17 April 2017

Dear Colleagues:

The next phase of the new Research Administration System, Kuali Coeus or KC, goes live campus-wide on 24 April 2017. This deployment complements the previous release of KC (15 August 2016) and provides proposal development and conflict of interest functionality. The new system will replace eTransmittal, Salary Budget Builder, and the current Conflict of Interest tool. Accessible through Enterprise Business Systems (EBS), the Sponsored Programs Administration website, and the Faculty Conflict of Interest website, KC requires two-factor authentication and supports the full range of commonly used web browsers.

Please explore available educational opportunities to prepare for the new system.

**Video demonstrations**
Video demonstrations are available on the Research Administration (RA) Project Demonstration webpage: proposal development, budget development, approving proposals, and completing COI disclosures.

**Support materials**
Job aids, videos, and user manuals are also available on the RA Project Support Materials webpage.

**E-Learning courses**
Proposal and budget development courses are available through D2L. Enrollment instructions and course descriptions are available on the RA Project User Education webpage.

**KC Help Desk**
The KC Help Desk is available Monday through Friday during normal business hours, excluding MSU holidays. Please contact the KC help desk at 517-355-2000 or kchelpdesk@msu.edu. During the transition to the new system, the Help Desk will also be open for extended hours:

- 24 April – 5 May, Monday – Friday 7:00 a.m. – 6:00 p.m.
- 22 May – 5 June, Monday – Friday 7:00 a.m. – 7:00 p.m.

For additional information, please visit the Research Administration Project website.

Thank you for your support of the Research Administration System.

Thomas Cooper
Director
Research Administration System