



State of Louisiana

**DIVISION OF ADMINISTRATION
OFFICE OF THE COMMISSIONER**

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June 22, 2004

TO: Department Undersecretaries

FROM: Whitman J. Kling,
Deputy Undersecretary

SUBJECT: Required ISIS HR Software Installation

In an effort to provide the latest functionality for users and qualify for vendor software support, the Division of Administration's strategy is to upgrade software as needed to remain current. An upgrade of the ISIS HR system is underway, with a planned implementation date of September 6, 2004. This will require your technical staff to install a new version of SAPGUI (6.2), the front-end interface to ISIS HR. The installation **MUST BE COMPLETED PRIOR TO SEPTEMBER 6**. Users without the upgraded version of SAPGUI will not have access to ISIS HR after that date.

The minimum technical requirements remain the same as indicated in my January 16, 2003 memorandum sent to you and your agency technical coordinators. Please remember that Windows 95, 98 and NT are no longer supported with this SAPGUI version. Internet Explorer 5.5 or higher is also required for proper operation.

Under separate cover a CD and installation instructions will be sent directly to all agency technical coordinators and should be received by June 28, 2004. Your technical staff may begin installation immediately upon receipt, since the SAPGUI software is backwards compatible. There will be no difficulty utilizing the new SAPGUI version with the current version of ISIS HR.

If you have any questions or need additional information, please contact the ISIS Help Desk at (225) 342-2677, options 1, 3.

c: ISIS HR Employee Administrators
ISIS Agency Technical Coordinators

WJK/aht