

PeopleSoft HCM Feature Releases

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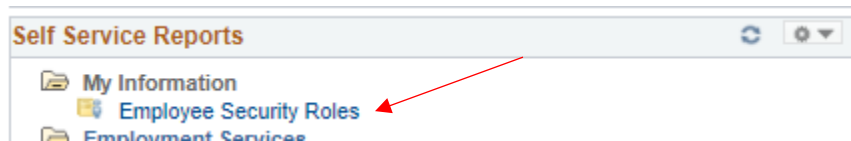
PeopleSoft HCM Feature Releases

Release #1: Employee Security Roles Report Preview

Targeted Release Date: 12/04/2018

Targeted Audience: Users with the following roles - GT Department, GT Director-Chair, GT Vice President-Dean, GT eForms P&T Admin, HR Cost Center Report, HR TL Dept Processors, Human Resources Records, Payroll and HRIS.

Release Details: Features will be released for specific security roles, so it will help to know what your security roles are! On the Self Service Reports pagelet on the PeopleSoft HCM home page, you will find a new category called My Information. Under that category is the report Employee Security Roles.



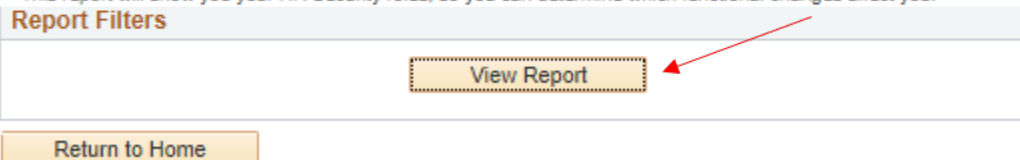
This will help you to determine which new Feature Releases affect you.

Employee Security Roles

Joe Knight

In the upcoming months, you may notice some changes to the way you see things or do things in PeopleSoft HCM. As HRIS completes our part of Project UCF Rising, we'll be exploring various new functionality provided by PeopleSoft, and will be rolling it out as soon as it is ready to the campus audiences. Each change will affect specific security roles, so you may or may not be in a targeted audience when a roll out is complete.

This report will show you your HR Security roles, so you can determine which functional changes affect you.



This is a preview of the functionality, as the targeted audiences will grow for this report as more features are released.

University of Central Florida
Department of Human Resources
PeopleSoft Security Roles

9999999

ROLENAME	Role Title
Citizenship	Citizenship
FX_RI_EMPLOYEE	Role for Active Employees only

PeopleSoft HCM Feature Releases

Release #2: Reporting Pagelet: BI Publisher

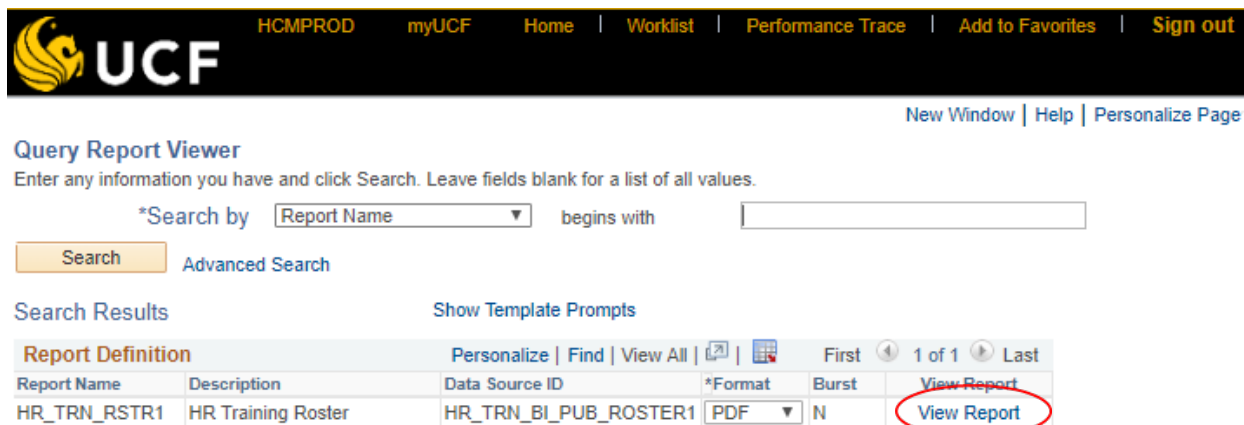
Targeted Release Date: 12/05/2018

Targeted Audience: Users with access to the BI Publisher Reporting Module

Release Details: The next time you log into PeopleSoft HCM, you may notice a difference in your Home screen. In an effort to make running reports easier, we have activated the BI Publisher Reporting pagelet. This pagelet will be available to those who have access to run certain reports (currently, only training rosters are available at this time.)



As we expand the use of the reporting module, you may find new reports available to you in the Query Report Viewer. As new reports are made available, the details on how to run them and how to use them will be made available on the HR Website.



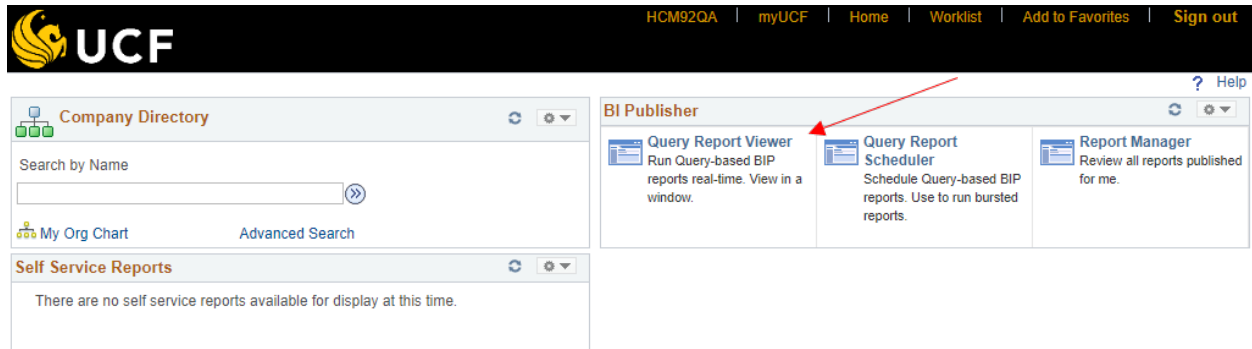
PeopleSoft HCM Feature Releases

Release #3: Employee Training History BI Publisher Report

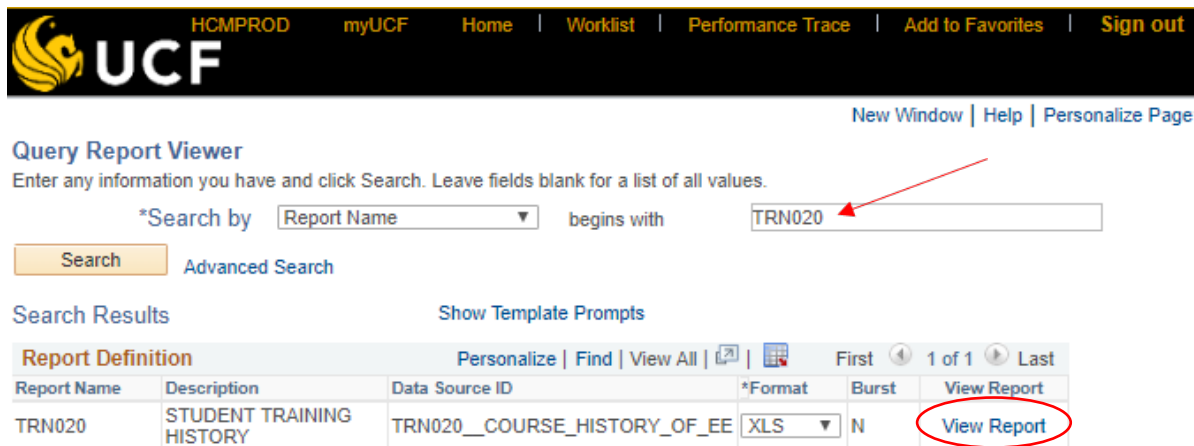
Targeted Release Date: 12/06/2018

Targeted Audience: UCF Training and Functional Leads

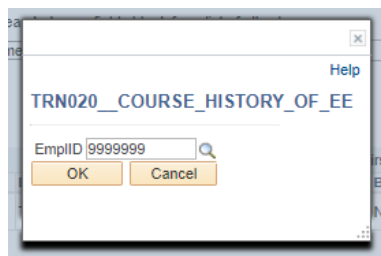
Release Details: A new BI Publisher report has been made available in PeopleSoft HCM. From the Home page, access the Query Report Viewer link on the BI Publisher Pagelet (alternatively, you can navigate to the Main Menu > Reporting Tools > BI Publisher > Query Report Viewer.)



In the search box, enter the Report Name "TRN020". When you click the blue View Report link, a pop up will prompt you for an EmplID.



Enter the Employee ID number of the employee (or non employee) whose training history you need to validate.



PeopleSoft HCM Feature Releases

The default format for the output is Microsoft Excel, or you are able to change it to view in Microsoft Word (format RTF), Adobe Acrobat (format PDF) or directly in your browser (format HTM.)

	A	B	C	D	E	F	G	H	I	J	K
1											1
2											
3	ORACLE				PeopleSoft				Page No:	1 of 1	
4	Report ID: TRN020				STUDENT TRAINING HISTORY				Run Date:	12/04/2018	
5									Run Time:	15:23:44	
6											
7	EMPLID	9999999									
8											
9	Name	Joe Knight									
10											
11	Course		Session Number	Start Date	End Date	Status				Grade	
12											
13		Train the Trainer		11/01/2005	11/01/2005	Completed					
14	PER007	New Employee Orientation	5168	06/01/2007	06/01/2007	Completed					
15	PER079	HR Liaison - Part I	0014	06/05/2007	06/05/2007	Completed					

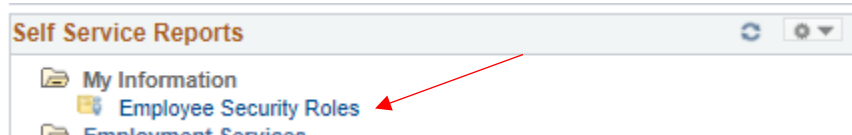
PeopleSoft HCM Feature Releases

Release #4: Employee Security Roles Report - Campus Wide Release

Targeted Release Date: 12/04/2018

Targeted Audience: All Active Employees

Release Details: Features will be released for specific security roles, so it will help to know what your security roles are! On the Self Service Reports pagelet on the PeopleSoft HCM home page, you will find a new category called My Information. Under that category is the report Employee Security Roles.



This will help you to determine which new Feature Releases affect you.

Employee Security Roles

Joe Knight

In the upcoming months, you may notice some changes to the way you see things or do things in PeopleSoft HCM. As HRIS completes our part of Project UCF Rising, we'll be exploring various new functionality provided by PeopleSoft, and will be rolling it out as soon as it is ready to the campus audiences. Each change will affect specific security roles, so you may or may not be in a targeted audience when a roll out is complete.

This report will show you your HR Security roles, so you can determine which functional changes affect you.

Report Filters

View Report

Return to Home

University of Central Florida
Department of Human Resources
PeopleSoft Security Roles

9999999

ROLENAME	Role Title
Citizenship	Citizenship
FX_RI_EMPLOYEE	Role for Active Employees only

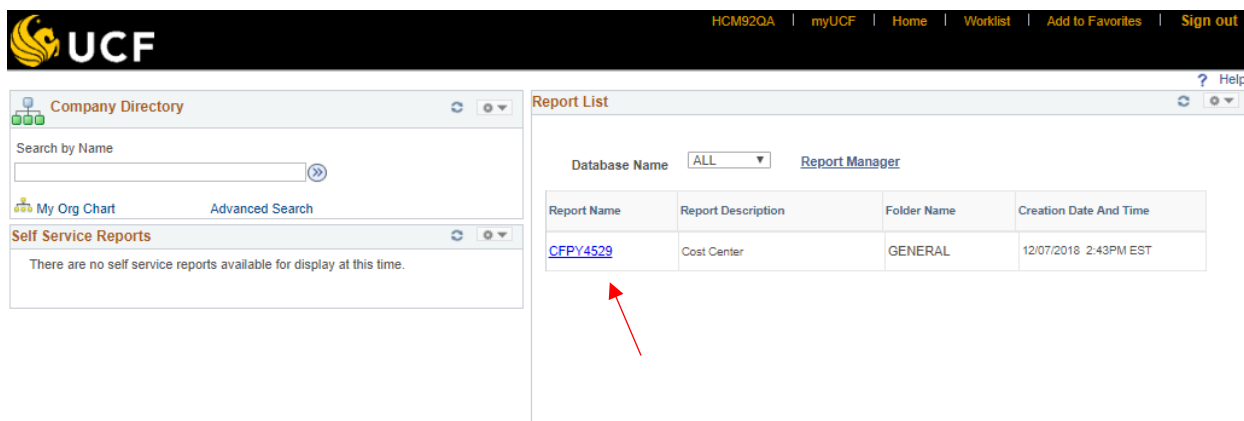
PeopleSoft HCM Feature Releases

Release #5: Report List Pagelet

Targeted Release Date: 12/12/2018

Targeted Audience: All Active Employees

Release Details: As part of our efforts to make PeopleSoft HCM easier to access, we have activated the Report List Pagelet. Any reports that you may run (or reports run and distributed to you) in PeopleSoft HCM (Cost Center, LAPERS, Faculty Staff Position File, for examples) will be available directly on your home page once the report has posted.



The screenshot shows the PeopleSoft HCM interface. At the top, there is a navigation bar with the UCF logo and links for HCM92QA, myUCF, Home, Worklist, Add to Favorites, and Sign out. Below the navigation bar, there are several pagelets. On the left, there is a 'Company Directory' pagelet with a search box and a 'My Org Chart' link. Below that is a 'Self Service Reports' pagelet with a message: 'There are no self service reports available for display at this time.' On the right, there is a 'Report List' pagelet. It has a 'Database Name' dropdown menu set to 'ALL' and a 'Report Manager' link. Below this is a table with the following data:

Report Name	Report Description	Folder Name	Creation Date And Time
CFPY4529	Cost Center	GENERAL	12/07/2018 2:43PM EST

A red arrow points to the report name 'CFPY4529' in the table.

For report specifics, please refer to the procedure manuals associated with your HR Security roles available on the HR website.