



WISCONSIN ACCOUNTING MANUAL

Department of Administration – State Controller’s Office

Section	15	FISCAL YEAR SUPPLEMENTS	Effective Date	6/25/2015
Sub-section	04	FY 2015: Customer Maintenance During the WiSMART-STAR Transition	Revision Date	6/25/2015
SAM Ref	n/a			

BACKGROUND

The SCO and the STAR Team worked to convert the WiSMART Customer File and agency A/R subsystem customer files to the STAR Customer Table. Three mock conversions were run, and the fourth and final conversion – for the production STAR system – was run on May 28, 2015.

PROCEDURES

1. Beginning on Friday, June 25th, agencies should submit customer forms through the [SharePoint Site](#).
2. Customer forms can be found at the link below. Agencies must use the current version of the forms. An SCO Bulletin will be issued whenever a form is updated.

<http://doa.wi.gov/Divisions/Budget-and-Finance/Information-for-State-Agencies>

3. Bulk Submission of Customer Additions and Changes: Agencies may use a bulk submission worksheet to submit more than 10 updates at a time.