

DATA ADMINISTRATION
University of Kentucky Information Resource Management
Project Request Form PRF - 00026

Start Date 5/7/2002 **Received** 5/16/2002 **Status** Approved

Title Electronic Forms Entry - web entry for administrative system transactions

Sector VP Administration

Dept Controller

Requested By Marc Mathews

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SectorUnitAffected: All

System CS and IDMS

SubSystem

Type

IV

Mandates

Regulatory/Statutory No

UK Strategic Indicator(s) No

Accreditation Requirements No

University-Wide Needs Yes

Other No

Requirements/Issues This application will reduce the need for processing of paper forms to initiate accounting transactions.

Reference #s

Description To provide a web-based portal for entry of transactional data to feed mainframe administrative systems. Phase I includes Inter-departmental Invoice-Vouchers (IDIV's). The system is being designed to be expanded to other forms in later phases.

Key Issues

Costs Client-Server and IDMS applications programming time.

AvailableFunding IT personnel budget.

Funding Requirements None.

Benefits Ease of entry and better information to campus users. Facilitates more efficient tracking of processing. Eliminates campus-wide typing of documents; eliminates re-keying of typed documents into University's accounting system and provides tracking mechanism for keyed documents, eliminating lost paper transactions.

Deadline None.

Risk Competing project requests.

Policy/Procedure None.

Suggested Priority

Steward Mathews, Marc

StewardApproval 5/7/2002

Dir IRM 1st Review: 5/16/2002