

Current Functionality Training

1. Q. Do R*STARS users have the ability to view multiple agency accounts payable information at the same time?
A. Yes. R*STARS has the ability to have agency groups. If more than one agency is needed for security and it's appropriate for several agencies to view each other's transactions, an agency group can be setup to allow access across several agencies.

2. Q. Do R*STARS users have the ability to use one RACF ID for multiple agency views?
A. Yes. R*STARS has the ability to have agency groups. If more than one agency is needed for security and it's appropriate for several agencies to view each other's transactions, an agency group can be setup to allow access across several agencies.

3. Q. For an RTI, do R*STARS users have the ability to delete a parent and have all of the children removed?
A. Yes. In R*STARS when a user deletes the parent transaction of an RTI split, the system warns the user that all related transactions will be deleted. When the user confirms with another delete command, all the children transactions are deleted along with the parent. There are circumstances when a user needs to delete the last child of an RTI, then the remaining transactions in the RTI will automatically be deleted including the parent. If other errors prevent either of these options from working, please contact your SFMS agency analyst.

4. Q. Do R*STARS users have the ability for a batch to be corrected and rereleased after initial release, but not cleared, on the same day?
A. Yes. In R*STARS, the ability to correct and re-release a batch that is still on the 530 screen exists. The security for the staff that corrects the batch must have a 3 or 4 in the Accounting Trans field on the 96a screen. Interfaced voucher transactions without errors should not be changed. If an agency is experiencing problems changing a released batch, contact your SFMS Agency Support Analyst for assistance.

5. Q. Do R*STARS users have the ability to access multiple screens at the same time?
- A. Yes. In R*STARS accessing multiple screens at the same time can be done by opening multiple sessions at the same time in either the green screens or on the web screens or both. Each agency should work with their IT staff to set up the ability to access multiple green screen sessions at one time.
6. Q. Can the 520 screen be changed to increase the number of transactions on a BT or VP printed page?
- A. Macros can draw transactions from R*Stars 520 screens into Excel spreadsheets. The toggle to include errors, exclude errors or default to both allows users to collect transactions desired.
7. Q. Can SFMS create a macro users group for information sharing?
- A. Join SFMS for quarterly Macro User Group meetings announced via SFMS News. Link to be added to the mailing list:
<http://listsmart.osl.state.or.us/mailman/listinfo/sfms-news/>
8. Q. Can SFMS create a cheat sheet for the menu screen listing?
- A. SFMS has a cheat sheet for the menu screen located on our website:
<http://www.oregon.gov/DAS/SCD/SFMS/resources.shtml> topic [R*STARS Quick Reference](#).
9. Q. Can the “T” code table be added to the Datamart?
- A. SFMS has a spreadsheet of all the Transaction Codes with tabs for specific criteria located on our website:
<http://www.oregon.gov/DAS/SCD/SFMS/resources.shtml> topic [T-Codes](#).
10. Q. Does ADPICS have the ability to add a credit memo like an invoice?
- A. No. ADPICS does not allow negative line items. Instead, agencies can post the credit on the Invoice Discount field or Other Charges field with a CR code.
11. Q. Does ADPICS have the ability to create an agency price agreement? This would make it easier to correct mistakes when creating price agreement/PO.
- A. Yes. ADPICS allows agencies to enter their own BPOs with price agreement information.

12. Q. Can R*STARS provide information on supplier parent and DBA names?
- B. Yes. Agencies can order the DAFQA020 Statewide Vendor Listing by Vendor Number, the DAFQA021 Statewide Vendor Listing by Vendor Name, or request an electronic vendor extract from SFMS.
- 13.Q. Can R*STARS provide a listing of all suppliers?
- A. Yes. Agencies can order the DAFQA020 Statewide Vendor Listing by Vendor Number, the DAFQA021 Statewide Vendor Listing by Vendor Name, or request an electronic vendor extract from SFMS.
- 14.Q. Is there a report for cost allocation (22 screen)?
- A. Yes. Agencies can order the DAFQ0220 Cost Allocation Profile Listing from R*STARS.
- 15.Q. Is there the ability to create a code to maintain capital construction and like capital construction?
- A. Yes. SFMS staff determines and sets these codes centrally prior to each financial archive based on the effective end date of the 20 Appropriation Number Profile. The two codes that are set for agencies that have capital construction or like capital construction are RTCC (Retain Capital Construction) and LKCC (Like Capital Construction).
- 16.Q. Is there the ability to keep data on the system for longer periods of time than the standard archiving scheduled if the data is a capital expenditure or specified funds?
- A. Yes. SFMS staff determines and sets these codes centrally prior to each financial archive based on the effective end date of the 20 Appropriation Number Profile. The two codes that are set for agencies that have capital construction or like capital construction are RTCC (Retain Capital Construction) and LKCC (Like Capital Construction). The RTCC code retains capital construction agency wide and the LKCC code retains information by specific D23 fund.