

Oracle HR Introduction

Pre Requisite: Obtain Oracle HR View/Query Access in Oracle HR Production Environment. Access is granted by your business Power User or Center of Excellence. Complete GE's Employment Data Privacy online training.

Duration: 1 Day – 7 hours

Audience: This hands-on class is open to all authorized GE HR employees.

Locations: Brussels, Belgium
Chicago, Illinois
Danbury, Connecticut
WebEx Meeting
Client Sites by Request

What is Oracle HR Introduction?

T&E's *Oracle HR Introduction* teaches users how to access the Oracle HR system for the purpose of viewing existing employee data. The class is designed specifically for individuals who need to have an understanding of Oracle HR and to view employee data. Students will learn how to find and interpret information within Oracle HR, and how Oracle HR integrates with various corporate downstream systems.

Oracle View Only Access is required to participate.

Oracle HR Introduction (continued)

Oracle HR Introduction topics include:

Overview

- What is Oracle HR?
- Applications Home Page
- Responsibility Levels
- Logging In/Logging Out

- Date Tracking
- Toolbar Options
- Oracle HR Terminology
- Dates in Oracle HR
- Update vs. Correct

Employee Record Navigation

- Applications Home Page
- FastPath
- Date Track History Review
- Toolbar Options

- People Form and People DFF Review
- Address Form Review
- Assignment Form and Assignment DFF Review

- Salary Form and Salary History Review
- Element Entries Review
- Costing Form Review
- Extra Information Types (EITs) Review
- Special Information Types (SITs) Review
- End Employment and Termination DFF Review
- Phones and Emergency Contacts Review
- Schools and Colleges Attended Review

Work Structures Navigation

- Organization Work Structure Review
- Job Work Structure Review
- Grade Work Structure Review

Comprehensive review of how Oracle HR interacts with GE Corporate e-HR tools and GE Payroll systems

- Corporate Directory Initiative (CDI)
- e-360
- e-Compensation (e-Comp)
- e-EMS
- e-Exit
- e-SessionC/My Organization
- e-Start
- e-Workforce
- JoinGE
- My 6 Sigma
- My Information
- MyLearning
- Organization Directory
- Payroll Systems

High-Level demonstration of the WebIntelligence Reporting Tool

- Basic WebIntelligence Functionality