SAP will finalize the project direction, scope, milestones, accountability matrix, management standards, and measurement criteria for success and conduct project kick off meetings.

**Realization**  
 The realization stage involves configuration of the system from the approved blueprint. The configuration process will be iterative. Quality assurance testing and training will follow the iterative process.

**Enterprise Blueprinting**  
 Blueprinting is the process of reviewing and confirming the design of the MAGIC solution. The MAGIC Team will conduct blueprinting for all modules at the same time.

**Go-Live Prep**  
 This stage involves all activities required to ensure the system is ready for use.

**SAP Post Imp. Support**  
 SAP will be onsite for six months after phase one and phase two go-live to provide additional MAGIC support.

**Go-Live**  
 The system is ready for production use. Phase one is scheduled to go-live 1/1/2013. Phase two is scheduled to go-live 1/1/2014.

**MMRS Support**  
 MMRS will provide on-going MAGIC support.

## MAGIC A-Z 26 Things You Need to Know!

**A**gency Readiness Managers (ARM) will be identified by each agency as the MAGIC Project Team's single point of contact for all MAGIC related activities for that agency. Check the [MMRS Website](#) for more information.

Blueprinting is where the "as-is" and "to-be" processes, using the SAP software and the State's requirement matrix, are documented and confirmed.

The Change Control Board (CCB) is the governing body responsible for reviewing and approving all Advisory Work Group (AWG) escalated changes. The CCB is a component of the Governance Structure.

Deliverables delineate milestones in the implementation process. The MAGIC Project Plan and Testing Plan are two examples. There is a payment tied to each MAGIC Deliverable.

**E**nd-Users will, primarily, be the users of MAGIC. Some of them will also be involved in the blueprinting, testing, and training of the system to verify that it will perform the intended functions and satisfies the business requirements.

Flexibility is the ability to react quickly and embrace change. As MAGIC moves forward, it will be important for all end-users to be flexible and embrace the new system.

Governance is the structure within which decisions are made. See page 4 for more information.

Human Capital are the people resources available to the State to perform work.

Independent Verification and Validation (IV&V) is a process by which an independent party performs quality assurance activities. MAGIC's IV&V independent party is STA Consulting.

Job role level security defines what a person will be able to do and see within MAGIC. Security will be based on a position and its responsibilities (i.e. payroll officer) not a specific individual.

**K**nowledge transfer is key to MAGIC's success. The SAP Consultants will train MMRS staff to use SAP. MMRS will then train State agency personnel to use SAP. State agency personnel will then train others within their agency to use SAP. Our knowledge transfer process will follow a "train-the-trainer" approach.

**L**ifecycle process support is part of SAP Product Lifecycle management for integrating SAP with other business suite applications.

Manager Self-Service will enable managers to access data and complete processes related to their management roles such as hiring employees, creating budgets, and approving timesheets.

**N**etweaver is a SAP's operating platform and supports integration of various application components services using a model-based approach.

Organizational Change Management includes all activities required to ensure the State is prepared for MAGIC.

**P**roject phases are the periods with different GO-LIVE objectives. See Page 2 for the MAGIC's projected phases.

Quality Management is an iterative process of ensuring MAGIC will identify, quantify, assign, mitigate, and monitor core project components.

**R**ole-based security is the concept of granting MAGIC end-users access to the functions within SAP based on their job responsibilities.

Security is ensuring that the necessary private information (e.g. SSNs) will only be available to the appropriate end-user and ensures proper access is granted to the appropriate roles.

The Tools MAGIC will use will enable collaboration. Solution Manager, one of the tools, will allow the Project Team to keep track of all project activities.

**U**ser Interface is the visual definition of communication between MAGIC and the end-user.

Value Management processes provide a proven methodology and templates for managing value throughout the MAGIC program.

**W**ork Trigger is a role-based initiation of data or other functionality being pushed to a user based on a "need-to-know" basis.

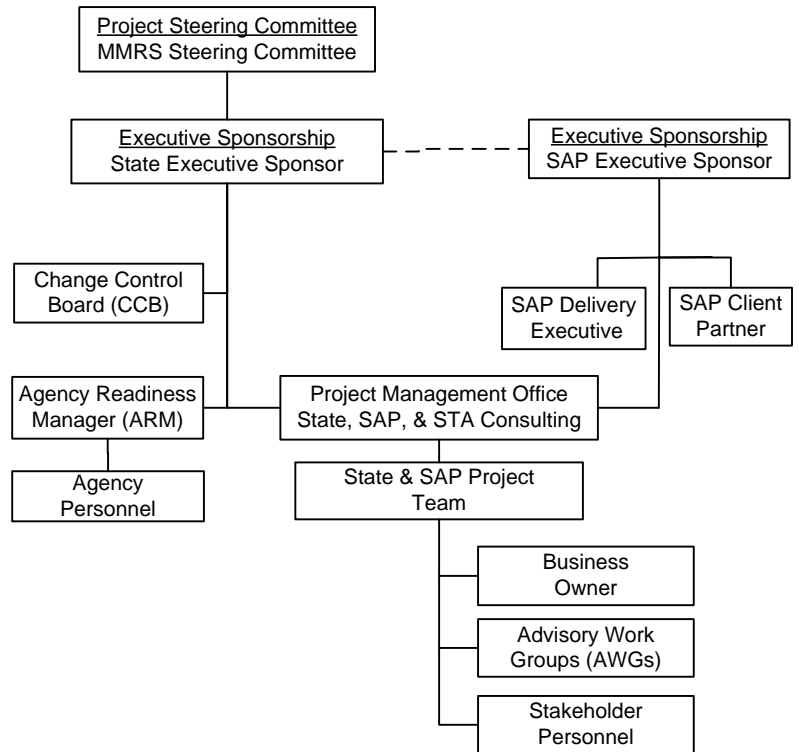
XML is an extensible markup programming language used to share data across a variety of information systems.

Year-End support - SAP will be on-site for the first fiscal year end and calendar year end after system go-live.

**Z**Z/OS is the platform operating system MAGIC will run on.

# MAGIC governance

The MAGIC Governance policy is the management framework for all MAGIC decision making. Project governance provides a logical and robust decision making framework for MAGIC. For more information, please check out the [MAGIC Governance](#) page on the MMRS Website.



# NEOGOV project is live!

On June 6, 2011, NEOGOV Insight system went live!

The NEOGOV system is an online application/applicant tracking system. The new system will bring about many enhancements and automate the recruitment & selection process. Agency staff will be able to create request for job posting, schedule interviews, and hire applicants. Applicants will be able to create a master profile that will allow them to easily apply for job openings.

NEOGOV can be accessed from the [Mississippi State Personnel Board's \(MSPB\) website](#).

# ARM

## agency readiness manager

On May 3, 2011, Kevin J. Upchurch, DFA Executive Director, sent a [letter](#) to all agency executive directors asking them to appoint an Agency Readiness Manager (ARM) for their respective agency.

The ARM will serve as the MAGIC Project Team's single point of contact for all MAGIC related items. The ARM will receive all MAGIC communications and assignments and will be responsible for internal dissemination of communication and assignment of appropriate agency resources.

An ARM kickoff meeting was held on June 16, 2011. As the MAGIC Project ramps up, ARM representatives will become an intricate part of the project.

## We want to hear from you!

Have a question? A comment?  
There are several ways to get in touch with us.

Send an email to the MMRS Call Center at [mash@dfa.state.ms.us](mailto:mash@dfa.state.ms.us).



Call the MMRS Call Center at 601-359-1343.

Use the [NEW MAGIC Feedback Webpage!](#)

The webpage allows you to submit a question, comment, or suggestion on-line. Once submitted, a MMRS Staff Member will contact you.



### MAGIC

Welcomes Your Feedback!

Please use the form below to give comments, questions, concerns, or suggestions regarding MAGIC. We may contact you if additional information is needed. When you are finished, press the Submit Feedback button to send the information to us. All fields are required.

Name:

Phone Number:

Email:

Agency Name:

General Comments or Suggestions:

Submit Feedback

### Thought for Summer!

“Change is part of life and those who look only to the past or present are certain to miss the future.”