

IT Coordinator's Communication

We are approaching the implementation of UC Flex HR, and the purpose of this communication is to provide an update for IT coordinators in preparation for go live.

1. The Human Resources implementation will go live on June 18. This implementation is part of the integrated UC Flex system that was rolled out for financial users last summer. Users will continue to access the application through the UC Flex Portal. Many HR users will be familiar with how to log on to the system because they are currently using the system for Finance. Existing users will continue to use the same logon ID and password. However, some first time users will be added with this HR implementation.
2. All users will need to ensure they are using the latest version of the SAP GUI Version 6.40. In upcoming UC Flex communications, existing users will be asked to update their SAP GUI. New users will be asked to download the new SAP GUI. The latest version and download instructions are available on the UCit Software Web Site at <http://www.ucit.uc.edu/computers/software>. SAP GUI Version 4.60 includes an auto-update feature which will automatically prompt the user to upgrade the GUI when future versions are available.
3. As a reminder, SAP is not supported on Apple Mac workstations. Please refer to the communication, "UC Flex Users with Apple Mac Workstations" sent to IT Coordinators on May 17, 2006 for details.
4. An update on printing with UC Flex HR:
 - There are no special printer requirements for decentral users in departments across the university. Decentral users will be able to print through the web browser using their standard Windows default printer.
 - Central users who work in Human Resources will have a number of custom print forms that can only be printed from a UC Flex defined printer. As with the UC Flex Finance implementation last summer, UC Flex defined printers must be compatible with Hewlett Packard's Printer Control Language (PCL) 5 or above.
5. Minimum hardware requirements for the desktop have not changed since the UC Flex Finance implementation:
 - CPU – Pentium III or equivalent 300 MHz or higher
 - Memory – 128 MB or higher
 - Monitor – 17-inch recommended
 - Resolution – 1024X768 / 32,000 colors
6. Wireless connectivity is not recommended for UC Flex users. The University's wireless network is a dynamic environment that consists of over 450 access points and hundreds of users. If users attempt to connect to UC Flex over the University's wireless network, it is likely they will experience terminated sessions. This is due to a fundamental incompatibility between the way wireless networks allow users to roam across access points – actually re-connecting the computer to different access points within the wireless network. UC Flex, however, needs to maintain verifiable information about the connection. When the wireless network re-connects a user's computer to a new access point, the UC Flex application may not be able to confirm the exact state of the connection. When this happens, UC Flex will terminate the session to protect the integrity and security of the system. Note this re-connection is outside of the user's control and can occur even if the computer has not physically moved. It is recommended that users connect to UC Flex over a fixed, wired network.

Thank you for your continued support of the UC Flex project. If you have any questions, please send an e-mail to UCFlex@uc.edu.