

Self Service HR: Popular Extensions to Solve Common Issues in 11.5.10

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Mr. Mirchandani runs the Internet Applications Technical group of KBACE in Nashua Head Office which specializes in the design and implementation of web-based Oracle software solutions. These modules most notably include Learning Management, iRecruitment, Self Service HR and Performance Management. Mr. Mirchandani brings nine years of implementation experience with HRMS applications.

Agenda

- Visual Navigator
- LOA Accrual Display & Validation
- Restrict LOV Values in SSHR
- Data Validation in SSHR Transaction
- Indicative Data in Transaction
- FYI Notification After Approval
- SSHR Approved & Submitted Transaction Report
- Online Approved & Submitted Transaction Report
- AME Approval
- Questions & Answers

Visual Navigator

- **Issue:**

- **Users are presented with a purely text-based listing of Responsibilities and are required to memorize where a particular function has been set up in order to perform the associated task**

- **Solution:**

- **Add Visual Navigator flash on home page**
- **Employees are presented with an intuitive, icon-driven navigation option that groups like-functions together for easy access**
- **Add links outside of Oracle together to steer users through related tasks**

LOA - Future Dated Accruals and Validation

- **Issue:**
 - **SSHR does not display future accruals and lets users enter additional absences beyond the total accrued**
- **Solution:**
 - **Add a screen for user that displays the Accrual as of the date entered by user**
 - **Proactively impose data validation to stop user when they try to take absence beyond what's been accrued**

Data Validation on Self Service Page

- **Issue:**
 - **HR must validate data after the transaction was entered by employee**
- **Solution:**
 - **Add data validation during the transaction creation process**
 - **Reduces work load of HR**

Restrict LOV Values in SSHR

- **Issues:**

- **The LOVs in Core HR are created for entire application**
- **Managers should not be given access to complete list**

- **Solution:**

- **Create Display in SSHR DFF in entity whose LOV has to be restricted**
- **Extend the LOV to display the values based on value of DFF**

Indicative Data in Transaction

- **Issues:**

- **SSHR only displays the transaction related data**

- **Solution:**

- **Add indicative data in SSHR pages**
- **e.g. Change Pay**
 - **Show Last Review Date to identify the effective transaction**
 - **Show Salary History**
 - **Default effective date to start of pay period**
 - **Display Salary Change % Approval Notification**

FYI Notification After Approval

- **Issue:**

- **FYI notification after final approval lacks information about transaction**

- **Solution:**

- **Add web page similar to review page in FYI notification after final approval**
 - **Gives HR / Creator capability to complete external process without logging into application**
 - **Gives information for compliance purposes**

SSHR Approved & Submitted Transaction Report

- **Issue:**
 - **It is difficult to get the information about unapproved and approved transactions in SSHR**
- **Solution:**
 - **Create concurrent request report for SSHR Submitted Transaction**
 - **Create concurrent request report for SSHR Approved Transaction**
 - **Enables:**
 - **HR capability to manage the transactions better**
 - **HR quick access to identify issues**

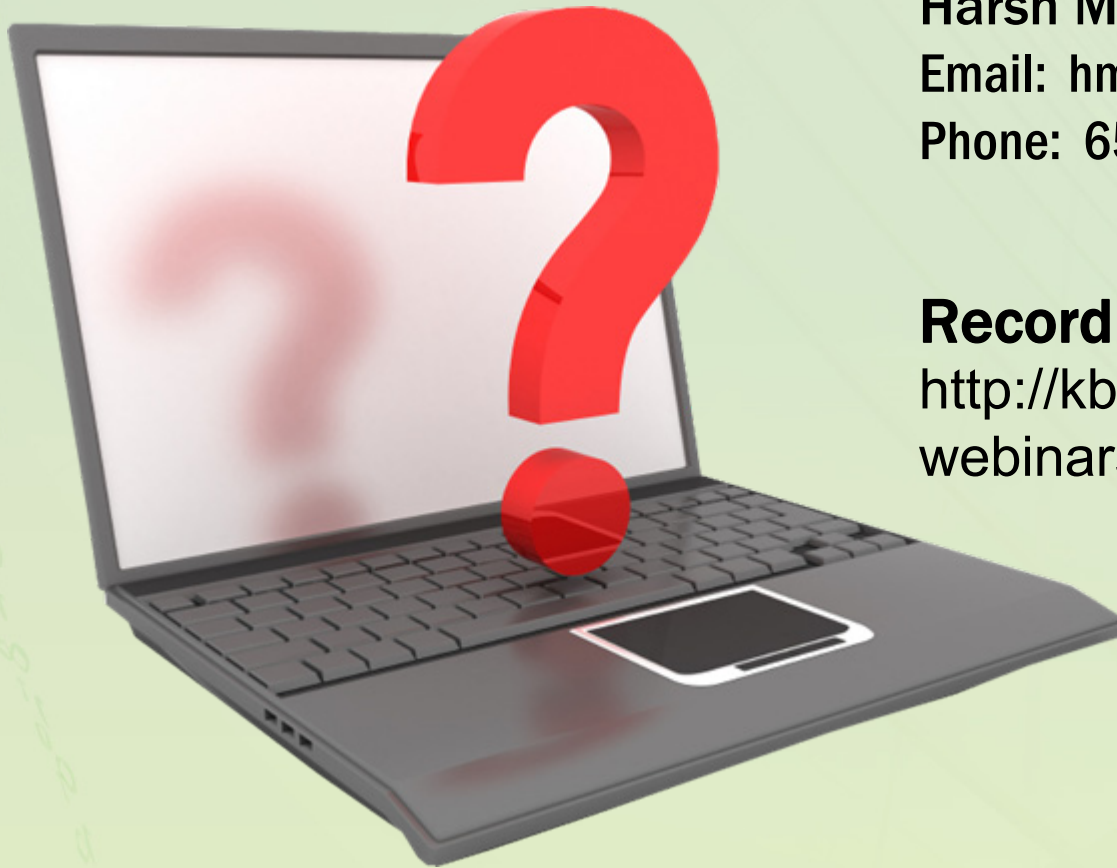
Online Approved & Submitted Transaction Report

- **Issue:**
 - **Manager cannot see the transaction history on their employee**
- **Solution:**
 - **Provide Approved & Submitted Transactions to Manager**
 - **Use Oracle Standard Hierarchy Page to access the Function**

AME Approvals

- **Create Approval Matrix**
- **Divide Matrix into Criteria and Approval Hierarchy**
- **Simplify Approval Process**
- **Define Attributes**
- **Define Condition**
- **Define Approval Group**
- **Define Rules**
- **Define Exception Condition and Rules**

Questions & Answers



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