



Outlook

Re: Anaplan Implementation Welcome, Project Status and Upcoming Events

From: Anaplan <AnaplanFPA@ilstu.edu>

Sent: Friday, September 18, 2026 4:13 PM

Subject: Anaplan Implementation Welcome, Project Status and Upcoming Events

Dear Colleagues,

We are excited to share an update on the implementation of Anaplan, our new Financial Planning and Analysis platform.

Anaplan will provide a modern, integrated planning environment to support budgeting, projecting, workforce planning, and financial decision-making across the University.

The project has reached an important milestone: User Acceptance Testing (UAT) was completed this week. The implementation team will now focus on deployment readiness, end user training, and preparations for the go-live of Phase 1.

Key user functionality in Phase 1 includes:

- Quarterly Projection Reporting
- Annual Budget Planning
- Workforce Planning
- Annual General Revenue Allocations

What Stakeholders Can Expect

Over the coming weeks, stakeholders will receive communications regarding:

- Quarterly reporting transition activities (including due dates, instructions and training opportunities)
- System access instructions
- Go-live readiness activities
- Support resources and documentation

To help ensure a smooth transition, end-user training will be delivered just prior to key budgeting and planning activities. Because quarterly reporting will be the first process implemented in Anaplan, in-person training will be held the week of October 12th. Additional details, including registration information and training schedules, will be shared in the near future.

Who Will Be Affected

Phase 1 users include budget officers, fiscal support staff, and fiscal approvers who participate in quarterly financial reporting, budgeting, and workforce planning activities. If you currently participate in these processes, please watch for future communications.

Phase 1 Upcoming Milestones

Week Of	Milestone
September 14	User Acceptance Testing (UAT)
September 21	Testing Remediation & Retesting
October 12	In-Person Trainings Held & Support Materials Released
October 19	Quarterly Reporting Go-Live & Remote Open Office Hours Support
October 30	Due Date: First Quarter Report Submissions in Anaplan

Stay Informed

This and future project communications, along with training materials, project updates, FAQs, and other implementation resources, will be available on the [Anaplan Project Website](#). Please bookmark this site for the latest information regarding training, deployment activities, and support resources.

Our goal is to ensure that all users are prepared, informed, and supported throughout the transition to Anaplan.

Thank you for your continued engagement and partnership as we modernize the University's financial planning and budgeting processes. We look forward to sharing additional updates in the coming weeks.

Best,

The Anaplan Implementation Team