



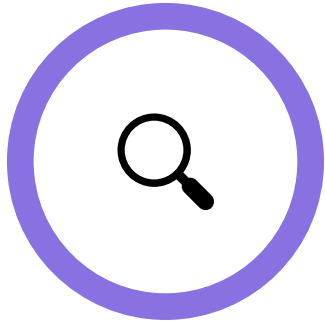
Swipe Right: A P-Card Love Story

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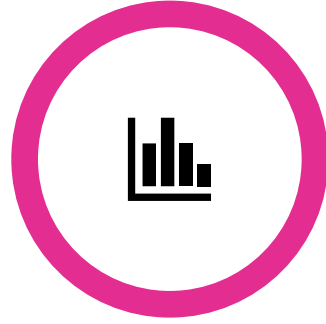
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Things You Should Know



Focus

Agency Preview Sessions are not training. Today, you will see demos of the GA@WORK system and review new business processes.



Data

The data used in today's presentations and demonstrations is not real data. Data is scrambled.



Feedback

Your feedback on what you see and learn today is crucial to the success of the GA@WORK system! To provide your feedback:

- Raise your hand
- Complete the survey questions at the end of this session
- Share your perspective in our testimonial booth!

Q: Fill in the blank:

***Workin' 9 to 5, what a way to make a livin',
barely gettin' by, it's all _____.***

- A. takin' and no givin'
- B. audit-driven'
- C. in the system
- D. part of livin'

Q: What lyric comes next?

Money, money, money, must be funny...

- A. in a poor man's world
- B. in a rich man's world
- C. if you lose your card
- D. when you overspend

Q: Fill in the blank:

Say my name, say my name, when no one is around you, say baby I _____.

- A. love you
- B. am on time
- C. will buy it
- D. don't need you

What's Changing

TeamWorks / Current Processes

Two prior approvals via requisition required

Requisition does not have budgetary impact

Buyer can create a PO reflecting another person's card



GA@WORK / New Processes

Request or Requisition can be used for prior approvals

Requisitions will commit funds

On PO, the buyer and cardholder must match

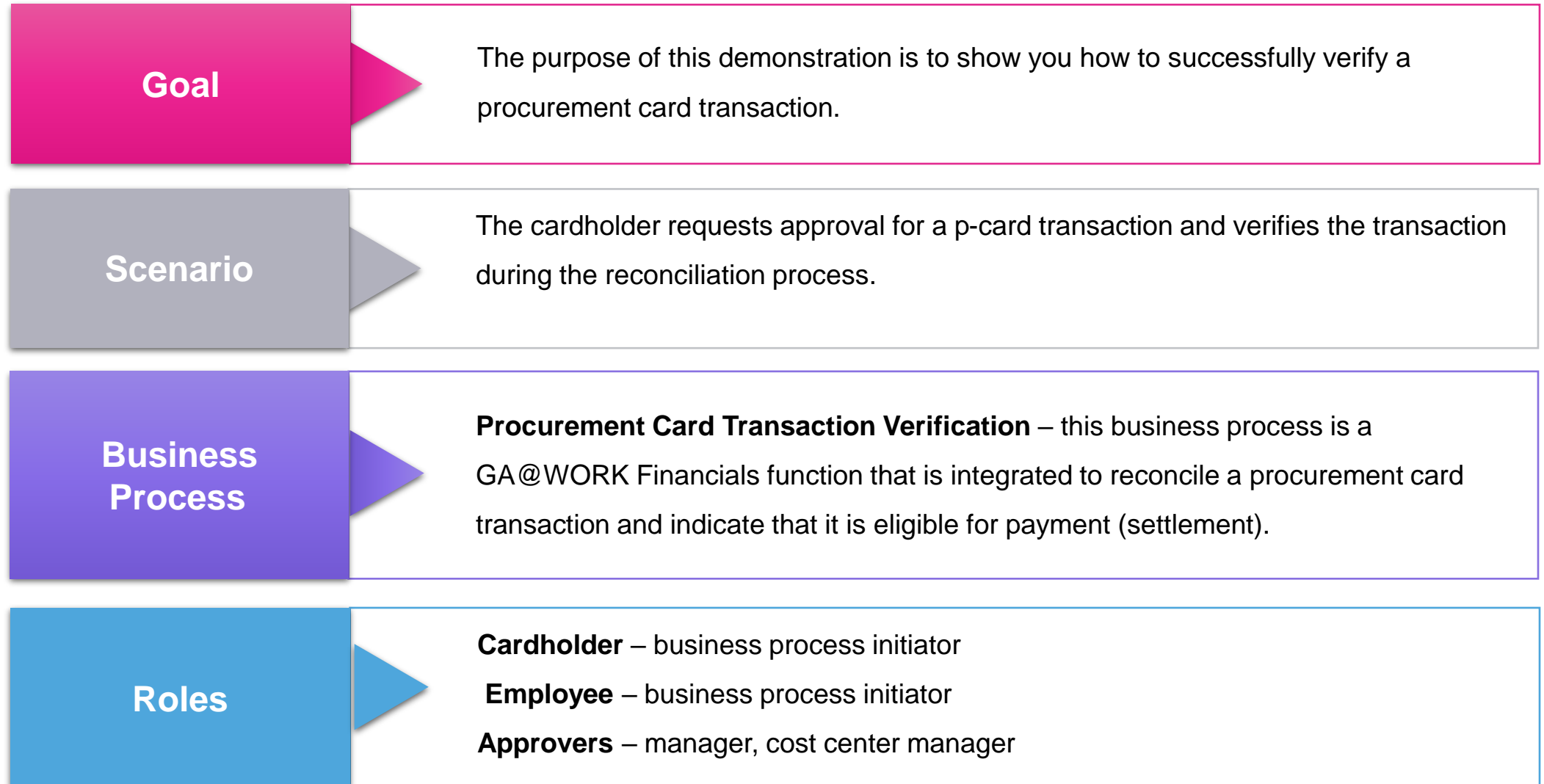
Accounting Overview

PROCESS	LEDGER	DEBIT	CREDIT	NOTES
REQUISITION APPROVED	Commitment	Spend 614000:Supplies and Materials	Spend Obligation 329001:Reserved for Obligations	Commitment will liquidate once purchase order is approved & issued.
PURCHASE ORDER APPROVED	Obligation	Spend 614000:Supplies and Materials	Spend Obligation 329001:Reserved for Obligations	Obligation will liquidate once P-Card verification is approved.
CREDIT CARD FILE LOADED	Actuals	Spend 614999: P-Card Clearing	Credit Card Payable 200002:P-Card Payable	
P-CARD VERIFICATION APPROVED	Actuals	Spend 614000:Supplies and Materials	Spend 614999: P-Card Clearing	Reclasses the initial CC load entry to the true expense. Liquidates PO obligation.
CREDIT CARD FILE SETTLED	Actuals	Credit Card Payable 200002:P-Card Payable	Cash 101000:Cash in Bank	

Accounting Overview - Non-PO

PROCESS	LEDGER	DEBIT	CREDIT	NOTES
REQUEST APPROVED	N/A	No Entry	No Entry	Requests have no budget or accounting impact.
CREDIT CARD FILE LOADED	Actuals	Spend 614999: P-Card Clearing	Credit Card Payable 200002:P-Card Payable	
P-CARD VERIFICATION APPROVED	Actuals	Spend 614000:Supplies and Materials	Spend 614999: P-Card Clearing	Reclasses the initial CC load entry to the true expense. Liquidates PO obligation.
CREDIT CARD FILE SETTLED	Actuals	Credit Card Payable 200002:P-Card Payable	Cash 101000:Cash in Bank	

NextGen Scenario



Q: What lyric comes next?

You can't always get what you want, but if you try sometimes...

- A. you just might find, you have to wait in line
- B. you just might find, you don't need that card
- C. you just might find, it's been declined
- D. you just might find, you get what you need

Q: What is the correct lyric?

Baby, here I am, I'm the man on the scene. I can give you what you want...

- A. I can make your budget clean
- B. I'm hard to handle now
- C. I don't play by the rules
- D. But you gotta come home with me

Q: What lyric comes next?

Every breath you take, every move you make...

- A. Every time you buy, I'll be awake
- B. I'll be watching you
- C. Every rule you break
- D. Every time you spend

Let's Take a Look In the System...



Q: What lyric comes next?

Here I am baby, signed, sealed, delivered...

- A. I'm home tonight
- B. Don't you cry
- C. I'm yours
- D. Right on time

Q: What lyric comes next?

Oh no, not I, I will survive. Oh, as long as I know how to love...

- A. I know I'm alive
- B. I know I'll stay alive
- C. I'll never reconcile
- D. I know I'll thrive

Demonstration Feedback



1. Are there any federal requirements that would restrict / invalidate this process? Describe
2. How different is this process from what you do today? (similar, slightly different, majorly different)
3. How excited are you for this change? (1-5 scale)



NEXTGEN

Questions about NextGen

sao.ga.gov/NextGen

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