

Oracle Human Resources

Mode: Classroom

Duration: 40 hours – regular weekend and fast-track courses available

Pre-requisite:

- Basic of E Business Suit

This program will provide you with detailed training on Oracle Human Resources module.

Mode: Classroom

Target Audience:

1. Functional Consultants working with Oracle HRMS
2. Developers & Technical Architects intending to work with Oracle HRMS
3. Project Managers and End Users

Training Topics

1. Flexfields

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| a) KeyFlexfields
i. Position, Job, Grade, Competence
ii. Personal Analysis Keyflex
iii. Cost Allocation Keyflex | b) Descriptive Flexfields
i. Location Address Flexfield
ii. Personal Address Flexfield
iii. Other DFFs in HR |
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2. Definition of different types of Value Sets

3. Use of Lookup Codes

4. HRMS Basics

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| a) Introduction to Oracle HRMS
c) Person Types | b) Date Tracking
d) Assignment Status |
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5. WorkStructures

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|---|---|
| Business Group Definition
Job
Grade | Organization, Organization Hierarchy
Position, Position Hierarchy
Grade Rates, Grade Values |
|---|---|

6. Recruitment Process

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|---|---|
| Creation of Requisition
Application Tracking,
Applicant quick entry & Mass Update | Entering Vacancy
Recording Interview Feedback
Convert Applicants to Employees |
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7. People Information

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| Basic Details
Special Information Types
Work Incidents & Others | Address
Qualification
End Employment |
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8. Assignment

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|--------|---------|
| Salary | Costing |
|--------|---------|

9. Compensation

Definition of Elements
Creating Element Links

Definition of Input Values
Entering Element Entries

10. Using Views & Reports

View data using seeded views and folders

Review data using seeded reports

11. Security Profiles