



CAS2Net Administrator Advisory

2021-16

Issue Date: 6 October 2021

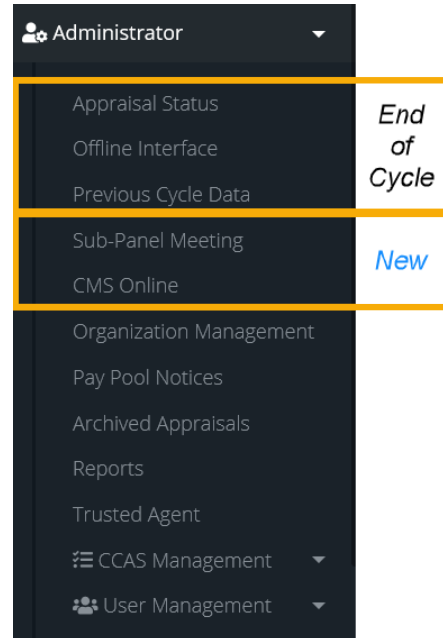
Topic: End of Year (EOY) Cycle Modules, Spreadsheets, PAT, and Guidance for FY21

Discussion: This advisory provides the location of all tools and guidance for 2021 end of cycle processes.

CAS2Net EOY Modules (Available 1 October 2021)

On October 1st activated are the End of Cycle modules:

- ✓ Appraisal Status
- ✓ Offline Interface
- ✓ Previous Cycle Data
- ✓ *Sub-Panel Meeting (NEW)*
- ✓ *CMS Online (NEW)*



Compensation Management Spreadsheet (CMS) (Posted 1 October 2021)

Location: CAS2Net > Home > Administrator > Pay Pool Notices > Description: 2021 Compensation Management Spreadsheet v1

Sub-Panel Spreadsheet (Posted 1 October 2021)

Location: CAS2Net > Home > Administrator > Pay Pool Notices > Description: 2021 Sub-Panel Meeting Spreadsheet v1

Pay Pool Analysis Tool (PAT) (Posted 4 October 2021)

Location: CAS2Net > Home > Administrator > Pay Pool Notices > Description: 2021 Pay Pool Analysis Tool (PAT) v2

2021 User Guides

Offline CMS, Offline Sub-Panel, and PAT

Location: AcqDemo Website > <https://acqdemo.hci.mil/training.html#cas2netUG> > User Guides
> Titled:

- 2021 CMS Spreadsheet User Guide
- 2021 Pay Pool Analysis Tool (PAT) User Guide
- 2021 AcqDemo SubPanel Spreadsheet User Guide

CAS2Net2.0 User Guide

Location: Home > What's New > Title: CAS2Net User Guide Last Updated: 3 SEPT 2021

- CAS2Net Sub-Panel Meeting Module guidance included
- Online CMS guidance will be released the week of 18 October 2021

The screenshot displays the CAS2Net 2.0 web application interface. At the top left, the logo 'Acq Demo' and 'CAS2Net 2.0' are visible. A red warning message states: 'This system is only designed for processing up to CUI and unauthorized disclosure of information is a violation of the law.' A green box highlights a question mark icon in the top right corner, with a callout box pointing to it that says 'Click the question mark icon to access the latest copy of the CAS2Net User Guide'. The main content area shows a 'Welcome to CAS2Net 2.0' message, a session expiration timer ('Your Session will expire in 5:03 minutes.'), and a list of dashboard links: 'Points of Contact', 'Administrator Dashboard', 'Administrator ACDP Dashboard', 'Supervisor 1 Dashboard', and 'Supervisor 2 Dashboard'. The footer contains the text 'CAS2Net 2.0 - Powered by ALTESS', 'The information contained herein is covered by the Privacy Act of 1974', and 'For Official Use Only (FOUO)'.

Action: Access the mentioned tools and guidance as needed.

Note: If you have any questions or experience any issues related to the above notice; please email the AcqDemo Program Office, AcqDemo.Contact@hci.mil.