

## **Complete these 5 tasks before HCM upgrades are implemented on April 14** <sup>[1]</sup>

April 10, 2018 by [Employee Services](#) <sup>[2]</sup>

POI and Transfer upgrades take place **April 14**. Complete these five tasks by the end of the day on **Friday, April 13**, to ensure you're ready:

1. Complete all in-progress POI and Transfer transactions, including approvals. Users who don't complete transactions they started in ePAR forms will have to start over using the new delivered functionality.
2. [Watch recorded POI and Transfer webinars](#) <sup>[3]</sup>.
3. Attend structured labs on your campus. View full schedules [here](#) <sup>[3]</sup>.
4. Verify you're using a [supported web browser](#) <sup>[4]</sup>.
5. Catch up on all of the upcoming changes by [reviewing HCM development blogs](#) <sup>[5]</sup>.

After the upgrade occurs, users will need to clear their cache to avoid difficulties accessing pages in HCM. For step-by-step instructions, [click here](#) <sup>[6]</sup>.

[HCM development](#) <sup>[7]</sup>, [HCM project](#) <sup>[5]</sup>, [POI](#) <sup>[8]</sup>, [Transfer](#) <sup>[9]</sup>

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