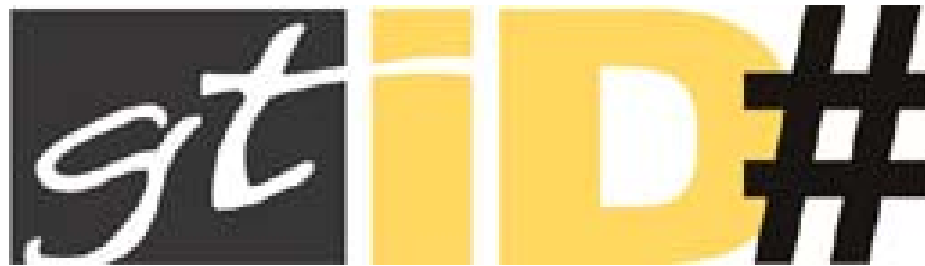


Project Update



Presented by:

Cecil Duvall, Dir-HR Information Technology

Maryann Fogarty, Dir-Payroll

James Pete, Dir-BuzzCard Center

February 6, 2003

Topics



- ⌘ gtID# Implementation Team
- ⌘ History
- ⌘ Solution
- ⌘ What is the gtID#?
- ⌘ When will the gtID# launch?
- ⌘ What does this mean?
- ⌘ Do I need a new BuzzCard?
- ⌘ What is my new gtID#?
- ⌘ How will the gtID# impact the OHR processes?
- ⌘ What is the gtID# Request System?
- ⌘ Who are the authorized department administrators?
- ⌘ What are the gtID# Request System benefits?
- ⌘ Questions?

gtID# Implementation Team



- ⌘ Lori Sundal (Chair) Dir-OIT-Enterprise Information Systems (EIS)
- ⌘ James Pete Dir-BuzzCard Center
- ⌘ Sonny Monfort Project Director II/OIT-EIS
- ⌘ Jo McIver Registrar
- ⌘ Debbie Williamson Associate Registrar, Registrar's Office
- ⌘ Glenn Boyett Dir-IT-Auxiliary Services
- ⌘ Dan Looby Systems Analyst IV, OIT-EIS
- ⌘ Cecil Duvall Dir-HR Information Technology
- ⌘ Marie Mons Director-Student Financial Planning and Services
- ⌘ Monica Rowland Dept Manager II, OIT-Customer Support Center
- ⌘ George Smedberg Sr. Project Director, OIT-EIS
- ⌘ Nan Meeks Systems Analyst IV, GTRI-Information Technology
- ⌘ Steve Green Systems Analyst IV, OIT-EIS
- ⌘ Debbie Bradshaw Project Director II, OIT-EIS
- ⌘ Beverly Edwards Project Director II, System 2000 PeopleSoft Project
- ⌘ Jonathan Huff Dept Manager-IT, OIT-EIS

History



- ⌘ In the past, functional offices such as the Registrar and Payroll were self-supporting.
 - ☒ Each office employed independent software applications.
 - ☒ Readily able to identify and serve **their** “customer”.
 - ☒ Issues were communicated and worked manually by affected offices.
 - ☒ The need to share information was not a “pressing” issue.
 - ☒ Unique system identifiers per functional application.
 - ☒ Banner - PIDM
 - ☒ PeopleSoft - EMPLID

History – Cont.



⌘ Systems Integration

- ☒ Movement towards system integration (albeit separate functional applications) via the Data Warehouse Concept.
- ☒ Unable to consistently identify an individual in multiple roles as the same person within the Data Warehouse.
- ☒ Data Warehouse unique system identifier is the SSN.

History – Cont.



⌘ Increased Number of Campus Ancillary Systems

- ⊗ BuzzCard System
- ⊗ Andover Continuum System (Building Access)
- ⊗ Parking System

- ⊗ Library Systems
- ⊗ Magic (E-Mail)

- ⊗ Ancillary Systems typically utilized to serve all campus constituents.

- ⊗ The unique identifier for each system is the SSN.

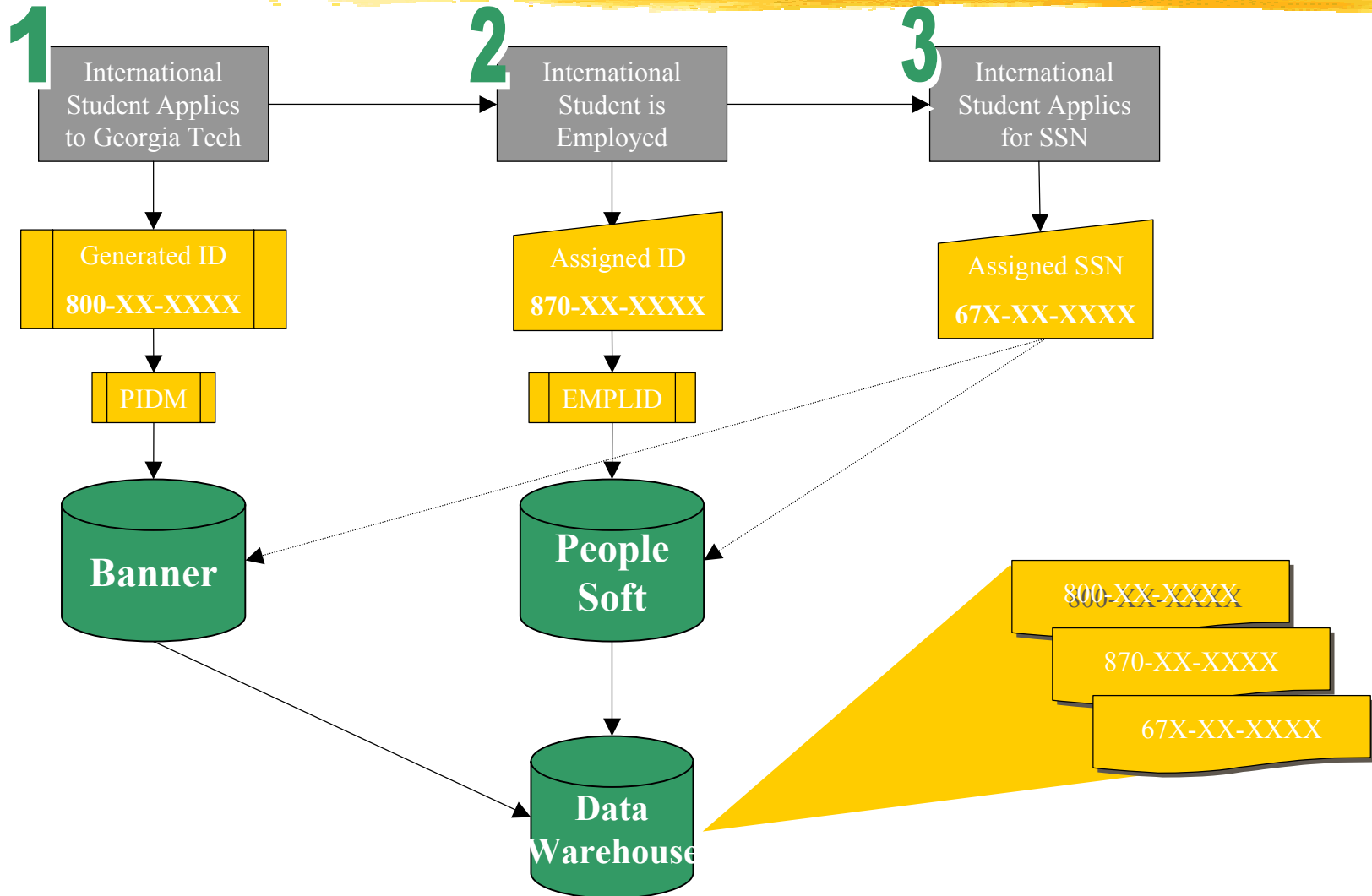
History – Cont.



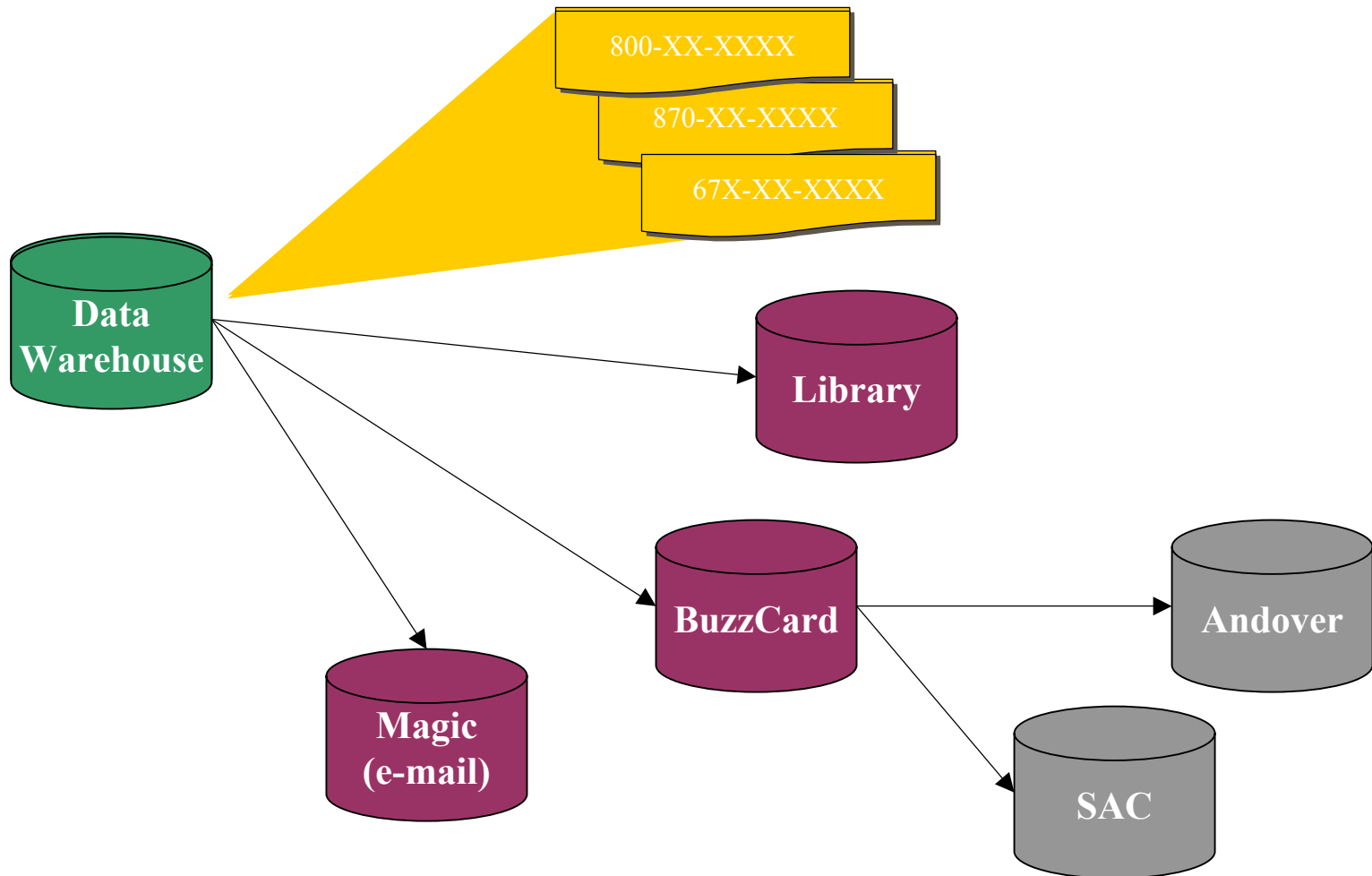
⌘ Business Processes

- ☒ Since Georgia Tech is a diverse community, many campus constituents from other countries do not have SSNs upon arrival.
- ☒ Three campus offices assigned temporary identifiers for individuals without a SSN:
 - ☒ Admissions/Registrar (800-XX-XXXX)
 - ☒ Payroll (870-XX-XXXX)
 - ☒ BuzzCard Center (899-XX-XXXX)
- ☒ The assignment of temporary identifiers for constituents without SSNs has led to the inadvertent creation of multiple identifiers per individual due to the Data Warehouse approach.

Typical Scenario



Multiplicity Factor



Solution



⌘ Creation of a single campus identifier within the Banner System for all Students, Faculty, Staff, and GT Affiliates.

☑ Why Banner?

- ☑ Banner is the origination point for all student records.
- ☑ Banner contains a majority of the faculty.
- ☑ Banner has the capacity to generate a unique identifier that is not related to SSN.

☑ Why a Single Identifier?

- ☑ Ability to correctly identify an individual across multiple systems.
- ☑ Enable Campus Departments to provide reliable customer service.
- ☑ **Inherent RISKS with the continued usage of SSN as the Georgia Tech Campus Identifier.**

What is the gtID#?

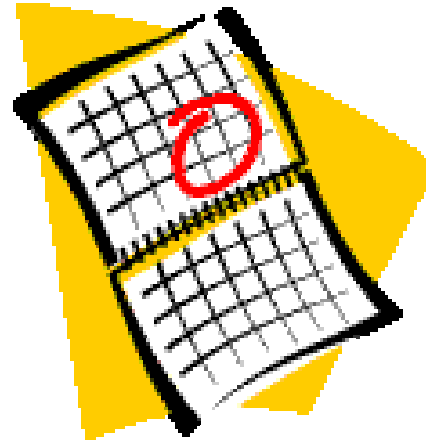


- ⌘ The gtID# is a unique (9) digit identifier (9XXXXXXXXX).
- ⌘ All students, faculty, staff and campus affiliates will be assigned a gtID#.
- ⌘ Your gtID# will not change throughout the lifetime of your association with Georgia Tech.

When will the gtID# Launch?



March 1st



2003

What does this mean?



- ⌘ SSN will no longer be utilized as a “key” to any Georgia Tech information system.
 - ⌘ You will utilize your new gtID# to logon to applications like Parking registration or to make BuzzCard web deposits.

- ⌘ SSN will still be collected and used in accordance with the Privacy Act of 1974.
 - ⌘ SSN required for federal/state tax reporting.
 - ⌘ SSN required for insurance and retirement systems.

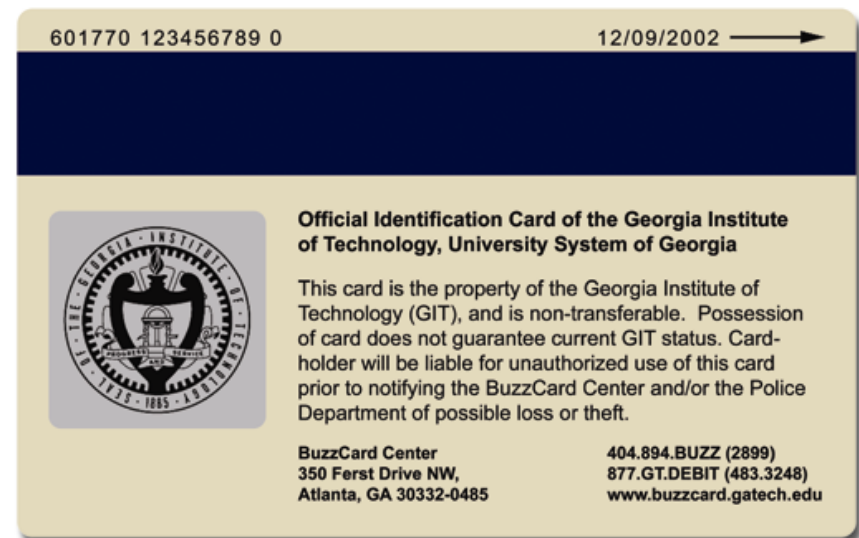
- ⌘ New Georgia Tech Social Security Number Policy adopted August 2002.

Do I need a new BuzzCard?



- ⌘ You do not need to receive a new BuzzCard.
 - ⌘ All current BuzzCards will continue to be accepted across campus with no interruption in service.
 - ⌘ A cardholder may voluntarily come to the Card Center starting March 5th, to receive a new BuzzCard containing the gtID#.
 - ⌘ Your existing BuzzCard must be exchanged for a new card, otherwise a replacement fee will apply.
 - ⌘ There is no charge for the production of a new magnetic stripe only BuzzCard.
 - ⌘ There will be a department charge of \$15/card for the production of a new DuoProx BuzzCard.

New BuzzCard Design



What is my new gtID#?



⌘ After March 1st you will be able to look-up your new gtID# at www.gtid.gatech.edu

Georgia Tech ID Lookup, Parameters Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Links **

Georgia Institute of Technology

gtID# Lookup

Date/Time: 01/27/2003 01:18:12 PM Database: Test

Last Name*

First Name*

Middle Name

Birth Date* (mm/dd/yyyy) / /

Social Security Number - -

* Full or partial Last Name, First Name required / Birth Date required
Social Security Number is optional but if used, all nine digits must be entered.

[Questions about gtID# data](#)
[Having a problem with this site?](#)

Done Internet

Georgia Tech ID Lookup Display - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Links **

Georgia Institute of Technology

gtID# Lookup

Date/Time: 01/27/2003 01:57:29 PM Database: Test

Last Name: **Burdell**

First Name: **George**

Middle Name: **P**

GTID **900012540**

Press Back when finished or the Page will return to the entry page in 20 seconds

[Questions about gtID# data](#)
[Having a problem with this site?](#)

Internet

How will the gtID# impact OHR processes?



- ⌘ EMPLID will continue to be utilized within PeopleSoft to identify employees.
 - ⌘ EMPLID will also continue to be utilized for all Travel Re-Imbursement Requests.
- ⌘ New student employees - gtID# will be assigned by the Banner Student Information System.
- ⌘ New faculty/staff - authorized department administrators will request a gtID# via the new web-based gtID# Request System.
- ⌘ Web PSF has been changed to accommodate the gtID#.
 - ⌘ After March 1st, PSF users will need to re-install MS Word templates.

Web PSF



GT HRMS Data - Login - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media

Links >>

Georgia Tech

Office of Human Resources

Human Resource Management System (HRMS) Data

Session Login

User ID

Password

This is the ID and Password used to access the Data Warehouse

Login Reset

[Change Password](#)

Contact: psf.support@gatech.edu

Done Internet

What is the gtID# Request System?



- ☒ gtID# Request System enables authorized department administrators to:
 - ☒ Submit a request for the creation of a gtID# for new hires and campus affiliates.
 - ☒ Conduct an expanded gtID# look-up/search.
- ☒ gtID# Requests will be processed by the BuzzCard Center.
 - ☒ All requests will be processed within (8) business hours of submission.
 - ⌘ BuzzCards will only be issued to those individuals for which a gtID# Request has been received and processed.

Who are the authorized department administrators?



- ☒ Campus HR Representatives
- ☒ Campus Web PSF Users
- ☒ Administrators with Campus Organizations and Programs
 - ☒ Alumni Association
 - ☒ Athletic Association
 - ☒ GT Foundation
 - ☒ GTRI
 - ☒ ESL-Language Institute
 - ☒ ATDC
- ☒ A self-paced instructional tutorial for the gtID# Request System will be distributed electronically to all current HR Representatives and Web PSF Users along with applicable login information on Wednesday, February 19, 2003.

What are the gtID# Request System benefits?



- ☒ Once a gtID# is generated, normal business processes to request/activate campus services can be initiated.
 - ☒ E-Mail
 - ☒ Building Access
 - ☒ Parking
- ☒ The assignment of a gtID# only constitutes authorization that an individual is eligible for the campus services appropriate to the type of relationship he/she may have with the Institute.
- ☒ New employees and campus affiliates upon arrival to campus will now be able to quickly obtain the services they require on the day they arrive.



gtID# Request System



gtID# Web Application Login - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print View Links

gtID# Request Login

Date/Time: 02/06/2003 10:45:51 AM Database: Production

Login:

Password:

Click [here](#) to Search List of Requestors

By logging into this application, I agree to adhere to the [GT Data Access Policy](#) and [Computer and Network Usage Policy](#) as well as all other GT policies governing the appropriate use of Institute Resources.

Click [here](#) to Change Password
[Forgot your password?](#)

If you have any questions or comments about this site, please email gtid.request@buzzcard.gatech.edu

Done Internet

Questions?



⌘ E-Mail - gtID@ask.gatech.edu

⌘ Web Site - www.gtid.gatech.edu

The screenshot shows a Microsoft Internet Explorer browser window displaying the 'gtID Information Page'. The address bar shows 'http://www.gtid.gatech.edu/'. The page features the Georgia Institute of Technology logo in the top left. A navigation menu on the left includes links for 'How does the gtID# impact me?', 'Project Announcements', 'Frequently Asked Questions', 'Project Timeline / Status', 'Requesting a gtID#', 'Links', and 'Contact Us'. A prominent button labeled 'Look up your gtID#' is visible, with a note '(Available March 1, 2003)'. The main content area contains the 'gtID#' logo and a welcome message: 'Welcome to the gtID# information web site. This site has been designed to provide current information to the Georgia Tech community concerning the use of the new gtID#.' Below this, a paragraph explains the transition from Social Security Numbers to gtID# as of March 1, 2003, in accordance with Tech's new Social Security Number policy approved in August 2002. The footer includes copyright information for 2003 Georgia Institute of Technology and a link to the 'Web Disclaimer'.