



## FAQ's

### WAREHOUSE CHANGES

**Q. Can we continue to access the warehouse?**

A. Yes, you will access it as you do today. Our goal is to keep the warehouse navigation and querying options as similar as possible to how WH01 operates today. As updates become available, we will update this document accordingly and provide the same facts in the SMOD Squad Newsletter.

**Q. Will information available in the warehouse be real-time or will it be from the prior day?**

A. It will be updated from the prior day, as it functions now.

**Q. Will the new SAMS be able to have more than one instance open at the same time?(i.e., AFN1 and WH01- even if they will continue to be in different modules)**

A. You will be able to view the new SAMS system and WH01 at the same time in separate windows. Additionally, you will be able to have two SAMS screens open at the same time, which is an improvement from the current system.

**Q. I use WH01 to query appropriation information and voucher details, can I still do this?**

A. Yes. This same functionality will exist after we go live. The new system is much more user friendly, and users may find that they would prefer to do these types of queries within SAMS.

### SAP

**Q. Will this impact SAP, and if so, how?**

A. Any impacts to SAP have been discussed with their team and will be thoroughly tested.

**Q. Will there be a seamless integration with SAP?**

A. Yes, we are working with the SAP team to provide a seamless integration.

### TRAINING

**Q. What type of training will be provided (classroom-based training, in-person or virtual)?**

A. Agency end users will be offered a blended learning experience. The navigational courses will be available through web-based trainings and job aids. All other courses will be instructor-led, and users will have the option to attend in-person or online. Additionally, all courses will have job aids and terminology crosswalks.

**Q. When will training be offered to the agencies?**

A. Agencies will be notified via email several months in advance when instructor-led training courses will be offered, giving users plenty of time to sign up for courses. All navigational training, job aids, and additional resources (terminology crosswalks, glossaries, etc) will be put on the SAMS Modernization [website](#) for users to access and get familiar with the system. Users will be notified when those trainings are available.

**Q. How will we know when we are scheduled for training?**

A. You will be notified via email of training opportunities. In the meantime, if you have any questions regarding training, feel free to reach out to us via email at [training@illinoiscomptroller.gov](mailto:training@illinoiscomptroller.gov).

**Q. Does every user who has access to SAMS require training?**

A. Yes, at a minimum, a basic navigation training will be required.

**Q. Will job aids, training manuals, or tools be provided?**

A. Yes, as a SAMS user, you will have access to job aids along with training exercises, glossaries, and other guides.

**Q. Will there be training on input to SAMS for statutorily-required bond payments?**

A. These are currently entered using the C-14 functionality in SAMS. There will be training required for all users that utilize this method of entry.

## GENERAL SAMS

**Q. How long, if at all, will SAMS be down to transition to the new system?**

A. Our intention is to have as little downtime as possible. As we get closer to go-live, we will be able to provide a more detailed picture of what this will look like.

**Q. Will we continue to have the VNAM screen available where an agency can look up a vendor by name?**

A. You will be able to look up a vendor by name on the VCUST page in the new system, which has a very similar function to today's VNAM screen.

**Q. Will we still be able to view the same information we currently view in SAMS?**

A. Yes, you will be able to find the information that you need in the new SAMS system, and the training courses and resource guides will show you how to access that information.

**Q. Will the modernization facilitate more paperless processes and more electronic submissions?**

A. We are building as many efficiencies as possible into the new SAMS system in preparation for the day we go live. As we continue to improve our system after going live, we will keep moving in the direction of adopting paperless processes and requirements.

**Q. Will the chart of accounts have consistent numbering structure (fund, agency, division, objects, etc.) to the current structure?**

A. Any changes we had to make due to the new system requirements can be found in the Accounting Bulletins. Here is a direct link for easy access: <https://illinoiscomptroller.gov/state-agencies/bulletins-forms/accounting-bulletins>. You can also see a list of the Accounting Bulletins specific to the SAMS Modernization project under the Resource banner on the SAMS Modernization website: <https://illinoiscomptroller.gov/state-agencies/sams/sams-modernization>.

**Q. Will the new system allow me to use VEN2 along with OPOD and OPOH?**

A. Where you use the VEN2 screen today, you can use a screen called VCUST in the new system, which offers similar information. Where you use OPOD, OPOH, OPOL, and OPOC screens today, you can find similar information in the new system by searching the most recent version of an obligation record. All this information is updated in real-time.

**Q. Will we continue to have the ability to complete manual entry?**

A. Yes, that functionality will be available in the new system and the IOC will provide training to users.

**Q. Will we still be able to add contracts manually?**

A. Yes, the IOC will offer training for manually entering contracts.

**Q. Will we have to complete testing of interface files?**

A. Yes, all interfaces will need to be tested and we will reach out to agencies for UAT testing.

**Q. Will there be changes to receipt account codes or fund numbering?**

A. Yes, there will be a change to receipt accounts. Today, SAMS carries and crosswalks both the traditional CUSAS receipt source and subsource (for a total of 6 digits) and the SAMS Revenue Source (4 digits). The new system will only carry the SAMS revenue source, but it will still have the receipt source as a part of the chart of accounts.

**Q. Will warehouse reports be affected as I base my monthly reconciliation on these reports (examples SB01, SB04, SB05, etc.)?**

A. Monthly reconciliation reports will still be posted on the website. They will have a different look based on new system requirements.