



DARE TO DO MORE

CUNYfirst Overview (Introductory Workshops) – Objectives/Agenda (1 Hour)

1. Introduction to CUNYfirst (10 min)

- CUNYfirst stands for Fully Integrated Resources and Services Tool and for CUNY it means a massive upgrade in how we'll do things in the future.
- 3 Pillars
 - HCM (Human Capital Management)
 - Human Resources
 - Payroll
 - Benefits
 - Finances
 - General Ledger
 - Planning and Budgeting
 - Procurement and Accounts Payable
 - Campus Solution
 - Campus Community
 - Admissions
 - Student Records
 - Student Financials
 - Financial Aid

2. CUNYfirst Workflow (30 min)

- HR / Campus Solutions
 - Self Service
 - Campus Community
- Enterprise Learning Management
 - UPKs
- firstSolutions Knowledge Base

3. CUNYfirst Access Form (5 min)

- CS Access Forms

In order to modify security roles (for access to functions you do not have or that you want to remove from your account) Faculty and Staff must review and complete a Campus Solutions Security Access Request Form and submit it through the appropriate approval process in order to be granted access to Campus Solutions.

<http://www.lagcc.cuny.edu/CUNYfirst/Security/>

4. Have a Question? Need Help? (5 min)

- Please use this form to send any questions you may have regarding CUNYfirst
<http://www.lagcc.cuny.edu/CUNYfirst/help-questions/>

5. Tips & Tricks (10 min)

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