# Cayuse SP Upgrade August 9, 2017





### Why are we upgrading?

Evisions is providing an upgrade to Cayuse SP v3.6, which will improve overall functionality.

### What are the pros to upgrading?

- Continued support from Evisions
- Faster processing speeds
- Several enhancements to existing Cayuse SP features will be helpful, and many bugs have been resolved

### What are the cons to upgrading?

- Dealing with change ACK!
- Campus-wide rollout could present unforeseen issues (which ORA will help resolve!)



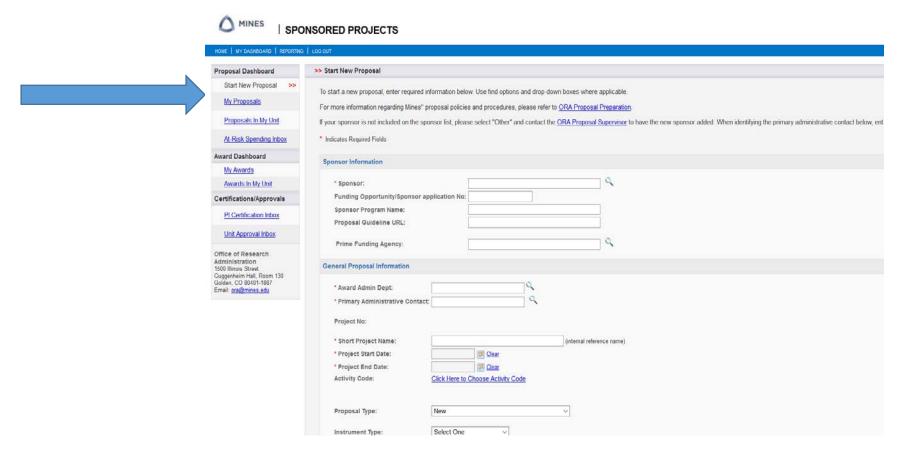
## Key Enhancements, Changes and Bug Fixes

- Increased speed
- More sophisticated search features
- Index/Account Number field was removed with v3.5, the chief reason we chose not to upgrade at the time, but has since returned
- New "Award Status" and "Project Status" drop-down fields give easy updates
- Column filters added in dashboards and search windows
- For fiscal officers, Proposal, Project, and Award Searches have been combined into the Project Dashboard
- "Search Again" function in pop-up window works now (ie: searching by PI)
- "Back to Search Results" finally takes you back to your search results
- Can search for any personnel listed in Research Team, instead of just Lead PI or Investigator
- Can filter notes and attachments based on the file type (ie: "Budget" for attachments, "Award" for notes)



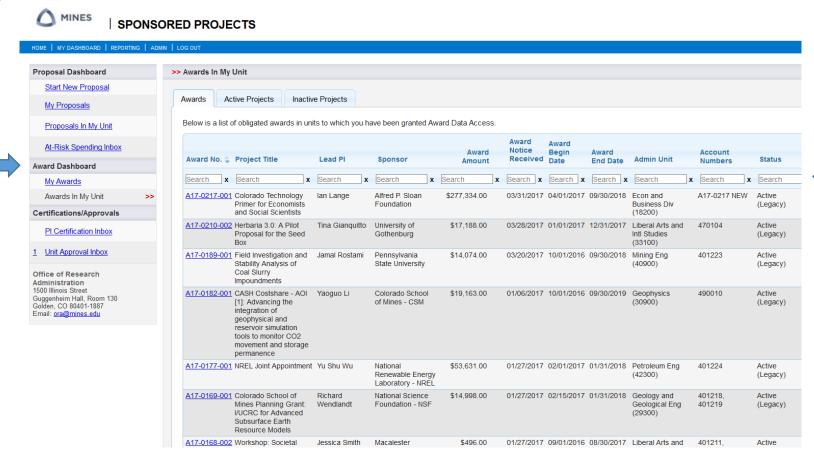
### Starting a Proposal

• PI ability to start a new proposal, upload attachments and submit for routing is unchanged.



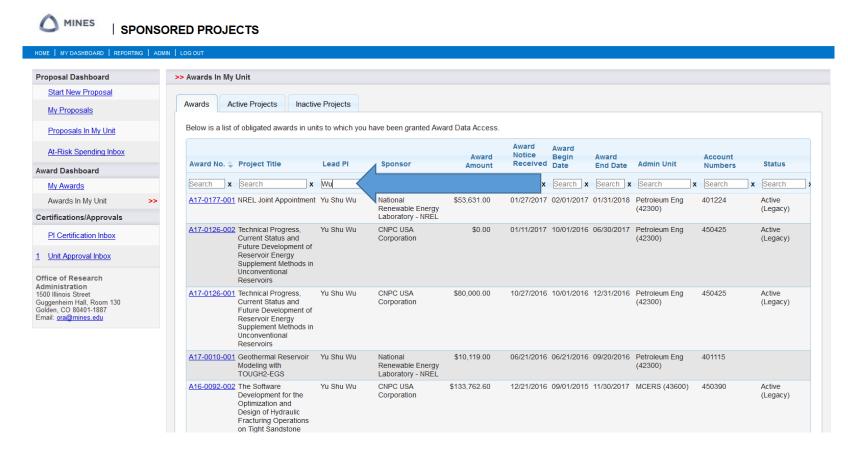


 Award Dashboard search filters allow you to more quickly find your awards by searching any column



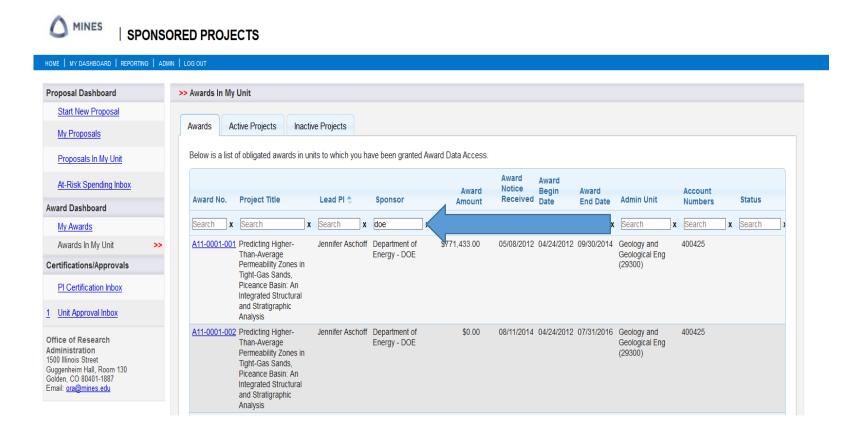


Fiscal Officers can search by PI



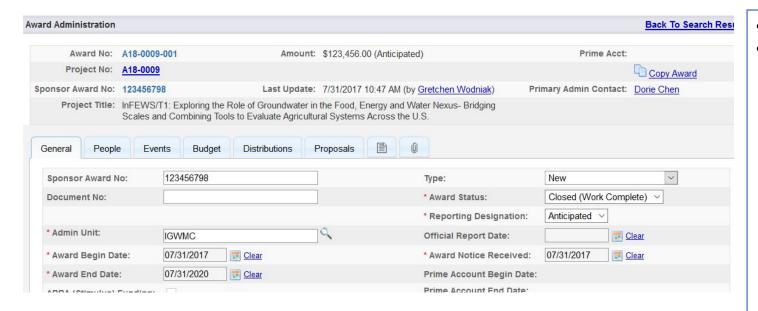


Pls can search by Sponsor





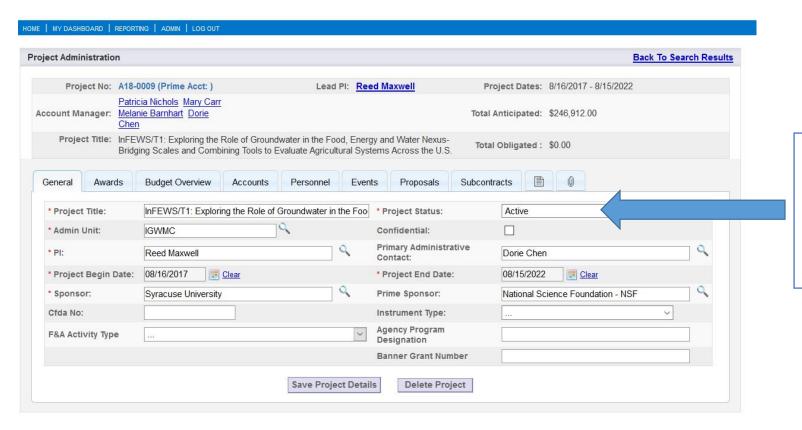
- Award Status field added
- As an award progresses through its review, the Award Status will be updated as needed



- New Award Status field
- Will have new drop down options:
  - Received Pending Review (when ORA first receives award)
  - Received In Review (when award is routed to contract admin)
  - Pending Banner Setup
  - In Negotiations with Sponsor
  - Signing
  - Hold for Compliance
  - Hold for Missing/Revised Docs
  - Pending Grant Admin Review (when award is routed to grant admin)
  - Setup Complete



- Project Status field added
- Project Status will remain "Active" until project enters into Closeout



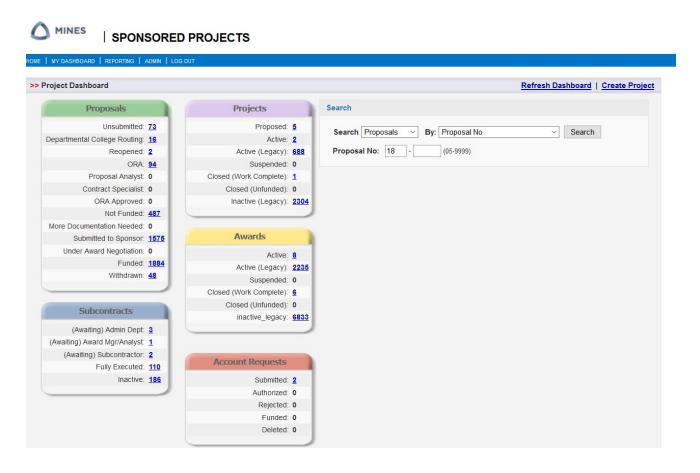
#### Project Status Dropdown Options:

- Active
- Reviewing for Closeout
- Closed



#### Enhancement – Fiscal Officers

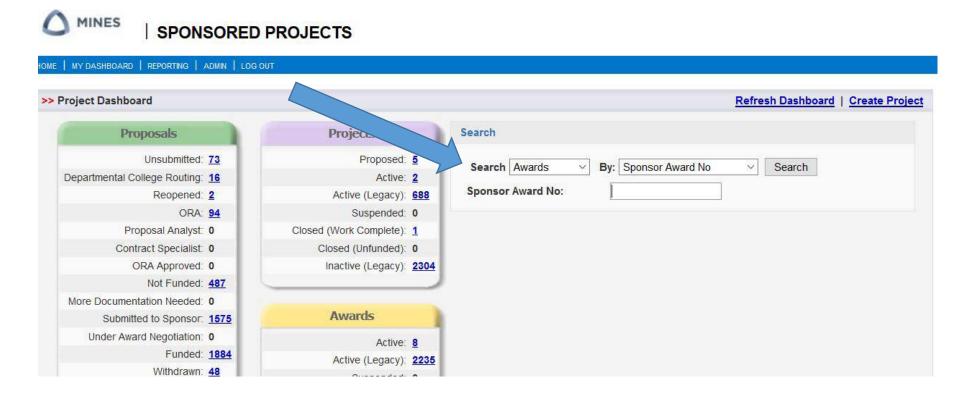
Project Dashboard combines Proposal Admin with Award Admin





#### Process Review – Fiscal Officers

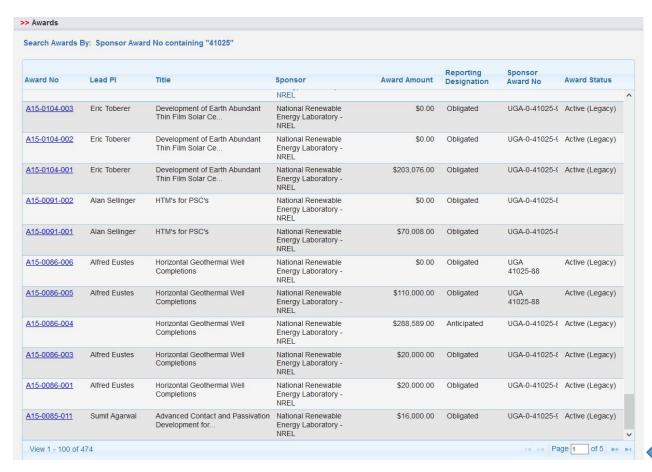
- Project Dashboard Searching via Sponsor Award Number
- You can still use the search toolbar to search for your Awards by index





#### Process Review – Fiscal Officers

Project Dashboard – Search results for Sponsor Award Number

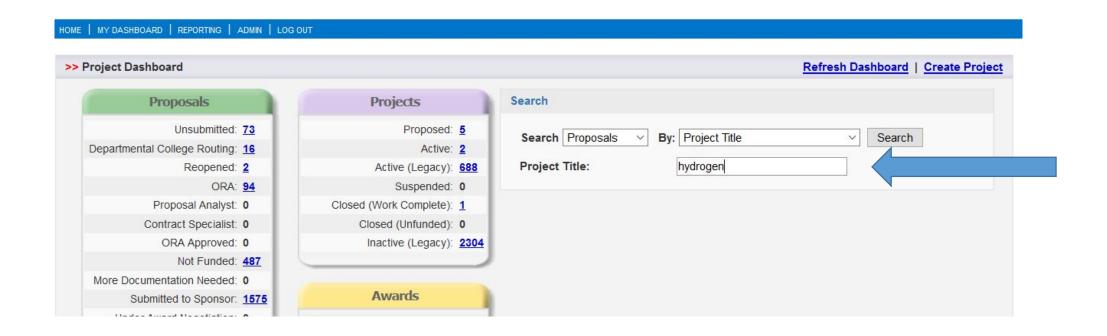


NOTE: "View All" is no longer an option for multiple page results.



#### Process Review – Fiscal Officers

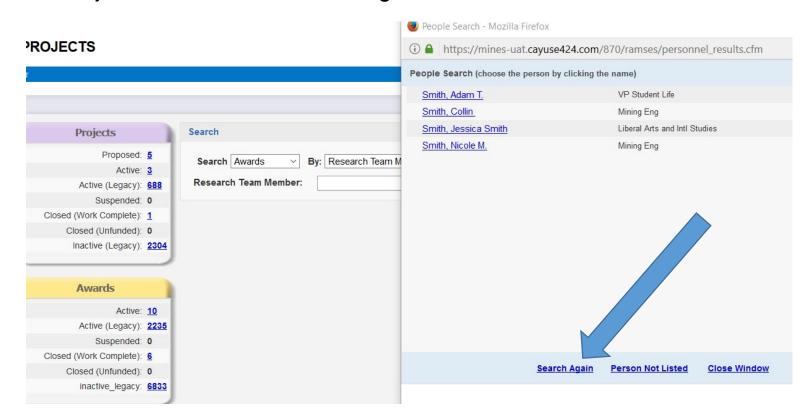
- Project Dashboard Searching via Proposal/Project Title
- You can still use the search toolbar to search for proposals by title, PI, proposal number





### De-bugged

Project Dashboard – Searching via Research Team Member



You can now search for everyone associated with a specific award, project, or proposal. If the results are not what you are looking for, you no longer have to go back to the dashboard. Simply click on the "Search Again" option to go back to the search field.



#### Questions?

If you have any questions about the Cayuse SP upgrade, please reach out ora@mines.edu.

