



MAGIC PROJECT

Acronyms and Definitions

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V2.1

Acronyms

Acronym	Stands For
ABAP	Advanced Business Application Programming
ACE	Access Channel for Employees
ACH	Automated Clearing House
ALM	Application Lifecycle Management
AM	Asset Management
ARM	Agency Readiness Manager
A/R	Accounts Receivable
ART	Agency Readiness Team
ASAP	Accelerated SAP
ASCII	American Standard Code for Information Interchange
AWG	Advisory Work Group
BB	Business Blueprint
BEX	Business Explorer
BI	Business Intelligence
BN	Benefits
BPD	Business Process Design
BPM	Business Process Management
BPML	Business Process Master List
BPP	Business Process Procedure
BPR	Business Process Repository

Acronym	Stands For
BPRD	Business Process Requirements Document
BSI	Business Solutions, Inc. OR Business Software, Inc.
BOS	Business Organization Structure
BPO	Business Process Owner
BRICKS	Building and Real Estate Information Collaborative Knowledge Solution
BW	SAP Business Information Warehouse
CCB	Change Control Board
CCMP	Change Control Management Plan
CI	Configuration Item
CM	Configuration Management
CMMI	Capability Maturity Model Integration
CMP	Configuration Management Plan
CO	Controlling
COBRA	Consolidate Omnibus Budget Reconciliation Act
COE	Center of Excellence
COOP	Continuity of Operations Plan
COTS	Commercial Off The Shelf
C&PR	Communications and Public Relations
CPR	Change Position Requisition Request Form
CRAs	Change Readiness Assessments
CSF	Critical Success Factor
CSV	Comma Separated Value

Acronym	Stands For
DB	Database
DED	Deliverable Expectation Document
DEV	Development
DFA	MS Department of Finance and Administration
DLV	Deliverable
DMP	Document Management Plan
DPD	Deputy Project Director
DSO	Data Store Object
DTP	Data Transfer Process
E	"Exempt" (FLSA)
ECC	Enterprise Core Component
EP	Enterprise Portal
ERP	Enterprise Resource Planning
ESS	Employee Self-Service
ETVX	Entry – Task – Validate - eXit
EUT	End User Training
FI	Financial Accounting
FLMA	Family Medical Leave Act
FLSA	Fair Labors Standards Act
FM	Funds Management
FSA	Flexible Spending Account
FTE	Full-Time Equivalent
FUN	Functional

Acronym	Stands For
FY	Fiscal Year
G/L	General Ledger
GM	Grants Management
GUI	Graphical User Interface
HCM	Human Capital Management
HPQC	HP Quality Center
HR	Human Resources
ICT	Integrated Communications Team
ID	Identification
IKTP	Individual Knowledge Transfer Plan
IL	Involuntary Leave
ILT	Instructor-Led Training
IM	Integration Manager
IMG	Implementation Guide
ISD	Instructional Systems Design
ISG	Information Services Group
ISR	Integrated Solution Readiness
IT	Information Technology
ITP	Individual Training Plan
ITS	MS Department of Information Technology Services
IV&V	Independent Verification & Validation
KDD	Key Decision Document

Acronym	Stands For
KPI	Key Performance Indicators
KSA	Knowledge, Skills, and Abilities
LDM	Lifecycle Data Management
LMS	Learning Management System
LO	Logistics
LOA	Leave of Absence
LSMW	Legacy System Migration Workbench
LTC	Long Term Care
LTD	Long Term Disability
MAGIC	Mississippi's Accountability System for Government Information and Collaboration
MDOT	MS Department of Transportation
MELMS	Mississippi Enterprise Learning Management System
MERLIN	Mississippi Executive Resource Library and Information Network
MM	Materials Management
MMRS	Mississippi Management and Reporting System
MOU	Memorandum of Understanding
MPP	Microsoft Project Plan
MPS	Master Project Schedule
MRTL	Master Readiness Task List
MSS	Manager (Management) Self-Service
NRA	Non Resident Aliens

Acronym	Stands For
OCM	Organizational Change Management
OLAP	Online Analytical Processing
OLTP	Online Transaction Processing
OM	Organizational Management
OPTFM	Office of Purchasing, Travel, and Fleet Management
Org Key	Organization Key
Org Unit	Organizational Unit
OS	Operating System
PA	Personnel Administration
P-Card	Procurement Card OR Purchasing Card
PD	Project Director
PDD	Process Design Document
PDF	Portable Document Format
PERNR	SAP Personnel Number
PG	Profile Generator
PI	Process Integration
PID	Parameter IDs
PKT	Project Knowledge Transfer
PL	Project Librarian
PM	Project Management (Manager) OR Plant Management
PMBOK	Project Management Body of Knowledge
PMO	Project Management Office

Acronym	Stands For
PMP	Project Management Plan
POC	Point of Contact
PP	Production Planning
PRD	Production
PSVT	Performance, Stress and Volume Test
PWA	Project Web Access component
PY	Payroll
QA or QAS	Quality Assurance
QAP	Quality Assurance Program
QC	Quality Center
QM	Quality Manager
QMP	Quality Management Plan
RACF	Resource Access Control Facility
RACI	Responsible, Approves, Contributes, Informs
RFP	Request for Proposal
RICEFW	Reports, Interfaces, Conversions, Enhancements, Forms, and Workflow
RMP	Report Management Plan
ROS	Register of Suppliers
RPA	Request for Personnel Action
RTM	Requirements Traceability Matrix
SAAS	Statewide Automated Accounting System
SAP	Systems, Applications and Products

Acronym	Stands For
SAP TAO	SAP Test Acceleration and Optimization
SAP TDMS	SAP Test Data Migration Server
SBX	Sandbox
SCM	Supply Chain Management
SDLC	System Development Life Cycle
SE	Salaried Exempt (FLSA)
SFTP	Secure FTP
SM	Security Management
SME	Subject Matter Expert
SOA	Service Oriented Architecture
SOD	Segregation of Duties
SodocA	Solution Documentation Assistant
SolMan	Solution Manager
SoM OR SoMS	State of Mississippi
SOP	Standard Operating Procedures
SOW	Scope of Work
SPAHRIS	Statewide Payroll and Human Resource System
SPB	MS State Personnel Board
SQAP	Software Quality Assurance Plan
SRM	Supplier Relationship Management
SRP	Site Readiness Plan
SRT	Site Readiness Team
SSN	Social Security Number

Acronym	Stands For
SSO	Single Sign On
STA	Salvaggio, Teal, and Associates OR STA Consulting; Company name is now ISG.
State	State of Mississippi
SU	SuperUser
SUP	Supplemental (Life Insurance)
TD	Temporary Disability
TDMS (Tool)	Test Data Migration Server
T&E	Travel and Expense
TEC	Technical
TL	Team Lead
TM	Time Management OR Testing Manager
TMS	Transport Management System
TOC	Table of Contents
TPA	Third Party Administrators
TRNG	Training
TtT	Train the Trainer
UAT	User Acceptance Testing
UME	User Management Engine
VPLP	Voluntary Personal Leave Program
WAD	Web Application Designer
WBS	Work Breakdown Structure
WBT	Web-Based Training

Acronym	Stands For
WFT	Workforce Transition
YTD	Year-to-Date
3PR	Third Party Remittance
3T	Three Tier

Definitions

Term	Definition
ABAP	4th generation language designed specifically for SAP. Much of the system is written in ABAP.
ACE	Legacy System: A secure web-based application that hosts a number of state employee and contract worker payroll-related services.
ARM	The senior-level executive in the agency who serves as the single point of contact for all MAGIC related activities for that agency.
ASAP	SAP Implementation Methodology
Basis (NetWeaver)	Primary component of SAP that provides the basic capabilities of the system, including maintaining the database, providing security, and providing the ability to customize the system.
Blueprinting	Process to create the Business Blueprint for MAGIC, which consists of detailed "to-be" process and technical documentation as gathered during requirements review. A Blueprint consists of multiple documents and is considered to be a body of work that illustrates how the State intends to run its business utilizing SAP solutions.
BRICKS	Legacy System: manages the construction and maintenance of state-owned buildings.
CCB	The governing body responsible for reviewing and approving Advisory Work Group (AWG) escalated changes. The CCB is a component of the MAGIC governance structure.
Change Management	All activities associated with the interaction of technology, processes, and people. Change management entails steps for managing people through the emotional ups and downs that inevitably occur as the State undergoes massive change.

Configuration	Changing the look and feel of SAP to meet the state's design (business rules and requirements). Taking the business requirements and turning on/off the various "switches" in SAP to ensure MAGIC meets the State's functional requirements.
Core Users	State staff using the system daily in their functional area.
ERP	System that combines all financial, procurement, human resource, and payroll functions into a single, integrated software system
FI	SAP Module: The financial application that focuses on the general ledger, the processes of payable/receivables, and asset accounting.
Go-Live	Point at which MAGIC becomes the system of record and users begin to use MAGIC to perform their work.
Governance	The management framework for MAGIC decision making.
HCM	SAP Module: The Human Resource application that allows an organization to maximize the value of its employees and align employee skills, activities, and incentives with business objectives and strategies.
Human Capital	The people available to the State to perform work.
ISG	IV&V Vendor for the MAGIC project. Formerly STA.
IV&V	The process by which an independent party performs quality assurance activities. ISG [formerly STA] is the IV&V vendor for MAGIC.
Job	A general classification of work duties, such as secretary and manager. Many employees may have the same job classification. A job should not be confused with a Position.
Job Level Role Security	Defines what a person will be able to do and see within MAGIC. Security will be based on a position and its responsibilities (i.e. payroll officer), not a specific individual.

Key User	Subset of Core Users. Also called "Super User." The most knowledgeable Core Users in a functional area.
Master Data	Any information that is considered to play a key role in the core operation of a business. Master data may include data about clients and customers, employees, inventory, suppliers, analytics and more. Master data is typically shared by multiple users and groups across an organization.
MELMS	Legacy System: Comprehensive web-based learning management system to meet the needs of students, managers, and state agencies.
MERLIN	Legacy System: An enterprise data warehouse of accounting (budget, revenue, and expenditures), payroll, human resources, travel, and property information to provide state agencies and government officials access to decision-critical information.
MSS	Enables managers to access data and complete processes related to their management roles, such as hiring employees, creating budgets, and approving timesheets.
MRTL	Tool for working with the agencies to determine how they are progressing on user readiness tasks
NeoGov	Web-based workforce management software that provides the Human Resource recruitment functionality outlined by the State in the MAGIC software RFP.
NetWeaver	SAP's integrated technology computing platform; provides the development and runtime environment for SAP applications.
OCM	A structured approach to shifting/transitioning individuals, teams, and organizations from the current processes and systems to MAGIC. It includes all activities required to ensure the State is prepared for MAGIC.

Organizational Hierarchy Security	Organizational levels are hierarchical levels to restrict one agency or department from another agency's or department's data. Examples of organizational levels are personnel area, business area, etc.
OSS Notes	OSS is an SAP support service for all SAP products. Issues are raised via a ticket to SAP using OSS where SAP will help solve the issue by issuing a correction (OSS note).
PayMode	Legacy System: Processor for e-payments and remittance to vendors.
Position	Positions are the individual employee placements or assignments in an organization (for example, secretary of marketing or a sales manager). By creating positions and creating relationships between the positions, you identify the authority structure or chain of command at your organization. Positions should not be confused with Jobs.
Profile	A profile is a collection of authorizations. Profiles are attached to security roles. When the security role is added to a user id, the profile is automatically assigned to the user id.
Protégé	Legacy System: Web-based property management system designed to track and manage asset information.
QC	The software tool used to document, manage, and track issues and Key Decision Documents for the MAGIC project.
RACI	A responsibility assignment matrix, mapping all activities or decision making authorities in an organization with the positions and/or roles in the organization.
Risk	The effect of uncertainty on project objectives, whether positive or negative.
Risk Management	The identification, assessment, and prioritization of risks followed by a coordination of resources to minimize, monitor, and control the probability and/or impact of negative risks, or to increase the probability of positive risks/opportunities.

Role-based Security	Concept of granting MAGIC end-users access to the functions within MAGIC based on their job responsibilities.
SAAS	Legacy System: Mainframe-based, centrally controlled, and agency discrete financial management system that includes both accounting and budgeting functions.
Sandbox	A testing environment that isolates untested code changes and system experimentation from the MAGIC production and non-production environments.
SAP Public Services, Inc.	MAGIC implementation services vendor
SCM	SAP Module: Application for procurement with added value that covers all supply chain processes from planning to networking.
Scope	The agreed-upon list of items to be implemented in MAGIC. Scope is confirmed during Blueprinting and becomes the plan for implementation.
Security	Ensuring the necessary private information will only be available to the appropriate end-user and ensuring proper access is granted to the appropriate roles.
Security Role	A collection of individual activities that are routinely performed together. Composite Roles are a mechanism for grouping simple roles together. The composite roles provide an efficient method for administering user access.
Single Sign-on	The ability to access all authorized MAGIC functions with one user id and password.
SME	State-agency personnel who have in-depth knowledge and understanding of current system environments, business processes, policies, procedures, and standards. SMEs are needed during the Blueprinting phase of MAGIC, and many will participate in testing and training as well.

SolMan	The tool used as a central repository for project documentation, change management, solution monitoring, and service delivery during and after the MAGIC implementation.
SPAHRIS	Legacy System: Mainframe-based, centrally controlled enterprise payroll and human resource system.
SRM	SAP Module: Application that enhances and improves e-procurement processes.
STA	See ISG.
SuperUser	Agency employee identified to engage with MAGIC project as an early adopter of the new system, participating in testing, training, and go-live support activities.
Transaction	A series of related steps required to perform a certain task.
Transaction Code	An alphanumeric code used to execute a transaction in an SAP ECC system.
uPerform	uPerform (SAP Productivity Pak) provides the MAGIC Project Team with a robust content development, delivery and management environment.
User Interface	The visual definition of communication between MAGIC and the end-user.
User Master Record	User authorization information, including assigned Security Roles, address and contact information, default date format, decimal format, default printers, default data-entry screen characteristics and user parameter data. Only users with an active User Master Record can log into MAGIC.
Workflow	A “behind the scenes” process that routes transactions and processes to different individuals for processing and/or approval.
Work Trigger	A role-based initiation of data or other functionality being pushed to a user based on a “need to know” or “need to take action” basis.