



HRMS Update

The HRMS Team has been very busy over the past few months as we completed the roll-out of the PeopleSoft Self Service application. We are very pleased with the positive response that we have received from employees regarding the Self Service application.

Looking ahead, the HRMS Team is preparing for a PeopleTools 8.48 upgrade this July (see related article) and beginning an application upgrade to PeopleSoft Version 9 this Fall. We are very excited about the enhanced opportunities that these upgrades will provide.

As with any upgrade, a tremendous amount of development and testing is required. As a result, the development and release of non-regulatory items will have to be frozen so that developers and functional analysts can have a stable environment. We will have the opportunity to release

some BOR modifications between the PeopleTools upgrade and the PS Version 9 upgrade in Release 3.27 that is scheduled for September.

From a practical standpoint, the development freeze means that we will need to prioritize all BOR modifications, including Model Change Requests so that the most critical items are released in September. This may be our last opportunity to release BOR modifications until after the implementation of Version 9 in the Fall of 2008.

The upgrade to Version 9 is being considered at this time so that we can stay supported by PeopleSoft and continue to receive regulatory and tax updates. However, the update will also provide enhanced functionality (see article re: the Person model), more self service application



opportunities, and the possibility of eliminating some of our BOR modifications due to advances made by PeopleSoft. Additionally, current plans include doing the version upgrade in conjunction with the long anticipated Time and Attendance solution.

We will continue to keep you informed as we progress. Stay tuned as we bring you more information. As always, please let us know if you have specific questions.

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Please Take Note:



Due to the PeopleTools upgrade, **there will be no access to PeopleSoft** from 6:00pm on Thursday, July 19 to 7:00am on Monday, July 23.

Please be sure to provide this information to all PeopleSoft users on your campus that may be affected.

What is PeopleTools and why upgrade?

PeopleTools is the software development environment created for PeopleSoft and includes the tools that our developers use to make the many BOR modifications that we require to do business. We are upgrading PeopleTools for a number of reasons: Security Enhancements; Ability to Interface with new Upgraded PSFin; and Requirement for some enhanced PS Functionality.

Although this is primarily a technical upgrade, you will see some functional changes, such as a new folder look (see p. 2), enhanced query functions (the ability to create outer joins), and the inability to use Special Characters in the PS Username.

We will provide you with more details regarding changes that you will see along with the PeopleTools upgrade as we move into the testing phase so that you can communicate these changes effectively to your users.

Coming in V9 — The Person Model

The Person Model is new with PS 8.9 and higher. The Person Model is a term used to describe the information captured about a person in your organization. It allows you to track an individual in PS without creating a Job Record for them.

The three main categories are Employee, Contingent Worker, and Person of Interest. A person can have one or more of these relationships at a time.

Employees are individuals hired by your institution in exchange for compensation. These individuals will have a Job and one or more Employee Job Records.

Contingent Workers are individuals who provide services to another entity. Workers in this category

could include independent contractors, employees from a temp agency, or leased workers.

Persons of Interest are those individuals who cannot be classified as Employees or Contingent Workers but are still of interest to the organization. People in this group might be non-employees such as Cobra participants, surviving spouses and Adjunct professors. PeopleSoft provides several categories for Persons of Interest.

All three categories can update some level of their personal information via Self Service.


We expect that the Person model will help us eliminate some workarounds that we have developed in the GaFirst model to handle people that need to be in

PeopleSoft, but are not actual employees at the institution.

Please visit our website at <http://www.usg.edu/gafirst/hrms/>

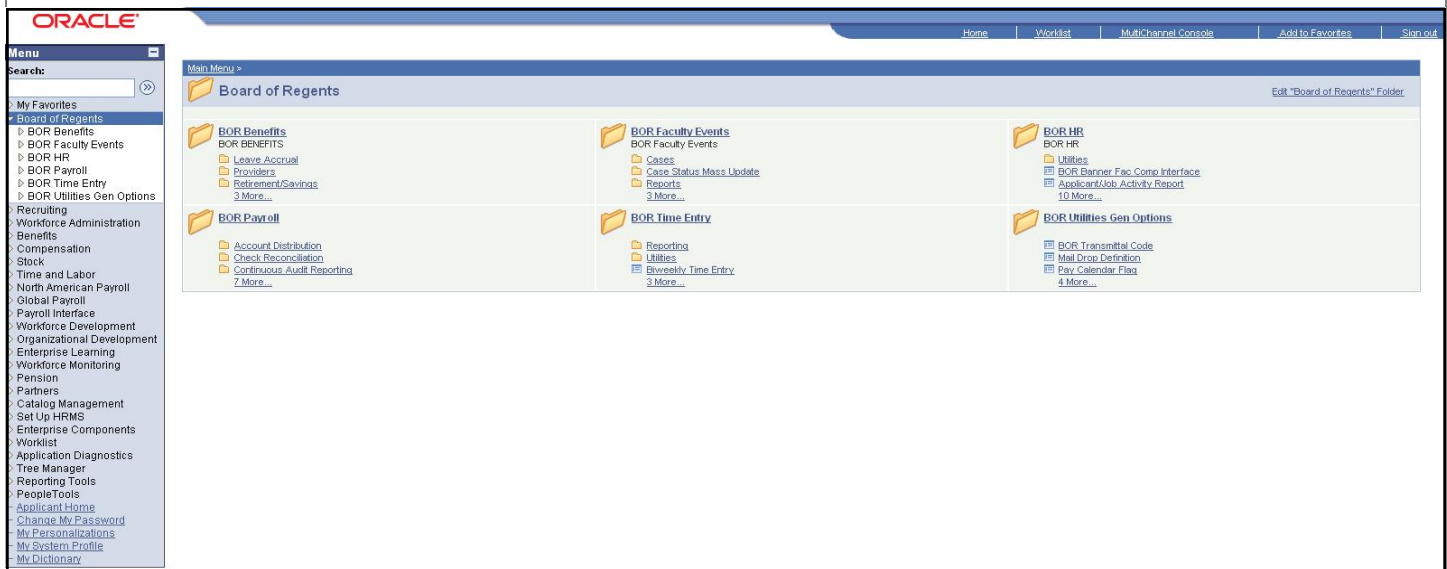
Contact the OIIT Helpdesk at http://www.usg.edu/customer/customer_services

Key Dates



3/22/07-7/3/07	Development Freeze due to PeopleTools upgrade
7/19/07-7/23/07	Release 3.26 — PeopleTools Upgrade
7/5/07--9/6/07	Development and Testing for Release 3.27
9/21/07	Release 3.27 (will include BOR modifications & Tax Updates 07B & C)
8/07	Begin Version 9.0 Upgrade
11/30/07	Release 3.28 (Tax Updates 07D & E)
1/11/08	Release 3.29 (Tax Update 07F)
4th quarter 2008	Version 9.0 Production

Below is the "Folder View" that you will see after the PeopleTools 8.48 Upgrade. This new task-oriented interface provides 2 levels of navigation — the traditional menu bar and the iconic display. In PeopleSoft's usability tests, users reported that that they were able to save one click per process due to direct menu access.



The screenshot displays the Oracle HRMS interface with a 'Folder View' navigation structure. The top navigation bar includes 'Home', 'Worklist', 'MultiChannel Console', 'Add to Favorites', and 'Sign Out'. The left sidebar contains a 'Menu' section with a search field and a list of categories including 'My Favorites', 'Board of Regents', 'Recruiting', 'Workforce Administration', 'Benefits', 'Compensation', 'Stock', 'Time and Labor', 'North American Payroll', 'Global Payroll', 'Payroll Interface', 'Workforce Development', 'Organizational Development', 'Enterprise Learning', 'Workforce Monitoring', 'Pension', 'Partners', 'Catalog Management', 'Set Up HRMS', 'Enterprise Components', 'Worklist', 'Application Diagnostics', 'Tree Manager', 'Reporting Tools', 'PeopleTools', 'Applicant Home', 'Change My Password', 'My Personalizations', 'My System Profile', and 'My Dictionary'. The main content area shows a 'Main Menu' with a 'Board of Regents' folder expanded, displaying sub-folders for 'BOR Benefits', 'BOR Faculty Events', 'BOR Payroll', and 'BOR Time Entry'. Each sub-folder contains a list of specific tasks and reports, such as 'BOR Benefits' (BOR BENEFITS, Leave Accrual, Providers, Retirement/Savings) and 'BOR Faculty Events' (BOR Faculty Events, Cases, Case Status, Mass Update, Reports).