

#	Questions	Answers
1	Will the approval process take the place of UKG? Or will we have to continue doing that as well?	There are no changes to UKG – if the agency has an agency in UGK, nothing will change.
2	When using the UGK for approval, can we change the reason code to EST instead of NEW?	Now, approvals for a transaction are all in one row. So for a new position, the reason code will remain as a new for every approval.
3	Will we still need 2 different CORE logins for things that have gone through UKG (skip internal CORE approvers/PCN Core login) and things that have not gone through UKG? Also. Will we still have a 3 <sup>rd</sup> CORE login for statewide access?	Yes, these will remain the same regarding logins.
4	When entering a position will there be any error screens in case something was missed?	Yes, the same errors that you would see today are going to be the same function. You will get a pop-up before you try to save.
5	HR and Payroll are not split between HR and Agency Payroll. Which trainings are just for payroll?	All of their training will be in the L100 e-learning course posted on the CORE Website.
6	Will we still have 2 separate signs in Core?	Yes, if you currently have a separate PCN ID that allows you to skip internal agency approvers, you will continue to use that ID with the upgrade, and you will also have your regular Core ID. There is no change to that practice. You will also continue to have a separate ID for statewide view-only access.
7	In the current version of Core in Add/Update Position Info, there is the last tab of Position Approval that includes a Comment field. Will this field no longer be a feature in the upgrade?	That’s correct. The Position Approval tab has been replaced by the Approval Chain as the place to enter comments while approving a position transaction. However, the Position Approval tab on historical transactions (those approved using the current system) will be available as a view-only feature in order to maintain position approval history.
8	I understand the CTW_POSITION table in EPM will be revised. Will the "Approval Chain" comment box be available to include in a query? Currently, the Position offset to be inactivated is stated in the "Position Approval" box which isn't available to query.	We are researching this question and will post a response when available.
9	If the effective date and reason code can't be changed, do we cancel the transaction or have to submit a ticket?	If you have not yet submitted the transaction, you will need to exit the Activity Guide and re-start the entry by clicking “Add Row” from the Position Details page. If the transaction has been submitted, a Footprints ticket will be required. The Core-HR team will be able to make the correction once the transaction has been approved.