

Finance Managers

Note: These features will be in place once AIMS has been implemented.

How will AIMS affect me?

- There will be significant changes to the way in which Finance Managers work. Work will be primarily online to manage tasks such as:
 - Managing Accounts Payables invoices, Balances and Payments
 - Cash Forecasting and Reporting
 - Maintenance of the General Ledger (GL)
 - Processing month-end and year-end closes
 - Inquiring about projects and reporting in a single solution
 - Manage Accounts Receivable Balances

What do I need to know?

All areas in finance will learn new processes: Accounts Payable (AP), Accounts Receivable (AR), Fixed Assets (FA), Projects, General Ledger (GL), Cash Management (CM) and Expenses.

Learning for Finance Managers may include (among other modules):

- Managing receipts, refunds and overdue charges
- Creating/processing invoices as well as customer bills
- Reports/inquiries in General Ledger as well as Accounts Receivable
- Processing expense and invoice approvals
- Managing bank statements
- Cash forecasting and reporting
- Depreciate, transfer, retire and reinstate assets
- Asset reporting
- Managing collections

Top 3: What's in it for me?

- Move towards a paperless environment
- Implementation of a standardized Chart of Accounts (CoA)
- Introduction of Fixed Assets/Project Module to manage capital assets and ongoing projects

How will I learn what I need to know?

- Managers will attend webinars to understand the changes their staff will experience, learn about their work in the system, and how to support staff throughout this process.
- Managers will have specific self-directed online learning modules to complete.
- Drop-in webinars moderated by subject matter experts will be held for questions.
- Questions can also be submitted through MyConnection.
- Staff progress through the modules will be tracked so that Managers are aware of where staff are in the process should further support be needed.