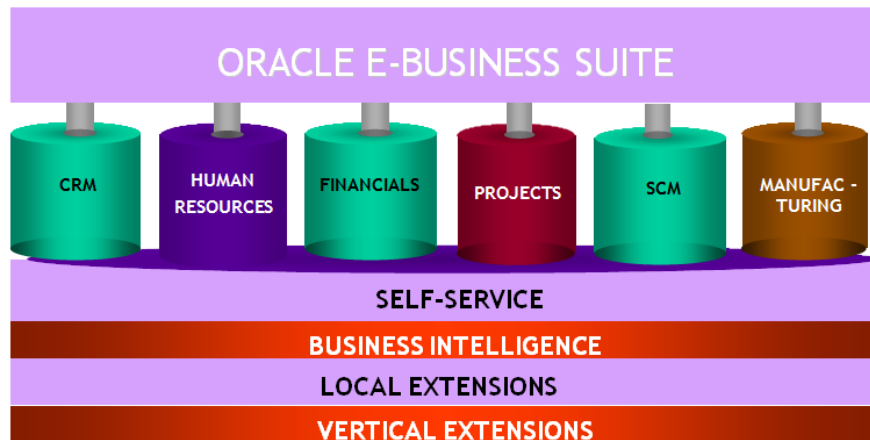


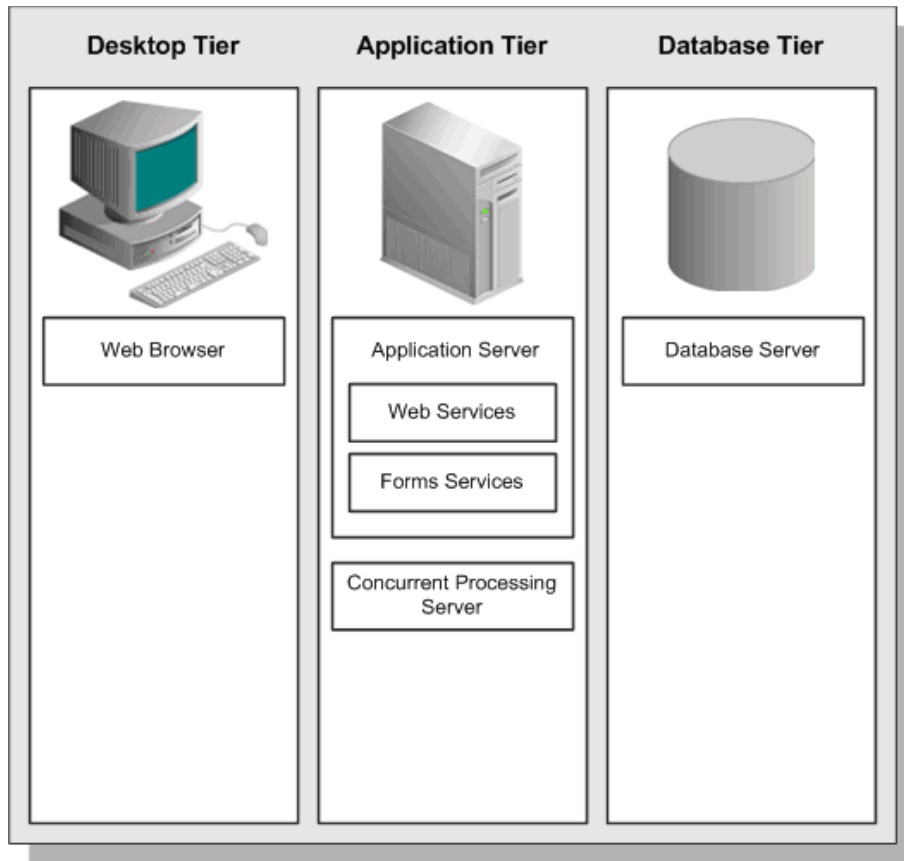
1

Introduction to Oracle Applications E-Business Suite

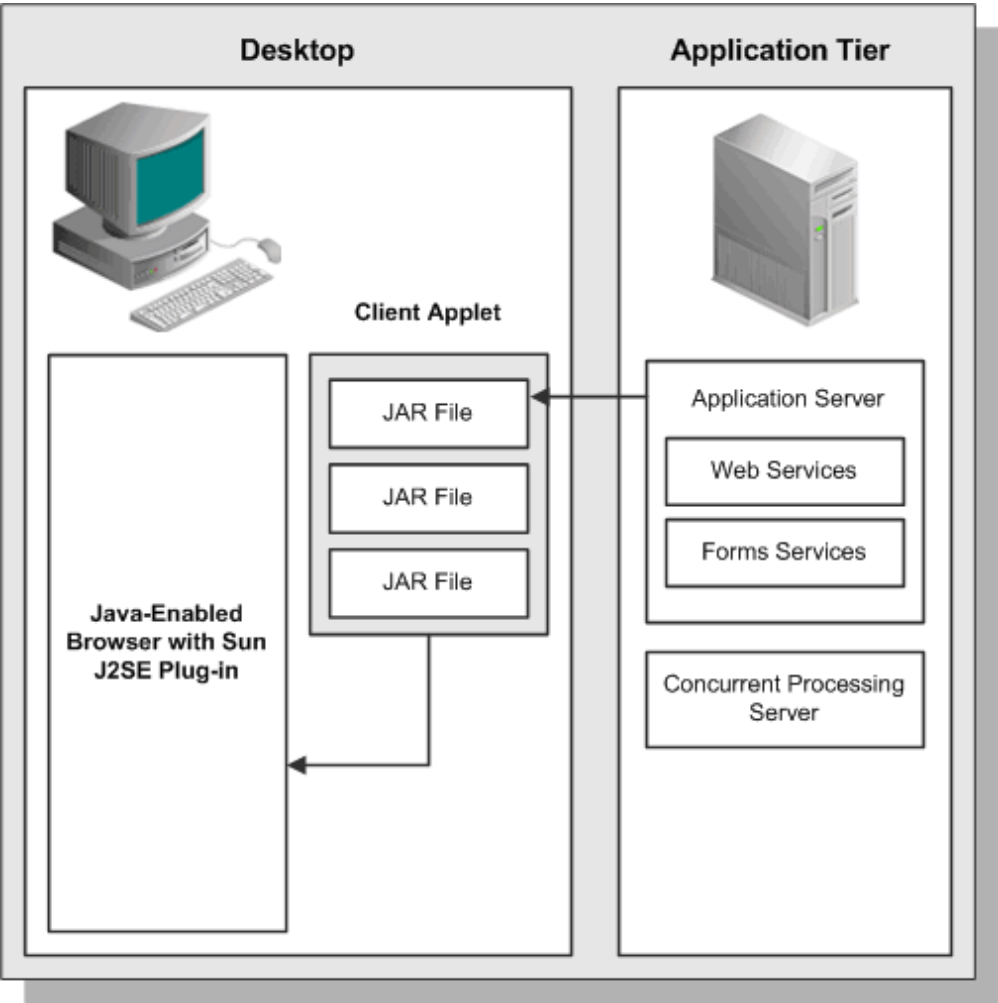
Oracle Apps Family



Architecture



The desktop Tier



*User Name
 (example: michael.james.smith)

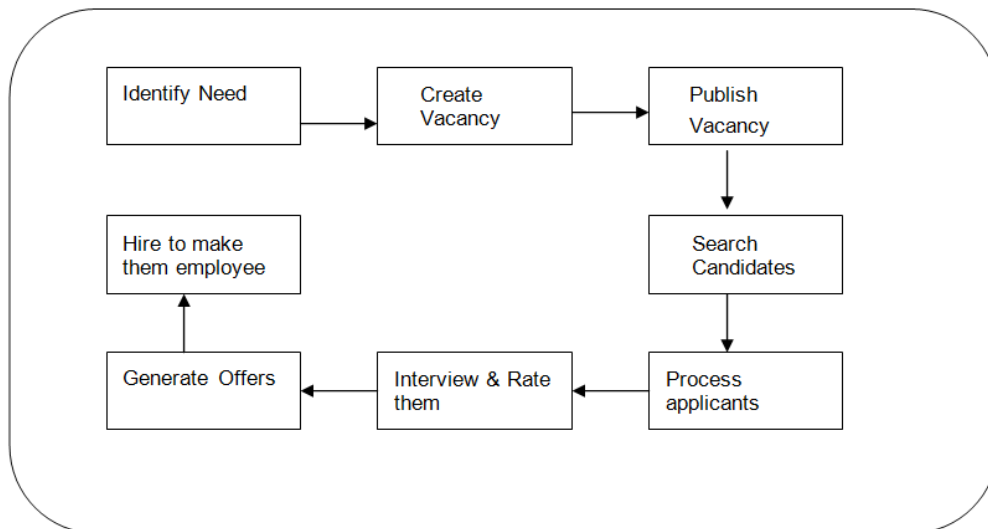
*Password
 (example: 4u99v23)

Login Assistance

Accessibility

Select a Language:
 العربية Español Português do Brasil **English** 简体中文

iRecruitment



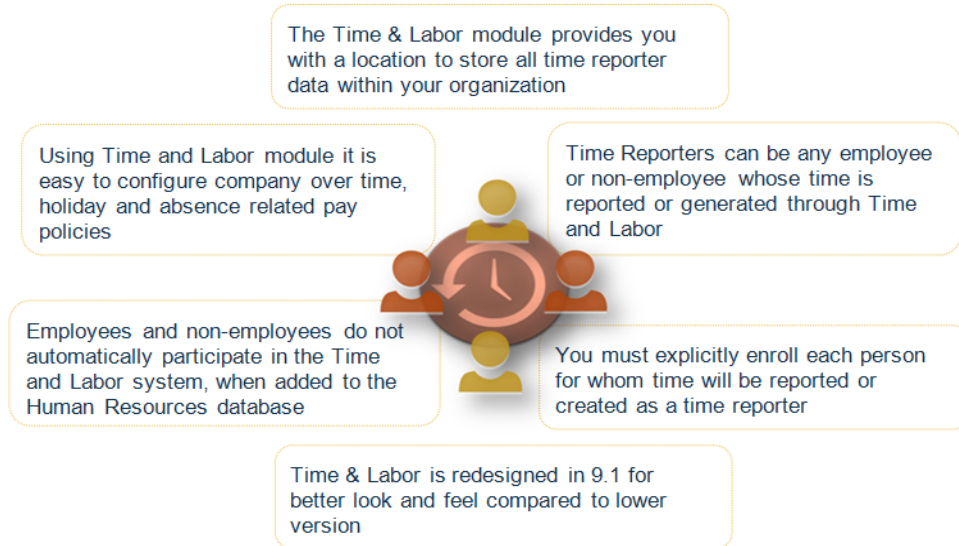
Learning Management



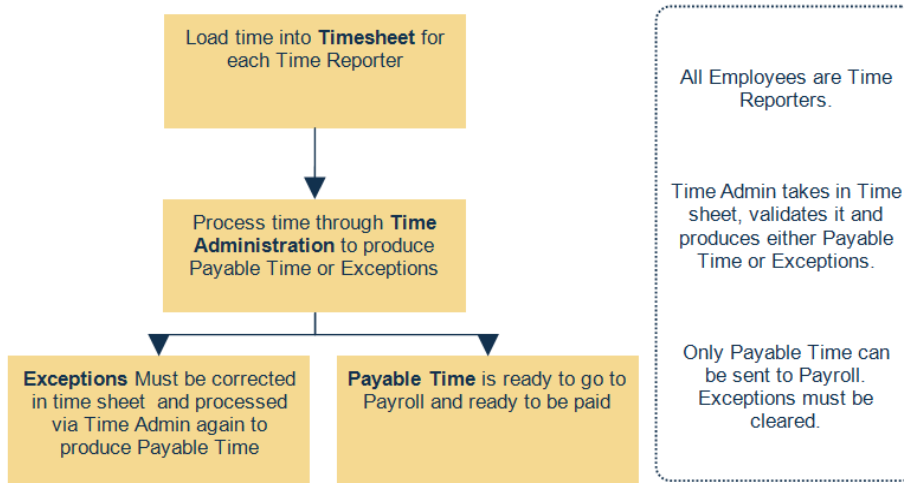
Performance Management



Time and Labor

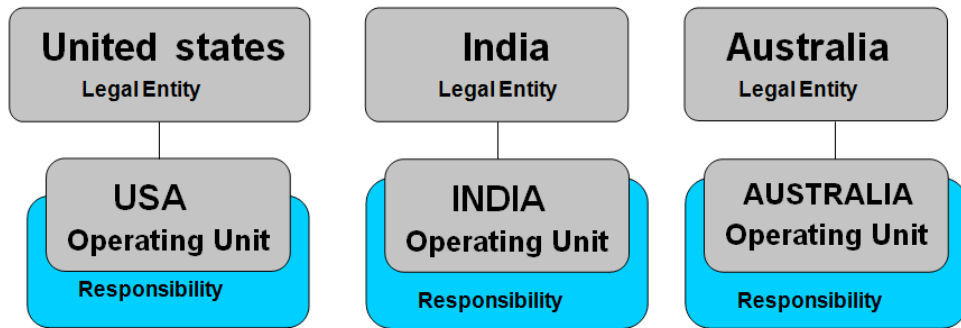


Basic Process flow of Time & Labor

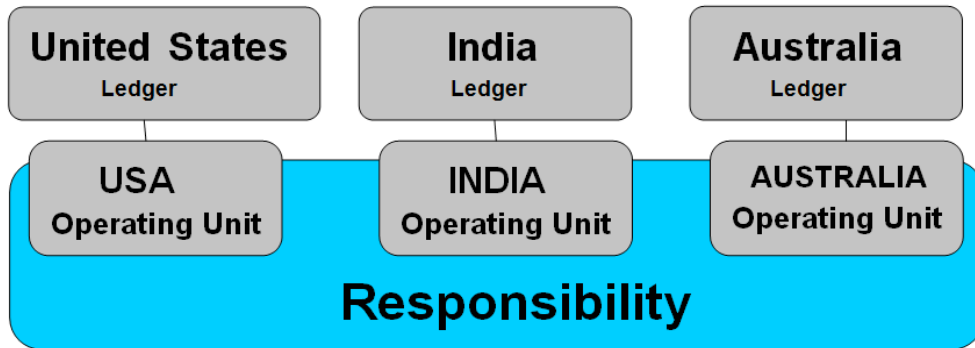


The multi-org concept in Oracle apps

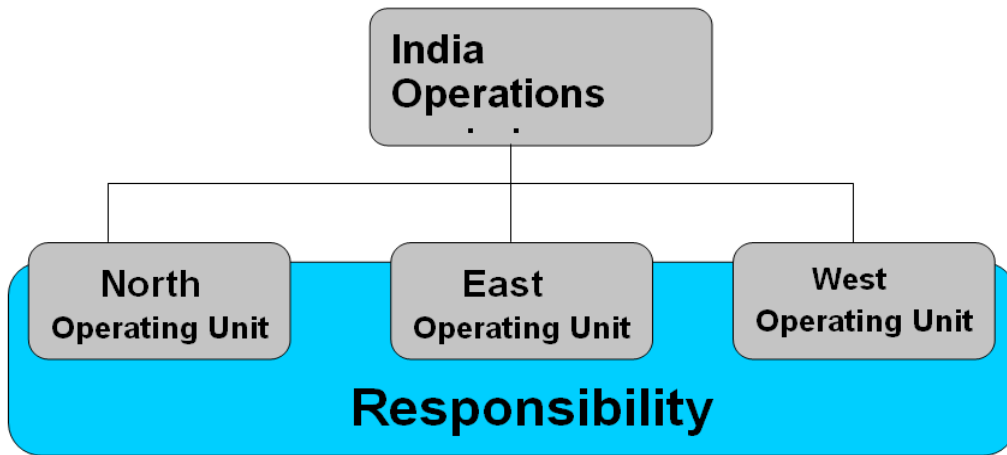
Multi-Org Access Control



Release 11i



Release 12



2

Oracle Application System Administration

*User Name
(example: michael.james.smith)

*Password
(example: 4u99v23)

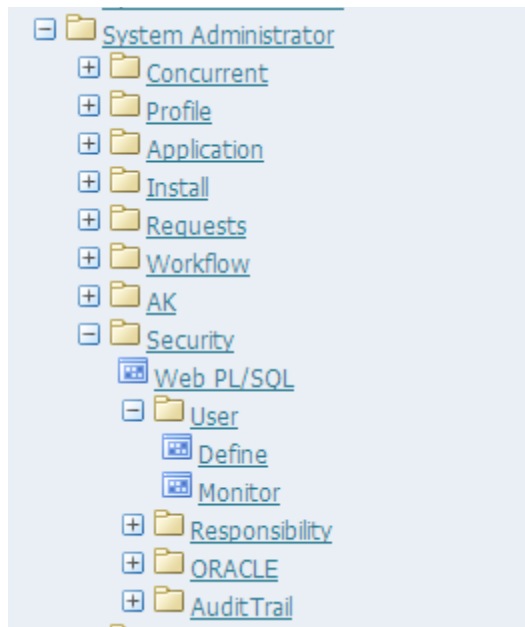
[Login Assistance](#)

Accessibility

Select a Language:
العربية Español Português do Brasil **English** 简体中文



Creating users



The screenshot shows a 'Users' application window with a menu bar (File, Edit, View, Folder, Tools, Window, Help) and a toolbar. The main area contains several input fields and a table.

User Information:

- User Name:
- Password:
- Description:
- Status:
- Person:
- Customer:
- Supplier:
- E-Mail:
- Fax:

Password Expiration:

- Days
- Accesses
- None

Effective Dates:

- From:
- To:

Responsibilities:

Direct Responsibilities | Indirect Responsibilities | Securing Attributes

Responsibility	Application	Description	Security Group	Effective Dates	
				From	To
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

File Edit View Folder Tools Window Help


Users

User Name: TEST-APPS
 Password:
 Description:
 Status:
 Password Expiration:
 Days
 Accesses
 None

Person:
 Customer:
 Supplier:
 E-Mail:
 Fax:
 Effective Dates:
 From: 01-JAN-2014
 To:

Direct Responsibilities Indirect Responsibilities Securing Attributes

Responsibility	Application	Description	Security Group	Effective Dates From	Effective Dates To
System Administrator	System Administrator		Standard	01-JAN-2014	



*User Name: TEST-APPS
 (example: michael.james.smith)
 *Password:
 (example: 4u99v23)
 Login Cancel
[Login Assistance](#)
 Accessibility: None

Select a Language:
 العربية Español Português do Brasil English 简体中文

* Current Password
 * New Password
 * Re-enter New Password
 Password must be at least 5 characters long.

Oracle Applications Home Page

Main Menu

- Application Diagnostics
- Functional Administrator
- Home
- System Administrator

Worklist

From	Type	Subject	Sent	Due
There are no notifications in this view.				
✔ TIP Vacation Rules - Redirect or auto-respond to notifications.				
✔ TIP Worklist Access - Specify which users can view and act upon your notifications.				

Users

User Name: TEST-APPS
 Password:
 Description:
 Status: Active

Person:
 Customer:
 Supplier:
 E-Mail:
 Fax:
 Effective Dates: From: 01-JAN-2014 To:
 Password Expiration:
 Days
 Accesses
 None

Direct Responsibilities Indirect Responsibilities Securing Attributes

Responsibility	Application	Description	Security Group	Effective Dates	
				From	To
Functional Administrator	Application Object Libr		Standard	01-JUL-2014	
System Administrator	System Administrator		Standard	01-JAN-2014	
US HRMS Manager	Human Resources		Standard	01-JAN-2014	

Menu in Oracle apps

The screenshot shows the 'Responsibilities' configuration window for 'US HRMS Manager'. The 'Available From' section has three radio buttons: 'Oracle Applications' (selected), 'Oracle Self Service Web Applications', and 'Oracle Mobile Applications'. The 'Menu' field is set to 'US HRMS Navigator' and is circled in red. Other fields include 'Responsibility Name', 'Application', 'Responsibility Key', 'Description', 'Effective Dates', 'Data Group', and 'Request Group'.

Type	Name	Description
Function		

The screenshot shows the 'Responsibilities' configuration window for 'Test Resp 1'. The 'Available From' section has three radio buttons: 'Oracle Applications', 'Oracle Self Service Web Applications' (circled in red), and 'Oracle Mobile Applications'. The 'Menu' field is set to 'US HRMS Navigator'. Other fields include 'Responsibility Name', 'Application', 'Responsibility Key', 'Description', 'Effective Dates', 'Data Group', and 'Request Group'.

Responsibilities

Responsibility Name:

Application:

Responsibility Key:

Description:

Effective Dates: From To

Available From

Oracle Applications
 Oracle Self Service Web Applications
 Oracle Mobile Applications

Menu:

Web Host Name:

Web Agent Name:

Data Group

Name:

Application:

Request Group

Name:

Application:

Navigator - System Administrator

Functions Documents

Application: Menu

Define menu

- + Concurrent
- + Profile
- Application
 - Function
 - Menu**
 - + Validation
 - + Flexfield
 - Administer Folders
 - + Sequential Numbering
 - Currency
 - Network Test
 - Register
- + Install
- + Requests

Top Ten List

Menu: US_HRMS_NAV View Tree...

User Menu Name: US HRMS Navigator

Menu Type: Standard

Description: HRMS seeded menu

Seq	Prompt	Submenu	Function	Description	Grant
1	People	US HRMS PEOPLE		Enter personal and assignment information	<input checked="" type="checkbox"/>
2	FastPath	US HRMS FastPath		Navigate directly to personal and assignment information	<input checked="" type="checkbox"/>
3	Recruitment	US HRMS RECRUITMENT		Manage recruiting	<input checked="" type="checkbox"/>
4	Career Management	US HRMS CAREER MANAGEMENT		Career Management	<input checked="" type="checkbox"/>
5	Work Structures	US HRMS WORK STRUCTURES		Enter work structures	<input checked="" type="checkbox"/>
6	Payroll	US HRMS PAYROLL		Enter information for payrolls	<input checked="" type="checkbox"/>
7	Total Compensation	US HRMS TOTAL COMPENSATION		Enter information on compensation and benefits	<input checked="" type="checkbox"/>
8	View	US HRMS VIEW INFO		View HRMS information	<input checked="" type="checkbox"/>
9	Processes and Reports	US HRMS PROCESS AND REPORTS			<input checked="" type="checkbox"/>
10	Transaction Maintenance	US HRMS MAINT FORMS			<input checked="" type="checkbox"/>

File Edit View Folder Tools Window Help

Navigator - System Administrator

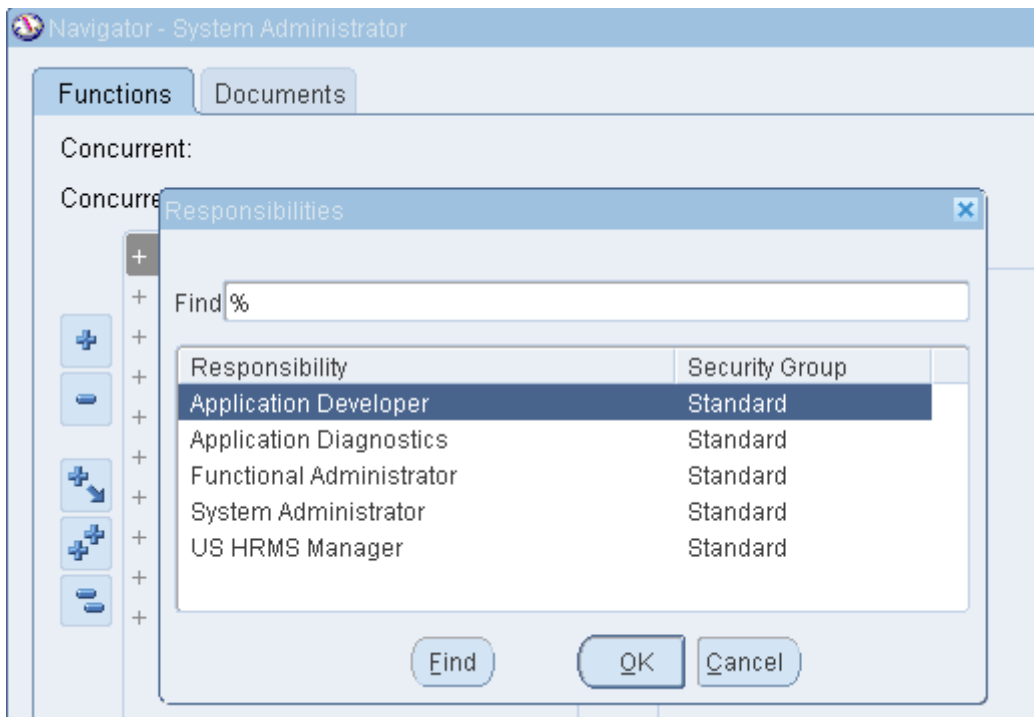
Functions Documents

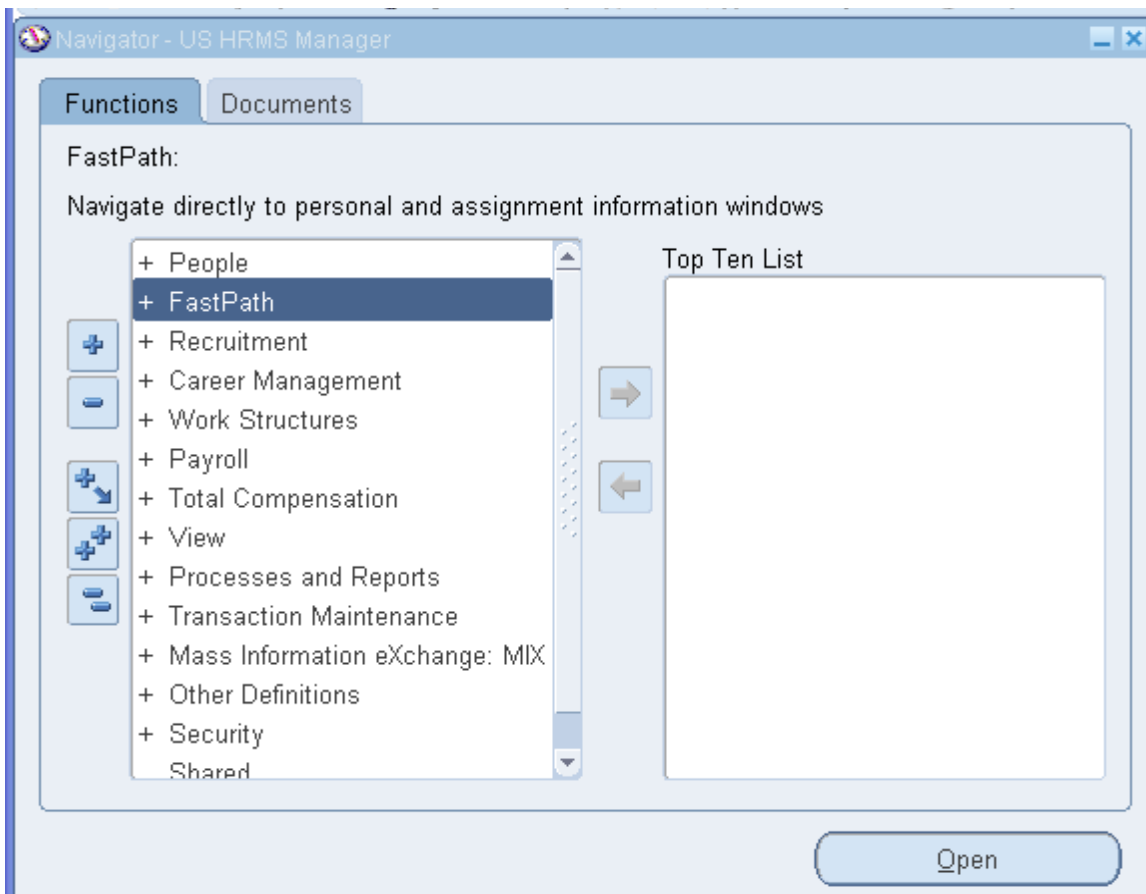
Security:

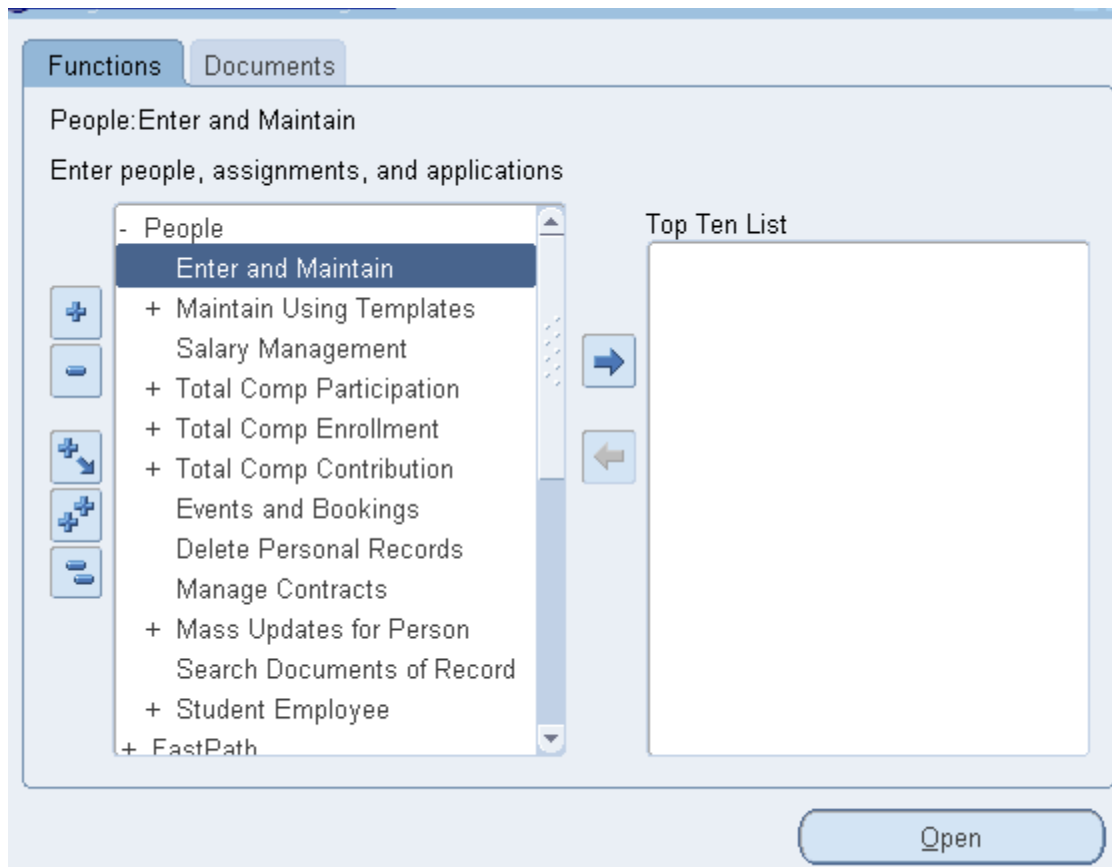
Security menu

- + Concurrent
- + Profile

Top Ten List







Menus

Menu: US_HRMS_PEOPLE View Tree...

User Menu Name: US HRMS PEOPLE

Menu Type: Standard

Description: Enter personal and assignment information

Seq	Prompt	Submenu	Function	Description	Grant
1	Enter and Maintai		Combined Per & Asg Forr	Enter people, assignments, and app	<input checked="" type="checkbox"/>
2	Maintain Using Te	US HRMS MAINTAIN TEM			<input checked="" type="checkbox"/>
3	Salary Managem		Salary Management	Manage salary details	<input checked="" type="checkbox"/>
4	Total Comp Partic	US HRMS TOTAL COMP			<input checked="" type="checkbox"/>
5	Total Comp Enrol	US HRMS TOTAL COMP			<input checked="" type="checkbox"/>
6	Total Comp Contr	US HRMS TOTAL COMP			<input checked="" type="checkbox"/>
7	Events and Booki		Event Bookings	Enter events and bookings	<input checked="" type="checkbox"/>
8	Delete Personal F		Delete Person	Remove all records for any person	<input checked="" type="checkbox"/>
9	Manage Contract:		Manage Contracts	Find and manage contracts	<input checked="" type="checkbox"/>
10	Mass Updates for	US HRMS MASS UPD			<input checked="" type="checkbox"/>

People

Name

Last

First

Title

Gender Unknown ...

Action

Person Type for Action

Person Types

Find Person

Full Name

Social Security

Search by number

Type Employee

Number

Clear New Find

Effective Dates

From 24-AUG-2014 To

Latest Start Date []

Address Picture Assignment Special Info Others...

Oracle Applications - Solution Beacon Vision 12.1.3

File Edit View Folder Tools Window Help

People

Name

Last 1425

First LV

Title Mr.

Prefix

Suffix

Middle

Gender Male

Action

Person Type for Action

Person Types

Employee

Identification

Employee 2446

Social Security 142514259

Personal Employment Office Details Applicant Background Rehire Further Name Medical Other Benefits

Birth Date 01-JAN-1985

Age 29

Town of Birth

Status

Region of Birth

Nationality

Country of Birth

Registered Disabled

Effective Dates

From 30-JAN-2014 To

Latest Start Date 06-NOV-2013 [...]

Address Picture Assignment Special Info Others...

Request and data group

Responsibilities

Responsibility Name: US HRMS Manager
Application: Human Resources
Responsibility Key: US_HRMS_MANAGER
Description: Oracle HRMS - full menu for US users

Effective Dates
From: 01-JAN-1951
To:

Available From

- Oracle Applications
- Oracle Self Service Web Applications
- Oracle Mobile Applications

Menu: US HRMS Navigator
Web Host Name:
Web Agent Name:

Data Group
Name: Standard
Application: Human Resources

Request Group
Name: HR Reports and Processes
Application: Human Resources

Menu Exclusions | Excluded Items | Securing Attributes

Type	Name	Description
Function		

Request Groups

Group: HR Reports and Processes

Application: Human Resources

Code:

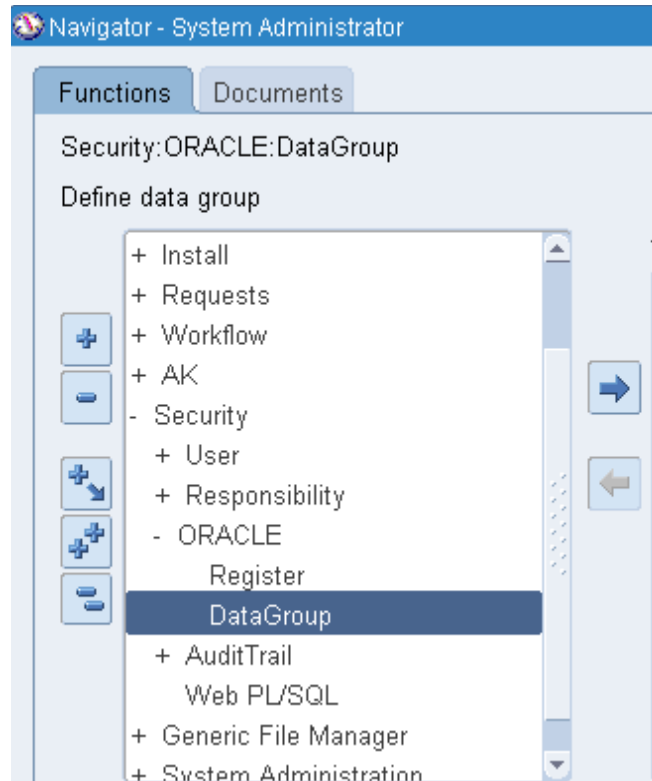
Description: Oracle HR reports and processes

Requests

Type	Name	Application
Program	1099 Forms	Payables
Program	HRI Load All Organization Hierarchy Versi	Human Resources Intelligence
Program	HRI Load All Supervisor Hierarchies	Human Resources Intelligence
Program	HRI Load All Generic Hierarchy Versions	Human Resources Intelligence
Program	HRI Load Workforce Measurement Value f	Human Resources Intelligence
Program	HRI Load Separation Reasons Table	Human Resources Intelligence
Program	HRMSi (Embedded Analytics) Materializec	Human Resources Intelligence
Program	Current and Projected Progression Point V	Human Resources
Program	Employee Increment Results	Human Resources
Program	Worker Summary Report	Human Resources

Data groups

Usage of a data group



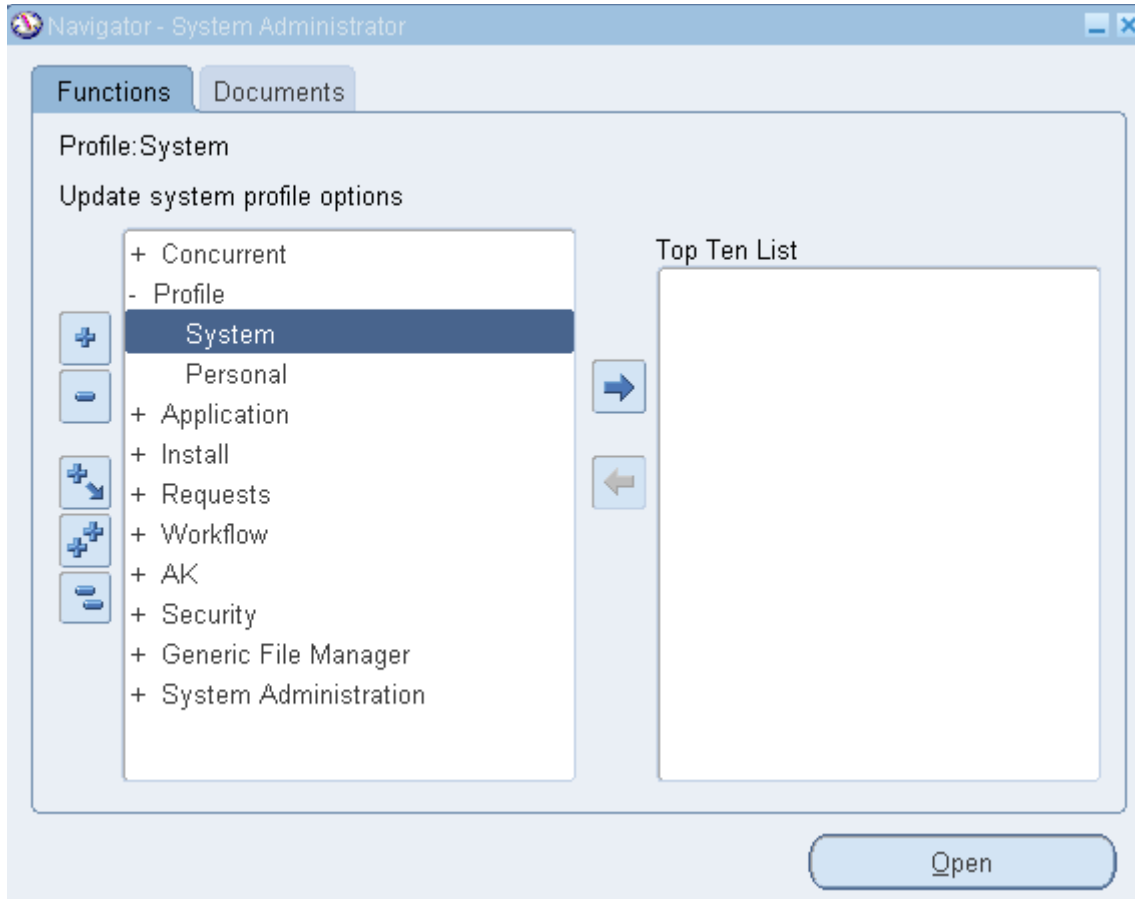
Data Groups

Data Group: Standard

Description: Standard Data Group

Application	Oracle ID	Description
ADS Development	APPS	
AHTAB Custom Application	APPS	
Activity Based Management (Ob	APPS	
Advanced Benefits	APPS	
Advanced Outbound Telephony	APPS	
Advanced Planning Foundation(c	APPS	
Advanced Pricing	APPS	
Advanced Product Catalog	APPS	
Advanced Supply Chain Planning	APPS	
Alert	APPS	

Profile options in Oracle apps



Find System Profile Values

Display

- Site
- Application
- Responsibility
- Server (B)
- Organization
- User

Profiles with No Values

Profile

Find Clear

Find System Profile Values

Display

Site

Application

Responsibility

Server (B)

Organization

User

Profiles with No Values

US HRMS Manager

Profile: HR:Business Group

Find Clear

System Profile Values

Profile Option Name	Site	Application	Responsibility
HR:Business Group			US HRMS Manager
			Vision Corporation

Profile Option Name	Site	Application	Responsibility
HR:User Type			US HRMS Manager
			HR with Payroll User

HR User Type

Find %

- HR User
- HR with Payroll User
- Payroll User

System Profile Values				
Profile Option Name	Site	Application	Responsibility	User
HR:Query Only Mode			US HRMS Manager	
			No	

Security Profile

Name: TEST_USER_PROFILE

Business Group: US BG

View Employees: All

View Contingent Workers: None

View Applicants: None

View Contacts: All

View Candidates: None

Reporting User:

View All Records

Allow Granted Users

Restrict on Individual Assignments

Organization Security | Position Security | Payroll Security | Supervisor Security | Miscellaneous Security

Security Type: View all organizations (no security)

Organization Hierarchy:

Specify Top Organization:

Use the Organization on the User's Assignment(s) as the Top Organization

Include Top Organization Exclude Business Groups

Classification	Organization Name	Include	Exclude
		<input checked="" type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>

Organization Security | Position Security | Payroll Security | Supervisor Security | Miscellaneous Security

Security Type: View all organizations (no security)

Organization Hierarchy:

Specify Top Organization:

Use the Organization on the User's Assignment(s) as the Top Organization

Include Top Organization Exclude Business Groups

Classification	Organization Name	Include	Exclude
		<input checked="" type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>

Standard Request Submission

Creating an executable

The screenshot shows a web form titled "Concurrent Program Executable". The form has the following fields:

- Executable:
- Short Name:
- Application:
- Description:
- Execution Method:
- Execution File Name:
- Subroutine Name:
- Execution File Path:

At the bottom of the form is a button labeled "Stage Function Parameters".

- Host
- Immediate
- Java Stored Procedure**
- Java Concurrent Program
- Multi Language Function
- Oracle Reports
- PL/SQL Stored Procedure
- Request Set Stage Funtion

Concurrent Program Executable

Executable: TEST_EXEC

Short Name: TEST_EXEC

Application: Human Resources

Description:

Execution Method: PL/SQL Stored Procedure

Execution File Name: XXTEST_PKG.XXTEST_PROCEDURE

Creating a concurrent program

Concurrent Programs

Program: Test Program Enabled

Short Name: TEST_PROGRAM

Application: Human Resources

Description:

Executable

Name: TEST_EXEC

Method: PL/SQL Stored Procedure

Options:

Priority:

Request

Type:

Incrementor:

MLS Function:

Use in SRS Allow Disabled Values

Run Alone Restart on System Failure

Enable Trace NLS Compliant

Output

Format: Text

Save (C)

Print

Columns:

Rows:

Style:

Style Required

Printer:

Business Events

Request Submitted (Y) Request Running Post Processing Ended

Request On Hold Program Completed Request Completed (Z)

Request Resumed Post Processing Started

Copy to... Session Control Incompatibilities Parameters

Attaching parameters to a concurrent program

Concurrent Program Parameters

Program: Test Program
 Application: Human Resources

Conflicts Domain:
 Security Group:

Seq	Parameter	Description	Enabled
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Validation

Value Set:
 Default Type:
 Required Enable Security

Description:
 Default Value:
 Range:

Display

Display Size:
 Concatenated Description Size:

Description Size:
 Prompt:

Token:

Seq	Parameter	Description	Enabled
10	Effective Date	Effective Date	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Validation

Value Set: FND_STANDARD_DATE
 Default Type: Current Date
 Required Enable Security

Description: Date value set
 Default Value:
 Range:

Display

Display Size: 11
 Concatenated Description Size: 25

Description Size: 50
 Prompt: Effective Date

Display

Display Size Description Size

Concatenated Description Size Prompt

Attaching a concurrent program to a request group

Responsibilities

Responsibility Name Application

Responsibility Key Description

Effective Dates From To

Available From

- Oracle Applications
- Oracle Self Service Web Applications
- Oracle Mobile Applications

Menu

Web Host Name

Web Agent Name

Data Group

Name Application

Request Group

Name Application

Request Groups

Group: **HR Reports and Processes**

Application: Human Resources

Code:

Description: Oracle HR reports and processes

Requests

Type	Name	Application
Program	1099 Forms	Payables
Program	HRI Load All Organization Hierarchy Versi	Human Resources Intelligence
Program	HRI Load All Supervisor Hierarchies	Human Resources Intelligence
Program	HRI Load All Generic Hierarchy Versions	Human Resources Intelligence
Program	HRI Load Workforce Measurement Value	Human Resources Intelligence
Program	HRI Load Separation Reasons Table	Human Resources Intelligence
Program	HRMSi (Embedded Analytics) Materialized	Human Resources Intelligence
Program	Current and Projected Progression Point V	Human Resources
Program	Employee Increment Results	Human Resources

Request Groups

Group: HR Reports and Processes

Application: Human Resources

Code:

Description: Oracle HR reports and processes

Requests

Type	Name	Application
Program	1099 Forms	Payables
Program	HRI Load All Organization Hierarchy Versi	Human Resources Intelligence
Program	<input type="text"/>	
Program	HRI Load All Supervisor Hierarchies	Human Resources Intelligence

Group: HR Reports and Processes
 Application: Human Resources
 Code:
 Description: Oracle HR reports and processes

Requests

Type	Name	Application
Program	1099 Forms	Payables
Program	HRI Load All Organization Hierarchy Versio	Human Resources Intelligence
Program	Test Program	Human Resources
Program	HRI Load All Supervisor Hierarchies	Human Resources Intelligence

Submit Request

Run this Request...

Name: Test Program Copy...

Operating Unit:
 Parameters:
 Language: American

At these Times...
 Run the Job: As Soon as

Upon Completion...
 Save all Output Files

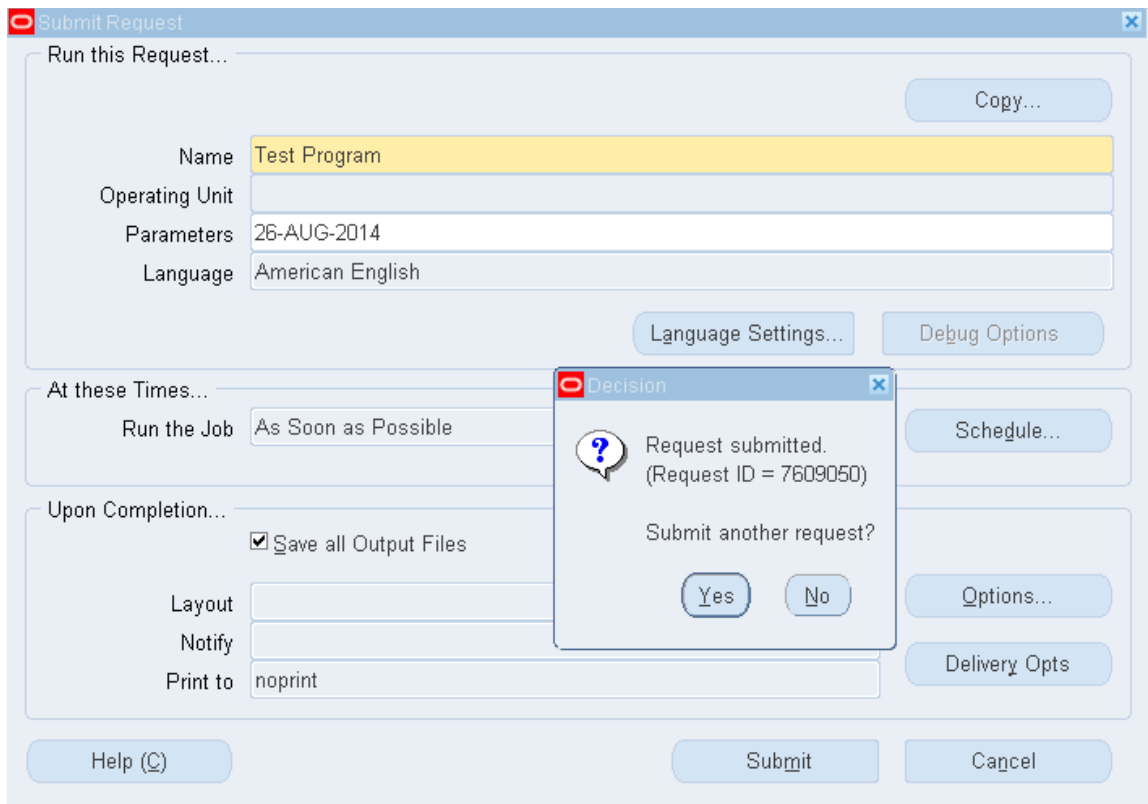
Layout:
 Notify:
 Print to: noprint

Effective Date: 25-AUG-2014

OK Cancel Clear Help

Options...
 Delivery Opts

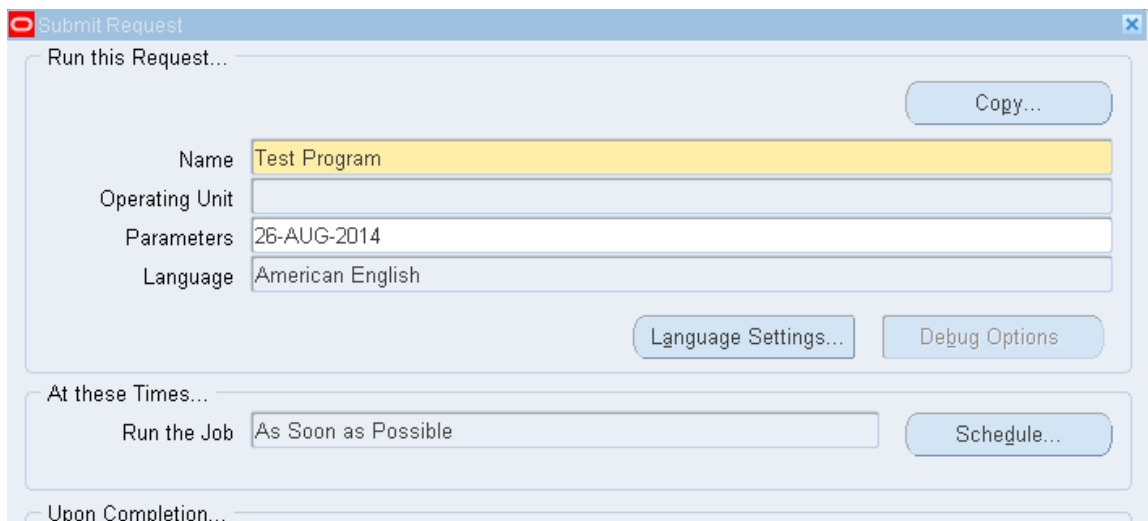
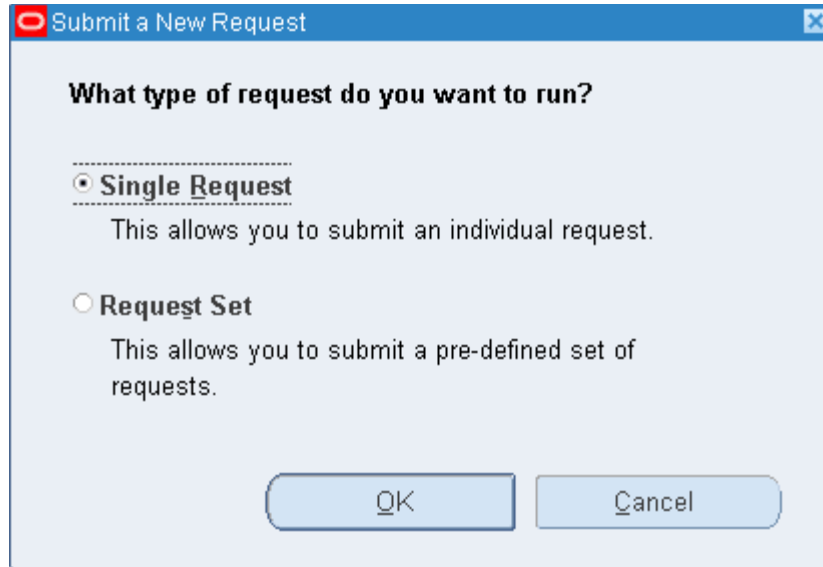
Help (C) Submit Cancel

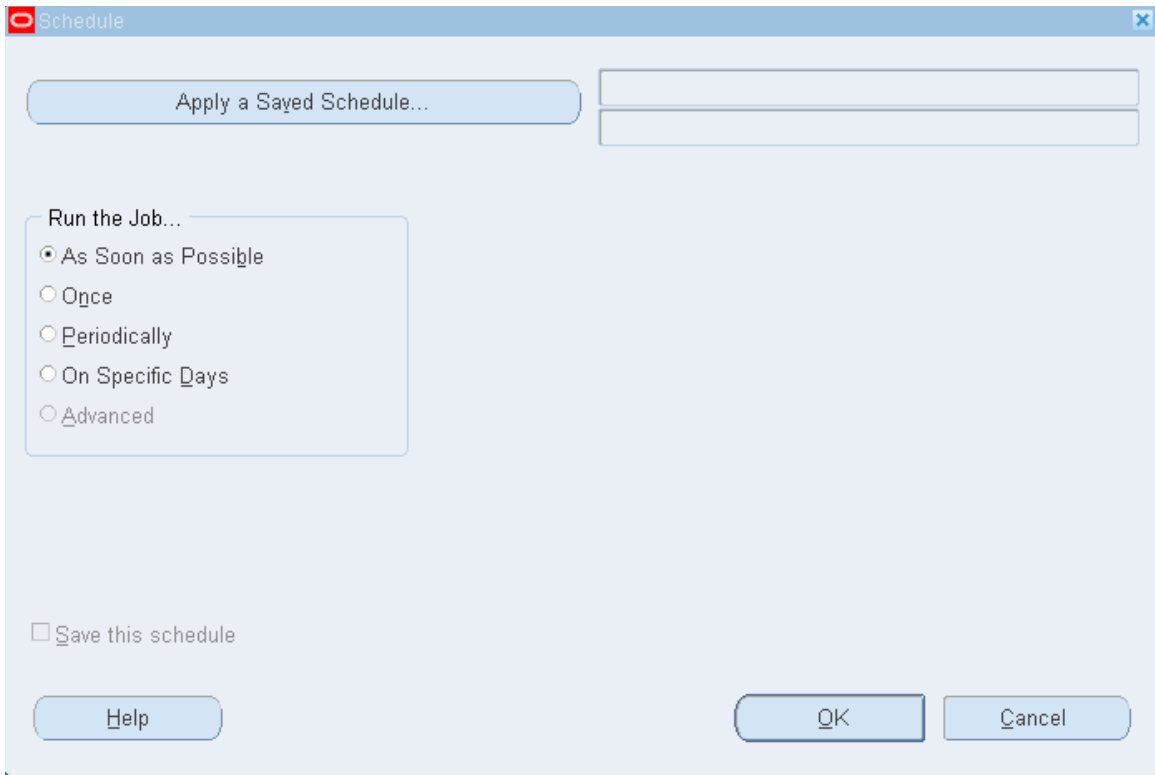


Viewing the output and log

Request ID	Name	Parent	Phase	Status	Parameters
7609050	Test Program		Pending	Normal	2014/08/26 00:00:00

Scheduling a concurrent program





Scheduling options



Run the Job...

As Soon as Possible
 Once
 Periodically
 On Specific Days
 Advanced

Start At

End At

Leave End Date blank to run indefinitely

Re-run every

Apply the Interval...

From the Start of the prior run
 From the Completion of the prior run

Increment date parameters each run

Save this schedule

Run the Job...

As Soon as Possible
 Once
 Periodically
 On Specific Days
 Advanced

Start At

End At

Dates of Every Month:

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	Last Day			

Days of Every Week:

S	M	T	W	T	F	S
---	---	---	---	---	---	---

Save this schedule

Increment date parameters each run

Run the Job...

As Soon as Possible

Once

Periodically

On Specific Days

Advanced

Start At

End At

Leave End Date blank to run indefinitely

Re-run every

Apply the Interval...

From the Start of the prior run

From the Completion of the prior run

Increment date parameters each run

Save this schedule

Run this Request...

Name

Operating Unit

Parameters

Language

At these Times...

Run the Job

Upon Completion...

Save all Output Files

Layout

Notify

Print to

Request set

Request Set

Set: Test Request Sets

Set Code: TEST_REQUEST_SET

Application: Human Resources

Description: Test

Owner:

Active Dates

From: 01-JAN-2014

To:

Run Options

Print Together

Allow Incompatibility

Request Set Wizard Define Stages Link Stages

Request Set

Stages

Set: Test Request Sets Set Application: Human Resources

Display Sequence

Stage	Description
10 Stage 1	

Stage Details

Stage Code: STAGE1

Function

Function: Standard Evaluation Parameters

Application: Application Object Library

The Return Value of This Stage Affects the Set Outcome

Allow Incompatibility

Requests

Stage Requests

Set: Test Request Sets Set Application: Human Resources

Stage: Stage 1

Programs

Allow Stage Function to Use This Program's Results

Seq	Program	Application	Description	
10	Test Program	Human Resources		<input checked="" type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

Print Options

Copies: 0 Save

Style: Printer:

Request Parameters

Set: Test Request Sets Set Application: Human Resources

Stage: Stage 1 Sequence: 10

Program: Test Program Application: Human Resources

Default

Seq	Prompt	Display	Modify	Shared Parameter	Type	Value
10	Effective Date	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Current Date	
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			

Display Sequence

	Stage	Description
<input type="checkbox"/>	1 Stage1	
<input checked="" type="checkbox"/>	2 Stage2	
<input type="checkbox"/>		
<input type="checkbox"/>		

Stage Details

Stage Code

Function

Function

Application

The Return Value of This Stage Affects the Set Outcome

Allow Incompatibility

Stage Requests

Set Set Application

Stage

Programs

Allow Stage Function to Use This Program's Results

Seq	Program	Application	Description	
<input checked="" type="checkbox"/>	10 TEST	Application Object Library		<input checked="" type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>

Request Set

Set: Test Request Sets

Set Code: TEST_REQUEST_SET

Application: Human Resources

Description: Test

Owner:

Active Dates

From: 01-JAN-2014

To:

Run Options

Print Together

Allow Incompatibility

Request Set Wizard Define Stages Link Stages

Link Stages

Set: Test Request Sets Set Application: Human Resources

Start Stage:

Display Sequence Stage To Proceed To On...

	Name	Success	Warning	Error
10	Stage 1			
20	Stage 2			

Stage Properties

Description:

The Return Value of this Stage Affects the Set Outcome

Done Cancel

Link Stages

Set Set Application

Start Stage

Display Sequence Stage To Proceed To On...

Display Sequence	Name	Success	Warning	Error
10	Stage 1	Stage 2	Stage 2	Stage 2
20	Stage 2			

Stage Properties

Description

The Return Value of this Stage Affects the Set Outcome

Done Cancel

Request Groups

Group

Application

Code

Description

Requests

Type	Name	Application
Program	1099 Forms	Payables
Set	Test Request Sets	Human Resources
Program	HRI Load All Organization Hierarchy Versi	Human Resources Intelligence

3

Fundamentals of Flexfields / Value Sets

Value set

The screenshot shows the 'Value Sets' configuration window. The 'Format Validation' section is highlighted with a red box, showing 'Format Type' set to 'Char'. The 'Value Validation' section is also highlighted with a red box, showing 'Validation Type' set to 'Independent'. Other visible fields include 'Value Set Name', 'Description', 'List Type' (List of Values), 'Security Type' (No Security), 'Maximum Size', 'Precision', 'Numbers Only (0-9)', 'Uppercase Only (A-Z)', 'Right-justify and Zero-fill Numbers (0001)', 'Min Value', 'Max Value', and an 'Edit Information' button.

Value Set Name	<input type="text"/>	Usages
Description	<input type="text"/>	
List Type	List of Values	Security Type
Security Type	No Security	
Format Validation		
Format Type	Char	Maximum Size
	<input type="text"/>	Precision
	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/> Numbers Only (0-9)	
	<input type="checkbox"/> Uppercase Only (A-Z)	
	<input type="checkbox"/> Right-justify and Zero-fill Numbers (0001)	
Min Value	<input type="text"/>	Max Value
	<input type="text"/>	<input type="text"/>
Value Validation		
Validation Type	Independent	Edit Information
	<input type="text"/>	<input type="text"/>

Independent

Find Value Set

Find Values By

- Value Set
- Key Flexfield
- Descriptive Flexfield
- Concurrent Program

Name: TEST_VALUE_SET

Independent Value: []

Value: []

Description: []

Clear Find

Segment Values

Value Set Key Flexfield Descriptive Flexfield Concurrent Program

Name: TEST VALUE SET

Dependent Value Set: []

Independent Value: []

Values (TEST VALUE SET) [x]

Values, Effective | Values, Hierarchy, Qualifiers

Value	Translated Value	Description	Enabled		[]
			From	To	
11	11	[]	<input checked="" type="checkbox"/>	[]	[]
12	12	[]	<input checked="" type="checkbox"/>	[]	[]
13	13	[]	<input checked="" type="checkbox"/>	[]	[]
14	14	[]	<input checked="" type="checkbox"/>	[]	[]
15	15	[]	<input checked="" type="checkbox"/>	[]	[]
			<input type="checkbox"/>	[]	[]

Dependent

Value Sets

Value Set Name: TEST_CITY Usages

Description:

List Type: List of Values Security Type: No Security

Format Validation

Format Type: Char Maximum Size: 20 Precision:

Numbers Only (0-9)

Uppercase Only (A-Z)

Right-justify and Zero-fill Numbers (0001)

Min Value: Max Value:

Value Validation

Validation Type: Dependent Edit Information

Dependent Value Set Information

Independent Value Set

Name: COUNTRY NAME

Description:

Dependent Default Value

Value: None

Description: None

Find Value Set

Find Values By

- Value Set
- Key Flexfield
- Descriptive Flexfield
- Concurrent Program

Name: COUNTRY NAME

Independent Value:

Value:

Description:

Clear Find

Segment Values

Value Set Key Flexfield Descriptive Flexfield Concurrent Program

Name: COUNTRY NAME

Dependent Value Set: TEST_CITY

Independent Value: SWEDEN

Values (TEST_CITY)

Values, Effective | Values, Hierarchy, Qualifiers

Value	Translated Value	Description	Enabled			
			From	To	[]	
TEST_1	TEST_1		<input checked="" type="checkbox"/>			
			<input type="checkbox"/>			
			<input type="checkbox"/>			
			<input type="checkbox"/>			
			<input type="checkbox"/>			
			<input type="checkbox"/>			
			<input type="checkbox"/>			

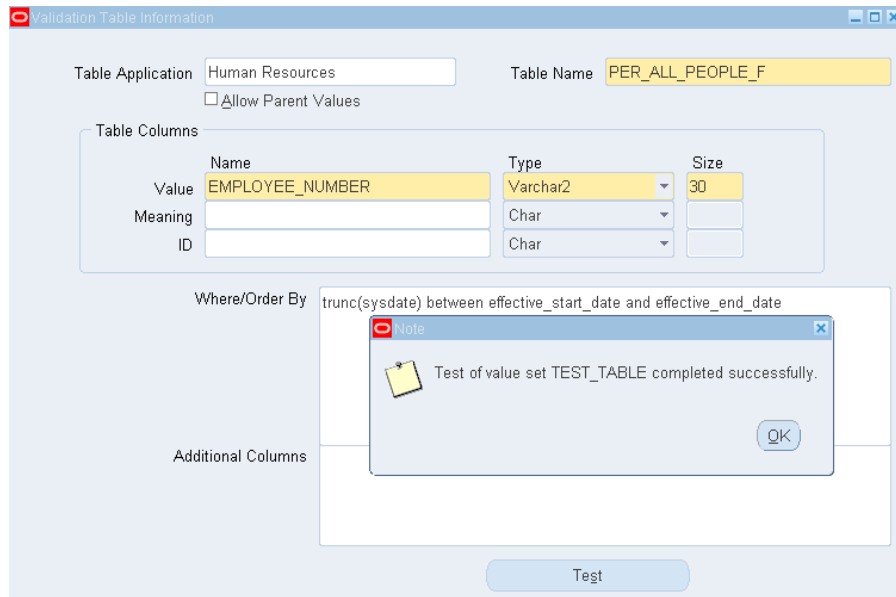
Table

The 'Value Sets' window is used to configure a value set. The 'Value Set Name' is 'TEST_TABLE'. The 'List Type' is 'List of Values' and the 'Security Type' is 'No Security'. Under 'Format Validation', the 'Format Type' is 'Char', 'Maximum Size' is '100', and 'Precision' is empty. There are checkboxes for 'Numbers Only (0-9)', 'Uppercase Only (A-Z)', and 'Right-justify and Zero-fill Numbers (0001)'. 'Min Value' and 'Max Value' fields are empty. Under 'Value Validation', the 'Validation Type' is 'Table' and there is a 'Edit Information' button.

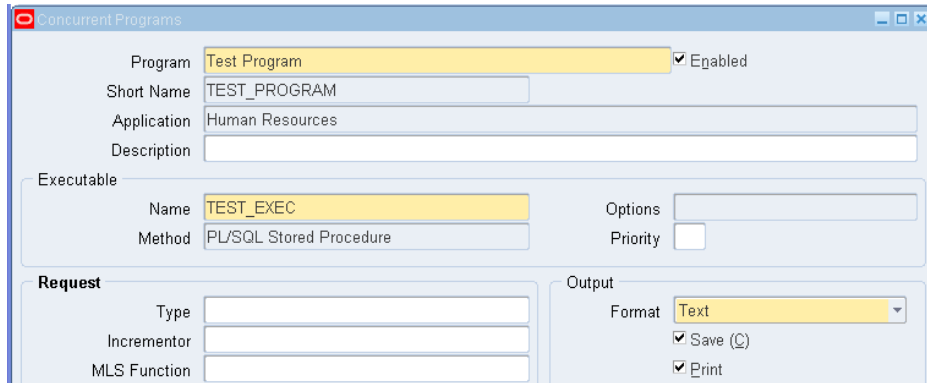
The 'Validation Table Information' window shows configuration for a validation table. 'Table Application' is 'Human Resources' and 'Allow Parent Values' is unchecked. 'Table Name' is 'PER_ALL_PEOPLE_F'. The 'Table Columns' section has a table with the following data:

	Name	Type	Size
Value	EMPLOYEE_NUMBER	Varchar2	30
Meaning		Char	
ID		Char	

'Where/Order By' is 'trunc(sysdate) between effective_start_date and effective_end_date'. 'Additional Columns' is empty. A 'Test' button is at the bottom.



Significance of \$FLEX\$



Concurrent Program Parameters

Program: Test Program
 Application: Human Resources

Conflicts Domain: Security Group:

Seq	Parameter	Description	Enabled
10	Effective Date	<input type="text"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Validation

Value Set: FND_STANDARD_DATE Description: Date value set
 Default Type: Current Date Default Value:
 Required Enable Security Range:

Display

Display Size: 11 Description Size: 50
 Concatenated Description Size: 25 Prompt: Effective Date

Seq	Parameter	Description	Enabled
10	Effective Date	<input type="text"/>	<input checked="" type="checkbox"/>
20	PARAMETER 1	<input type="text"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Validation

Value Set: TEST VALUE SET Description:
 Default Type: Default Value:
 Required Enable Security Range:

Display

Display Size: 20 Description Size: 50
 Concatenated Description Size: 25 Prompt: PARAMETER 1

Seq	Parameter	Description	Enabled
10	Effective Date		<input checked="" type="checkbox"/>
20	PARAMETER 1		<input checked="" type="checkbox"/>
30	PARAMETER 2		<input checked="" type="checkbox"/>
			<input type="checkbox"/>

Validation

Value Set:

Default Type:

Required Enable Security

Description:

Default Value:

Range:

Seq	Parameter	Description	Enabled
10	Effective Date		<input checked="" type="checkbox"/>
20	PARAMETER 1		<input checked="" type="checkbox"/>
30	PARAMETER 2		<input checked="" type="checkbox"/>
40	PARAMETER 3		<input checked="" type="checkbox"/>

Validation

Value Set:

Default Type:

Required Enable Security

Description:

Default Value:

Range:

Display

Seq	Parameter	Description	Enabled
40	PARAMETER 3		<input checked="" type="checkbox"/>
50	PARAMETER 4		<input checked="" type="checkbox"/>

Validation

Value Set:

Default Type:

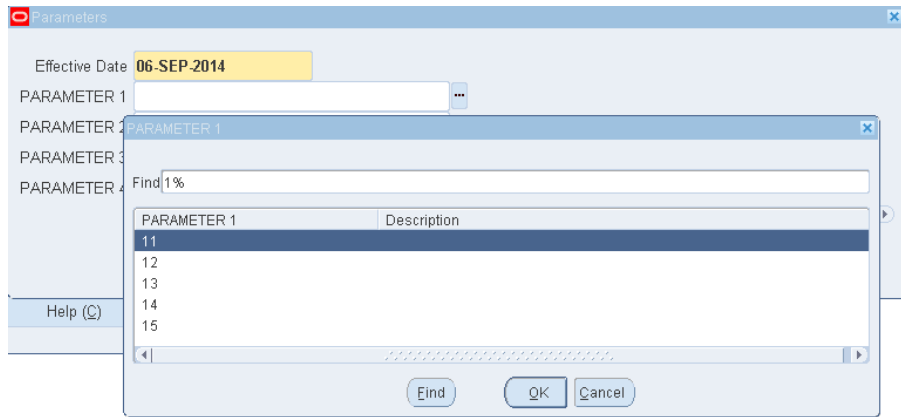
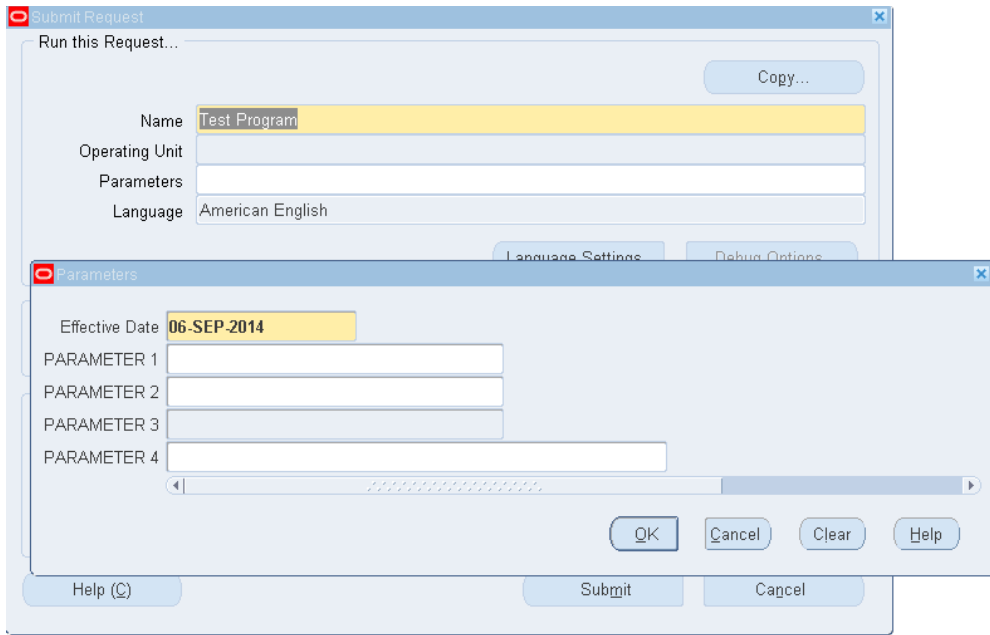
Required Enable Security

Description:

Default Value:

Range:

Display



Parameters

Effective Date **06-SEP-2014**

PARAMETER 1 **11**

PARAMETER 2

PARAMETER 3

PARAMETER 4

OK Cancel Clear Help

The dialog box contains four input fields. The first field, 'Effective Date', is highlighted in yellow and contains the text '06-SEP-2014'. The second field, 'PARAMETER 1', contains the text '11'. A red rectangular box is drawn around the 'Effective Date' and 'PARAMETER 1' fields. The other three fields are empty. At the bottom right, there are four buttons: 'OK', 'Cancel', 'Clear', and 'Help'.

Parameters

Effective Date **06-SEP-2014**

PARAMETER 1 **11**

PARAMETER 2 **SWEDEN**

PARAMETER 3

PARAMETER 4

OK Cancel Clear Help

The dialog box is similar to the first one, but the 'PARAMETER 2' field now contains the text 'SWEDEN'. The 'Effective Date' field remains '06-SEP-2014' and 'PARAMETER 1' remains '11'. The other fields are empty. The buttons at the bottom are 'OK', 'Cancel', 'Clear', and 'Help'.

Parameters

Effective Date **06-SEP-2014**

PARAMETER 1 **11**

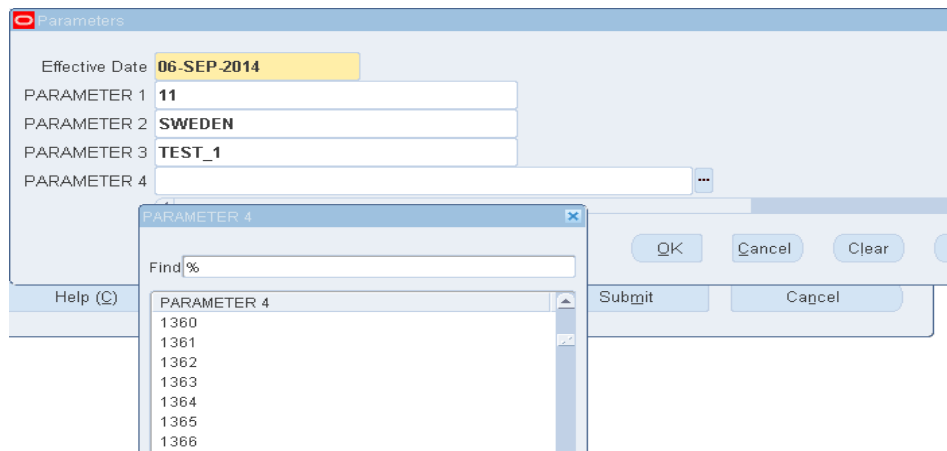
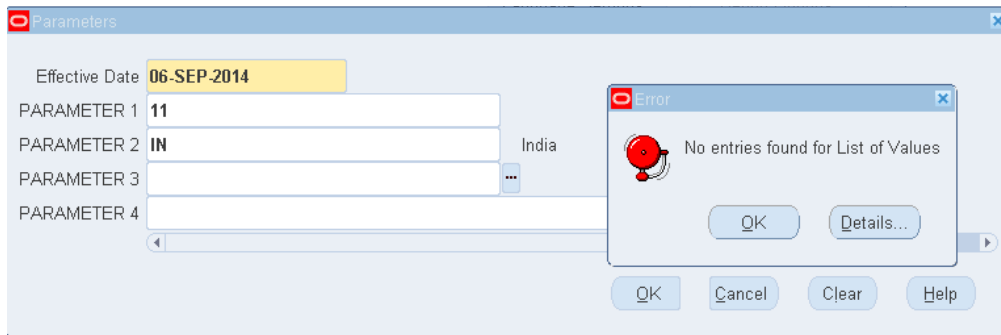
PARAMETER 2 **SWEDEN**

PARAMETER 3 **TEST_1**

PARAMETER 4

OK Cancel Clear Help

The dialog box is similar to the previous ones, but the 'PARAMETER 3' field now contains the text 'TEST_1'. The 'Effective Date' field remains '06-SEP-2014', 'PARAMETER 1' remains '11', and 'PARAMETER 2' remains 'SWEDEN'. The other fields are empty. The buttons at the bottom are 'OK', 'Cancel', 'Clear', and 'Help'.



Flexfields in Oracle Apps

Key flexfields

Key Flexfield Segments

Application Flexfield Title

Structures

Code	Title	Description	View Name

Freeze Flexfield Definition Enabled Segment Separator
 Cross-Validate Segments Freeze Rollup Groups Allow Dynamic Inserts

Key Flexfield Segments

Application Flexfield Title

Structures

Code	Title	Description	View Name
IB GRADE FLEXFIELD	GRADE FLEXFIELD		
001_GRADE_KFF	001_GRADE_KFF		
0031_GRDW	0031_GRDW		
0031_Grade	0031_Grade		
1129 grade ff	1129 grade ff		
11_grade_kff	11_grade_kff		
1_grade_kff	1_grade_kff		
300GRADE	300GRADE		

Freeze Flexfield Definition Enabled Segment Separator
 Cross-Validate Segments Freeze Rollup Groups Allow Dynamic Inserts

Ray Flexfield Segments

Application: Human Resources Flexfield Title: Grade Flexfield

Structures

Code	Title	Description	View Name
TEST_GRADE	TEST_GRADE		

Freeze Flexfield Definition Enabled Segment Separator: Period (.)
 Cross-Validate Segments Freeze Rollup Groups Allow Dynamic Inserts

Segments Summary (Grade Flexfield) - TEST_GRADE

Number	Name	Window Prompt	Column	Value Set	Enabled	Displayed
1	Department Name	Department Name	SEGMENT1		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Grade Name	Grade Name	SEGMENT2		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>

Value Sets

Value Set Name: TEST_DEPT Usages

Description: Department Name

List Type: List of Values Security Type: No Security

Format Validation

Format Type: Char Maximum Size: 60 Precision:

Numbers Only (0-9)
 Uppercase Only (A-Z)
 Right-justify and Zero-fill Numbers (0001)

Min Value: Max Value:

Value Validation

Validation Type: Independent Edit Information

Value Sets

Value Set Name: TEST_GRADE Usages

Description: Grade Name

List Type: List of Values Security Type: No Security

Format Validation

Format Type: Number Maximum Size: 3 Precision: 0

Numbers Only (0-9)
 Uppercase Only (A-Z)
 Right-justify and Zero-fill Numbers (0001)

Min Value: Max Value:

Value Validation

Validation Type: Independent Edit Information

Segments (Grade Flexfield) - TEST_GRADE

Name: Department Name
 Column: SEGMENT1
 Description:
 Number: 1

Enabled
 Displayed
 Indexed

Validation

Value Set: TEST_DEPT
 Description: Department Name
 Default Type:
 Default Value:
 Required
 Security Enabled
 Range:

Sizes

Display Size: 25
 Description Size: 50
 Concatenated Description Size: 25

Prompts

List Of Values: Grade Name
 Window: Department Name

Value Set Flexfield Qualifiers

Segments (Grade Flexfield) - TEST_GRADE

Name: Grade Name
 Column: SEGMENT2
 Description:
 Number: 2

Enabled
 Displayed
 Indexed

Validation

Value Set: TEST_GRADE
 Description: Grade Name
 Default Type:
 Default Value:
 Required
 Security Enabled
 Range:

Sizes

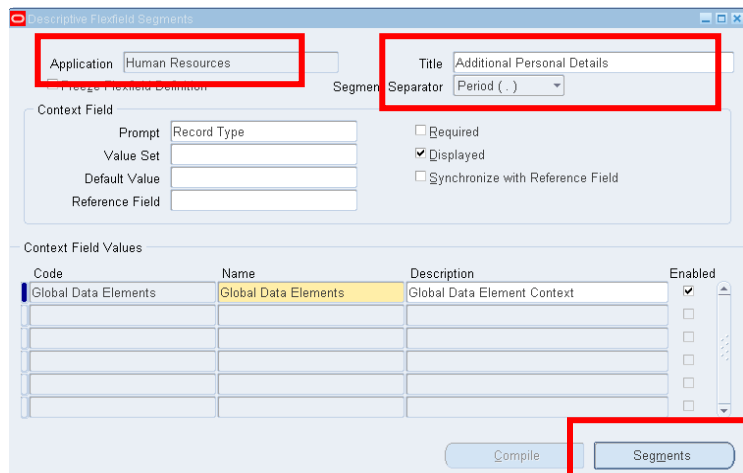
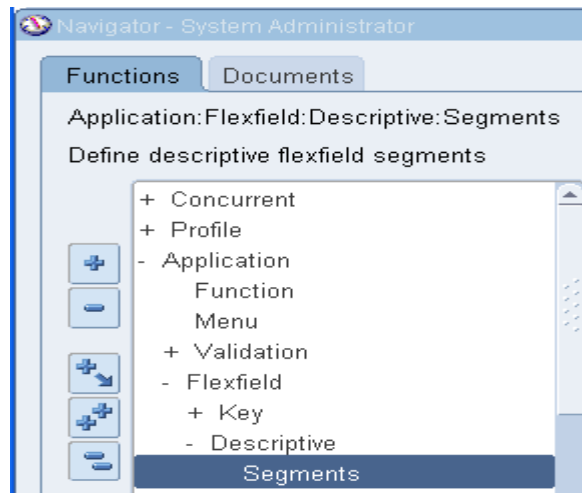
Display Size: 3
 Description Size: 50
 Concatenated Description Size: 25

Prompts

List Of Values: Grade Name
 Window: Grade Name

Value Set Flexfield Qualifiers

Descriptive flexfields



Value Sets

Value Set Name:

Description:

List Type: Security Type:

Format Validation

Format Type: Maximum Size: Precision:

Numbers Only (0-9)

Uppercase Only (A-Z)

Right-justify and Zero-fill Numbers (0001)

Min Value: Max Value:

Value Validation

Validation Type:

Validation Table Information

Table Application: Table Name:

Allow Parent Values

Table Columns

	Name	Type	Size
Value	<input type="text" value="MEANING"/>	<input type="text" value="Varchar2"/>	<input type="text" value="20"/>
Meaning	<input type="text"/>	<input type="text"/>	<input type="text"/>
ID	<input type="text" value="LOOKUP_CODE"/>	<input type="text" value="Varchar2"/>	<input type="text" value="30"/>

Where/Order By:

Additional Columns:

Descriptive Flexfield Segments

Application: Title:

Freeze Flexfield Definition Segment Separator:

Context Field

Prompt: Required

Value Set:

Default Value: Displayed

Reference Field: Synchronize with Reference Field

Context Field Values

Code	Name	Description	Enabled
Global Data Elements	Global Data Elements	Global Data Element Context	<input checked="" type="checkbox"/>
EMPLOYEE	Employee		<input checked="" type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

Segments Summary (Additional Personal Details) - EMPLOYEE

Number	Name	Window Prompt	Column	Value Set	Displayed	Enabled
10	Old Employee Number	Old Employee Number	ATTRIBUTE1	10/Number	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>

Segments (Additional Personal Details) - EMPLOYEE

Name Description Enabled

Column Number Displayed

Validation

Value Set Description Security Enabled

Default Type Default Value Range

Required

Sizes

Display Size

Description Size

Concatenated Description Size

Prompts

List of Values

Window

Value Sets

Value Set Name

Description

List Type Security Type

Format Validation

Format Type Maximum Size Precision

Numbers Only (0-9)

Uppercase Only (A-Z)

Right-justify and Zero-fill Numbers (0001)

Min Value Max Value

Value Validation

Validation Type

Descriptive Flexfield Segments

Application: Human Resources Title: Additional Personal Details

Freeze Flexfield Definition Segment Separator: Period (.)

Context Field

Prompt: Record Type Required

Value Set: Displayed

Default Value: Synchronize with Reference Field

Reference Field:

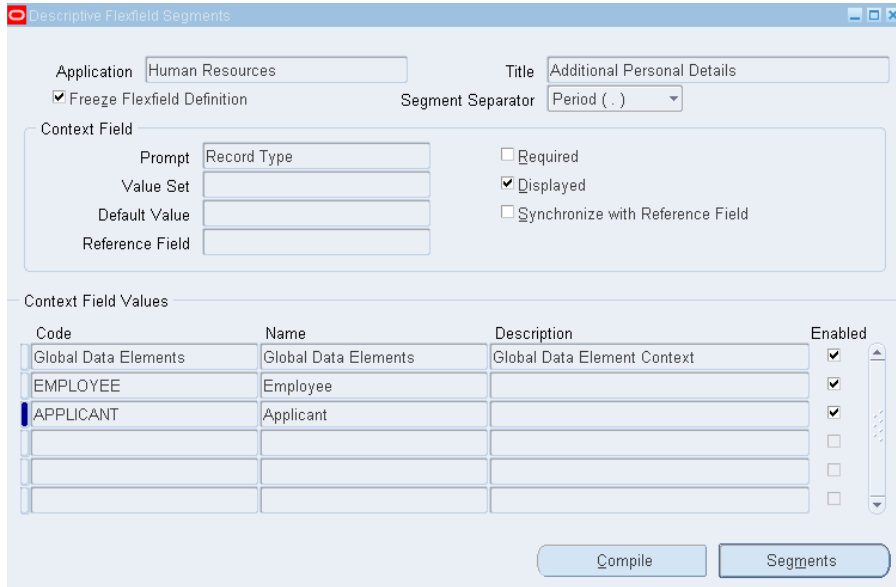
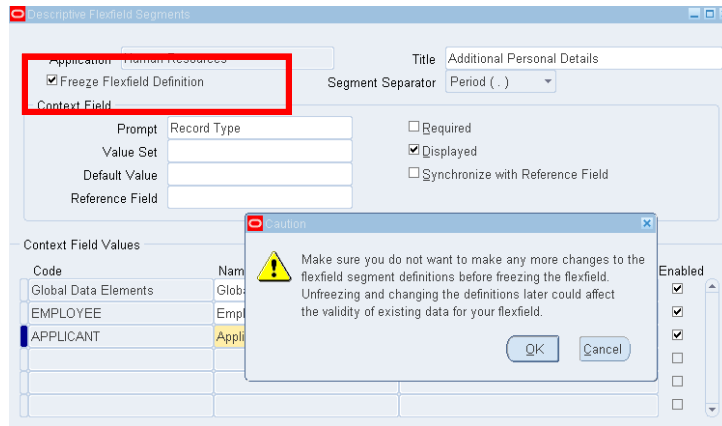
Context Field Values

Code	Name	Description	Enabled
Global Data Elements	Global Data Elements	Global Data Element Context	<input checked="" type="checkbox"/>
EMPLOYEE	Employee		<input checked="" type="checkbox"/>
APPLICANT	Applicant		<input checked="" type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

Compile Segments

Segments Summary (Additional Personal Details) - Applicant

Number	Name	Window Prompt	Column	Value Set	Enabled	Displayed
10	Current Employer	Current Employer	ATTRIBUTE11		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>



Application: Human Resources Title: Additional Personal D

Freeze Flexfield Definition Segment Separator: Period (.)

Context Field

Prompt: Record Type Required

Value Set Displayed

Default Value Synchronize with Reference Field

Reference Field

Context Field Values

Code	Name	
Global Data Elements	Global Data	nt Context
EMPLOYEE	Employee	
APPLICANT	Applicant	

Note

Compiling flexfield definition.

OK

Displayed

Synchronize with Reference Field

Name

Global Data
Employee
Applicant

Note

The flexfield was compiled successfully.
Submitted request to generate flexfield view PER_ALL_PEOPLE_F_DfV

OK

Value Sets

Value Set Name: TEST_LANGUAGE_KNOWN Usages

Description: Languages known

List Type: List of Values Security Type: No Security

Format Validation

Format Type: Char Maximum Size: 50 Precision:

Numbers Only (0-9)

Uppercase Only (A-Z)

Right-justify and Zero-fill Numbers (0001)

Min Value: Max Value:

Value Validation

Validation Type: Independent Edit Information

Value Sets

Value Set Name: TEST_FLUENCY Usages

Description: Fluency of the language known

List Type: List of Values Security Type: No Security

Format Validation

Format Type: Char Maximum Size: 20 Precision:

Numbers Only (0-9)

Uppercase Only (A-Z)

Right-justify and Zero-fill Numbers (0001)

Min Value: Max Value:

Value Validation

Validation Type: Independent Edit Information

Segment Values

Value Set
 Key Flexfield
 Descriptive Flexfield
 Concurrent Program

Name: TEST_LANGUAGE_KNOW Languages known

Dependent Value Set:

Independent Value:

Values (TEST_LANGUAGE_KNOW)

Values, Effective Values, Hierarchy, Qualifiers

Value	Translated Value	Description	Enabled	From		To	
English	English	English	<input checked="" type="checkbox"/>				
French	French	French	<input checked="" type="checkbox"/>				
Russian	Russian	Russian	<input checked="" type="checkbox"/>				
Arabic	Arabic	Arabic	<input checked="" type="checkbox"/>				
Spanish	Spanish	Spanish	<input checked="" type="checkbox"/>				
			<input type="checkbox"/>				
			<input type="checkbox"/>				

Define Child Ranges Move Child Ranges View Hierarchies

Segment Values

Value Set
 Key Flexfield
 Descriptive Flexfield
 Concurrent Program

Name: TEST_FLUENCY Fluency of the language known

Dependent Value Set:

Independent Value:

Values (TEST_FLUENCY)

Values, Effective Values, Hierarchy, Qualifiers

Value	Translated Value	Description	Enabled	From		To	
Read	Read	Read	<input checked="" type="checkbox"/>				
Write	Write	Write	<input checked="" type="checkbox"/>				
Speak	Speak	Speak	<input checked="" type="checkbox"/>				
			<input type="checkbox"/>				
			<input type="checkbox"/>				
			<input type="checkbox"/>				

Define Child Ranges Move Child Ranges View Hierarchies

Key Flexfield Segments

Application Flexfield Title

Structures

Code	Title	Description	View Name

Freeze Flexfield Definition Enabled Segment Separator
 Cross-Validate Segments Freeze Rollup Groups Allow Dynamic Inserts

Compile Segments

Key Flexfield Segments

Application Flexfield Title

Structures

Code	Title	Description	View Name

Freeze Flexfield Definition Enabled Segment Separator
 Cross-Validate Segments Freeze Rollup Groups Allow Dynamic Inserts

Compile Segments

Key Flexfield Segments

Application: Human Resources Flexfield Title: Personal Analysis Flexfield

Structures

Code	Title	Description	View Name
TEST_LANG_KNOWN	Languages Known	Languages Known	

Freeze Flexfield Definition Enabled Segment Separator: Period (.)
 Cross-Validate Segments Freeze Rollup Groups Allow Dynamic Inserts

Compile Segments

Segments Summary (Personal Analysis Flexfield) - Languages Known

Number	Name	Window Prompt	Column	Value Set	Enabled	Displayed
10	Language	Language	SEGMENT1	TEST_LANGUAGE_KNOW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
20	Fluency	Fluency	SEGMENT2	TEST_FLUENCY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>

Value Set Flexfield Qualifiers New Open

Segments (Personal Analysis Flexfield) - Languages Known

Name: Language
 Column: SEGMENT1
 Description:
 Number: 10

Enabled
 Displayed
 Indexed

Validation

Value Set: TEST_LANGUAGE_KNOWN
 Description: Languages known
 Default Type:
 Required
 Security Enabled
 Range:

Sizes

Display Size: 25
 Description Size: 50
 Concatenated Description Size: 25

Prompts

List Of Values: Language
 Window: Language

Value Set Flexfield Qualifiers

Segments (Personal Analysis Flexfield) - Languages Known

Name: Fluency
 Column: SEGMENT2
 Description:
 Number: 20

Enabled
 Displayed
 Indexed

Validation

Value Set: TEST_FLUENCY
 Description: Fluency of the language known
 Default Type:
 Required
 Security Enabled
 Range:

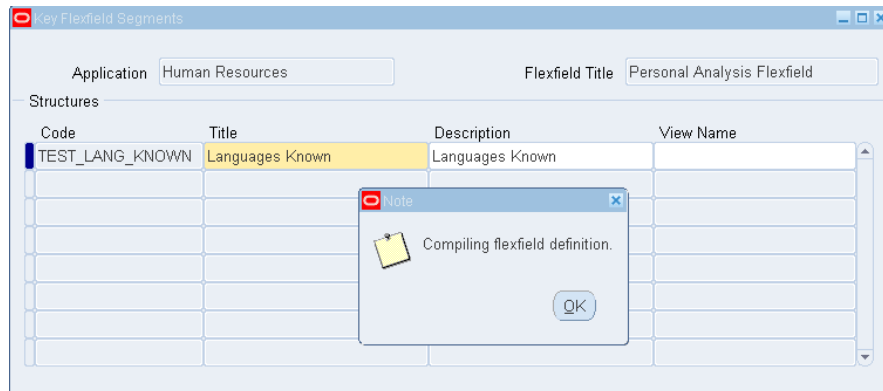
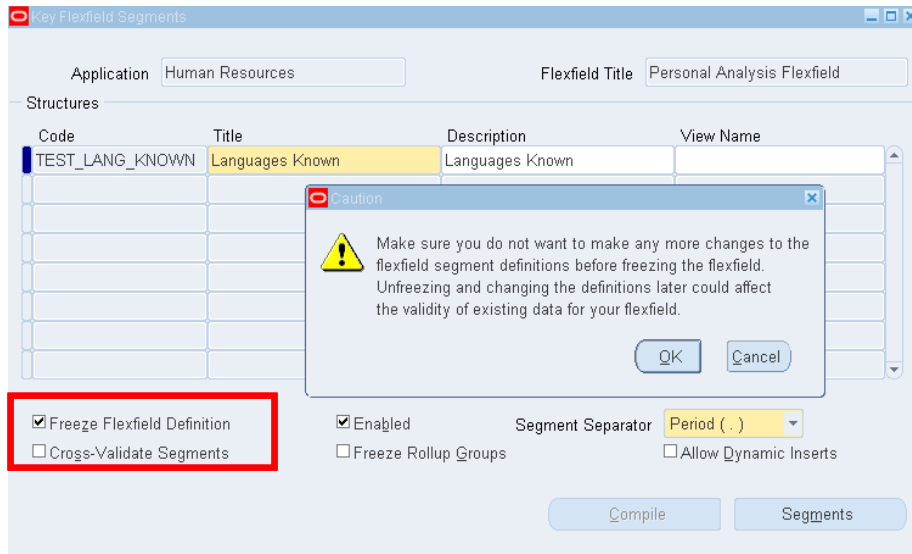
Sizes

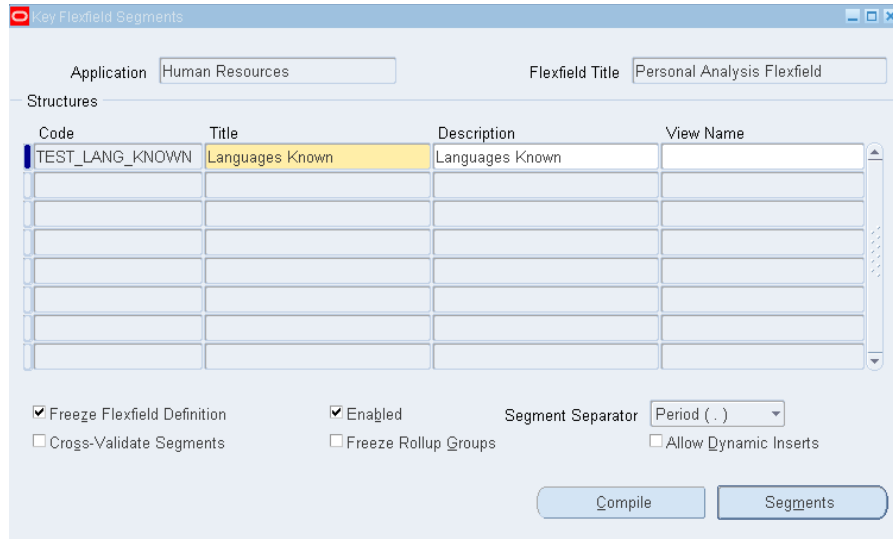
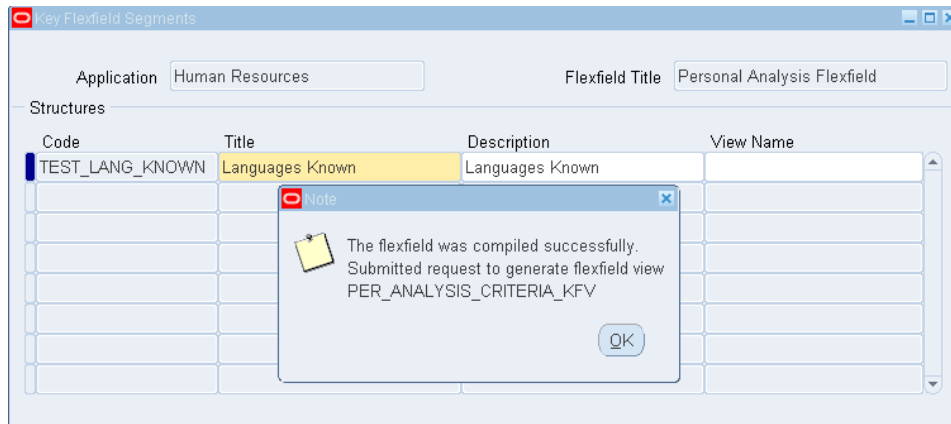
Display Size: 20
 Description Size: 50
 Concatenated Description Size: 25

Prompts

List Of Values: Fluency
 Window: Fluency

Value Set Flexfield Qualifiers





Special Information Types

Name	Job	Position	Other	OSHA	ADA	OTA	Enabled
Langauges Known	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Special Information Types

Name	Job	Position	Other	OSHA	ADA	OTA	Enabled
Langauges Known	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Information

Name	Exists
Languages Known	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

Details

Start Date	End Date	Detail
01-JAN-2014		

4259

her Benefits

o Languages Known x

Language

Fluency

OK Cancel Clear Help

o Languages Known x

Language

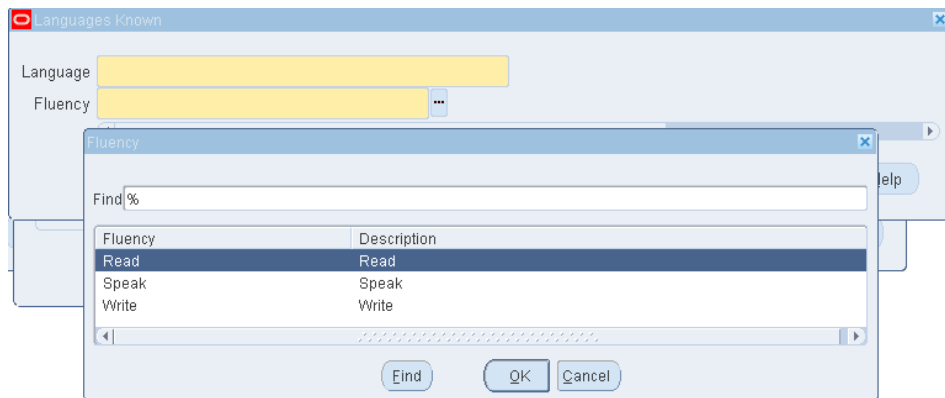
Fluency

Language

Find %

Language	Description
Arabic	Arabic
English	English
French	French
Russian	Russian
Spanish	Spanish

Find OK Cancel



4

Business Group, Organization, and Locations

Representing your enterprise

The image shows a screenshot of a software application window titled "Organization". The main window has a light gray background and contains several input fields and buttons. At the top, there are two text input fields labeled "Name" and "Type". Below these, there is a "Data" section with a "Find Organization" dialog box overlaid on it. The dialog box has a title bar with a red icon and the text "Find Organization". It contains three text input fields labeled "Name", "Type", and "Location". Below these is a section labeled "Organization Classification" with a text input field labeled "Name" and three radio buttons: "Enabled", "Disabled", and "Either" (which is selected). At the bottom of the dialog box are three buttons: "Clear", "New (A)", and "Find (F)". Below the dialog box, there is a "Org" section with a vertical scrollbar and a "Others" button. The main window also has a "Date" section with a text input field and a "Date" label.

Organization

Name Type

Dates From To

Location Internal or External

Location Address

Internal Address []

Organization Classifications

Name	Enabled
<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="checkbox"/>

Prerequisites for all organizations

Organization

Name Type

Dates From To

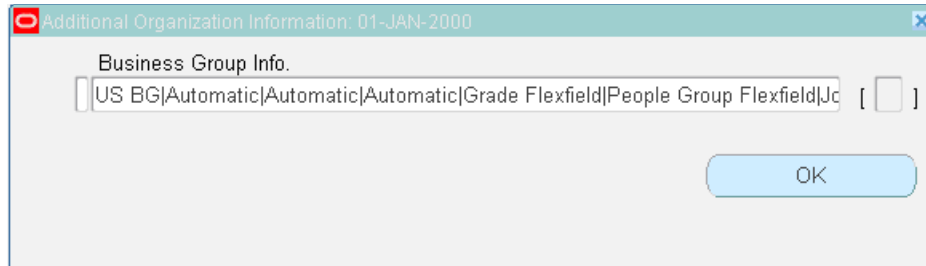
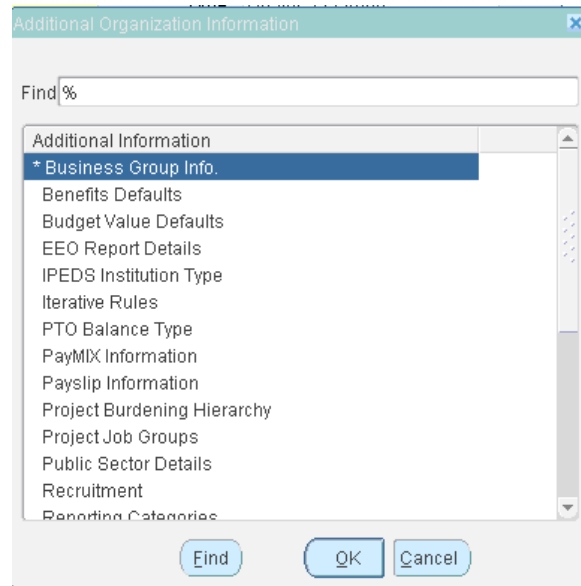
Location Internal or External

Location Address

Internal Address []

Organization Classifications

Name	Enabled
<input type="text" value="Business Group"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="checkbox"/>



Entering business group information

Creating an organization

Organization: 01-JAN-2014

Name: West Regional Office Type: Regional Office

Dates: From: 01-JAN-2014 To: []

Location: [] Internal or External: Internal

Location Address: []

Internal Address: [] []

Organization Classifications

Name	Enabled
HR Organization	<input checked="" type="checkbox"/>
[]	<input type="checkbox"/>
[]	<input type="checkbox"/>

Others

Organization: 01-JAN-2014

Name: Washington Unit Type: Product Line

Dates: From: 01-JAN-2014 To: []

Location: Washington Location Internal or External: Internal

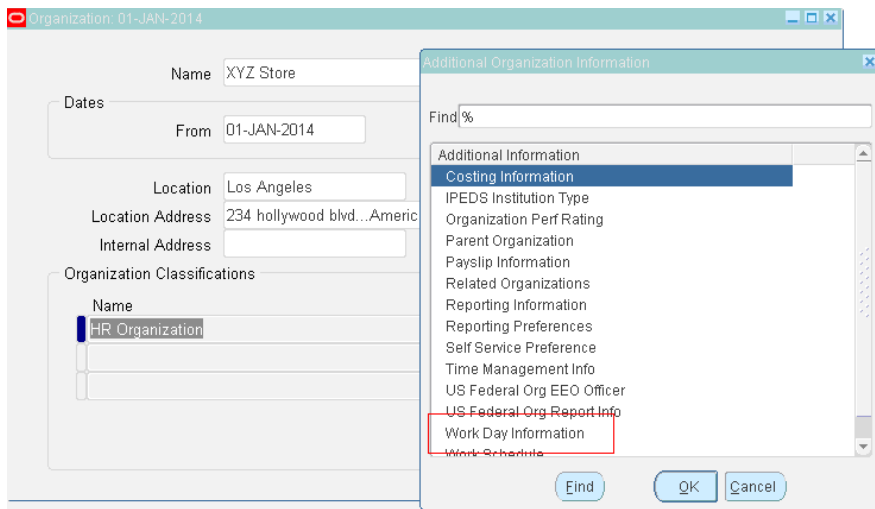
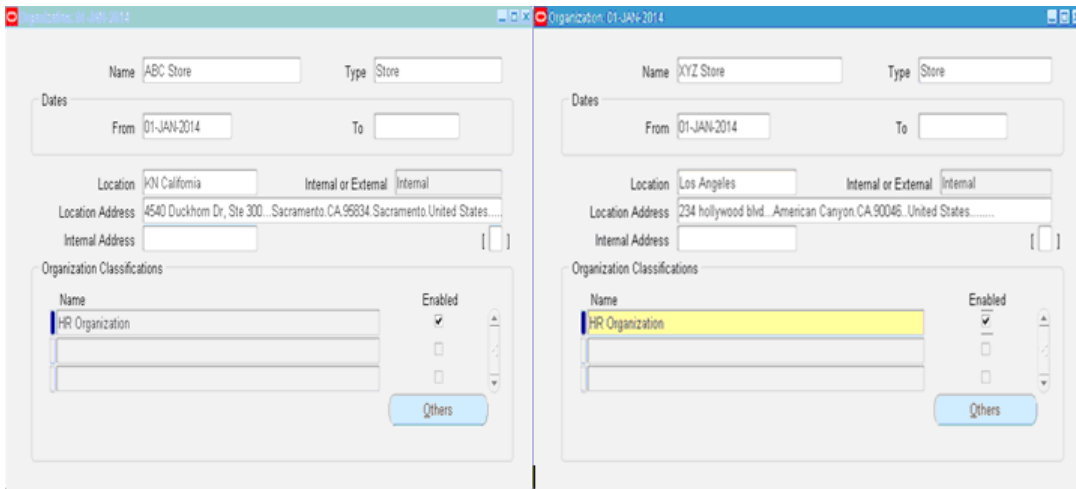
Location Address: 1600 Pennsylvania Ave NW... Washington, DC, 20500, Dist Of Columbia, United State

Internal Address: [] []

Organization Classifications

Name	Enabled
HR Organization	<input checked="" type="checkbox"/>
[]	<input type="checkbox"/>
[]	<input type="checkbox"/>

Others



Work Day Information

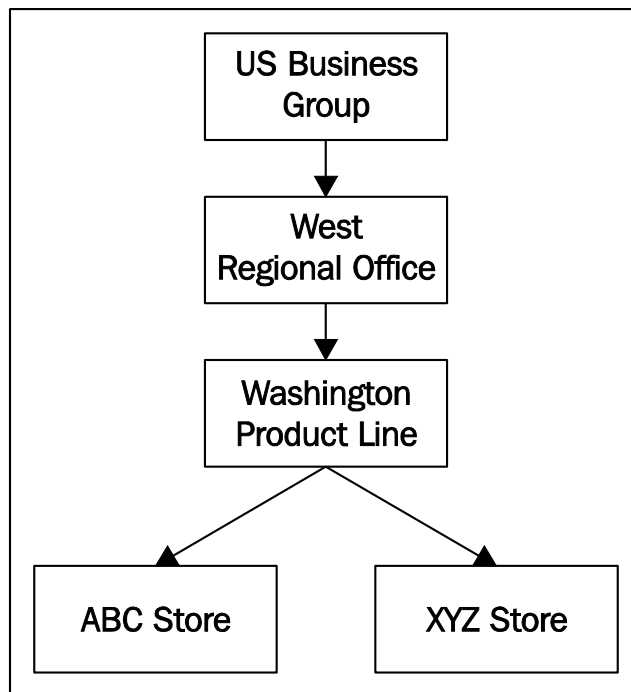
Normal Start Time

Normal End Time

Working Hours

Frequency

Introduction to organization hierarchy



Organization Hierarchy: 01-JAN-2014

Name Primary Position Control

Version
 Number Date From Date To

Top Node Position Control Enabled

Organization
 Name Exists in Hierarchy Number of Subordinates

Name	Number of Subordinates	Position Control Enabled	Down
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Down"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Down"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Down"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Down"/>

Setting up a new organization hierarchy

Subordinates			
Name	Number of Subordinates	Position Control Enabled	Down
<input type="text" value="West Regional Office"/>	<input type="text" value="0"/>	<input type="text"/>	<input type="button" value="Down"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Down"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Down"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Down"/>

Organization

Name

Exists in Hierarchy Number of Subordinates

Subordinates

Name	Number of Subordinates	Position Control Enabled	Down
ABC Store	0	<input type="text"/>	<input type="button" value="Down"/>
XYZ Store	0	<input type="text"/>	<input type="button" value="Down"/>
			<input type="button" value="Down"/>
			<input type="button" value="Down"/>

Organization Hierarchy: 01-JAN-2014

Name Primary []

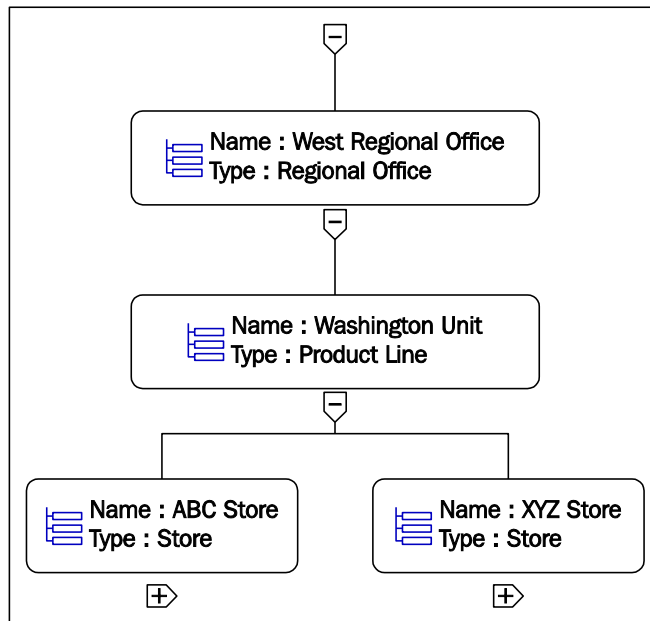
Position Control

Version

Number Date From

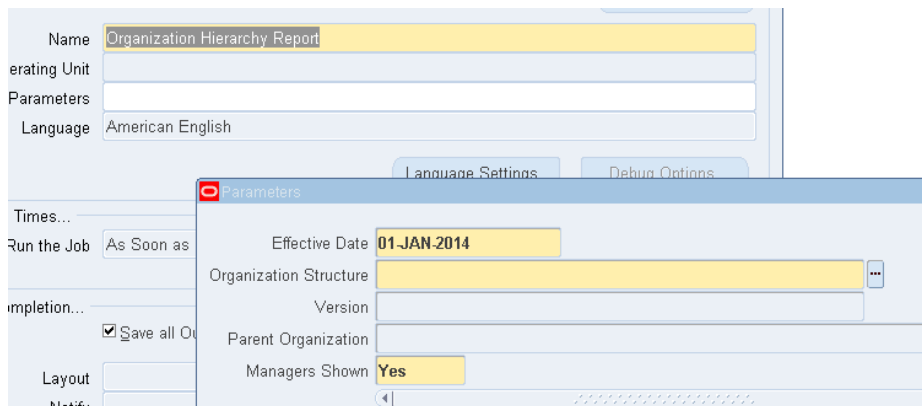
Date To

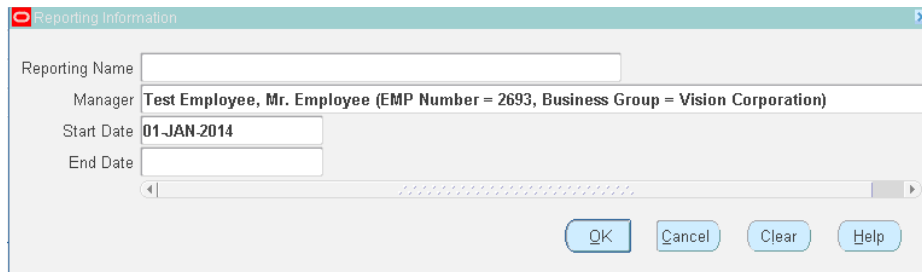
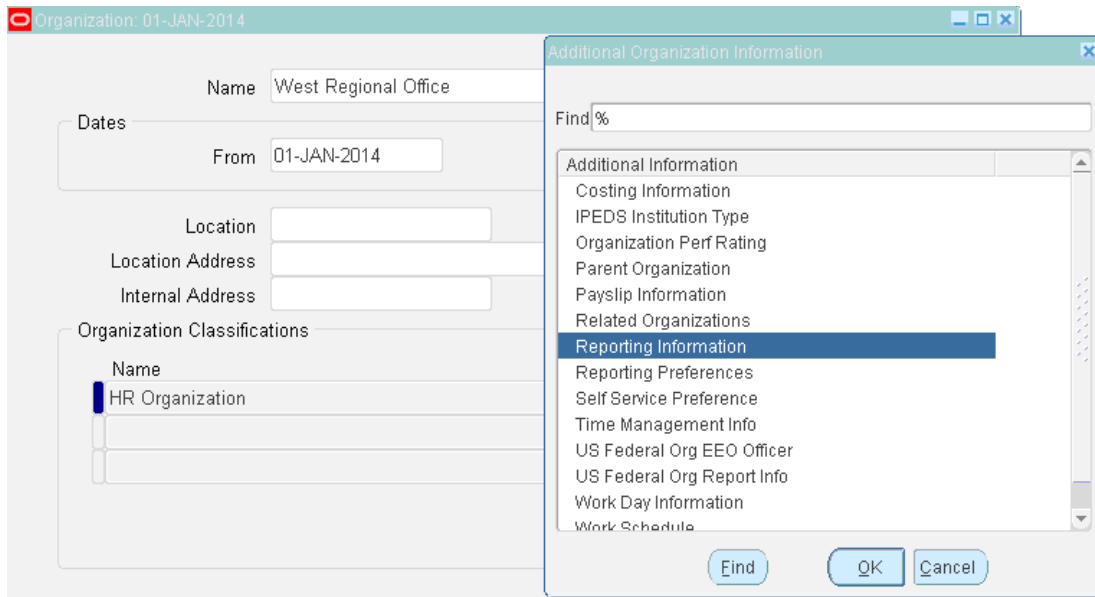
Top Node Position Control Enabled

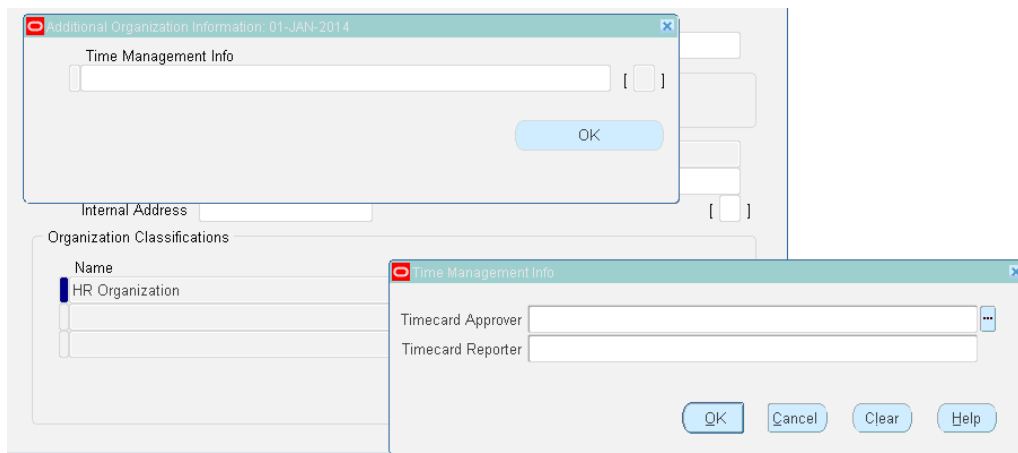
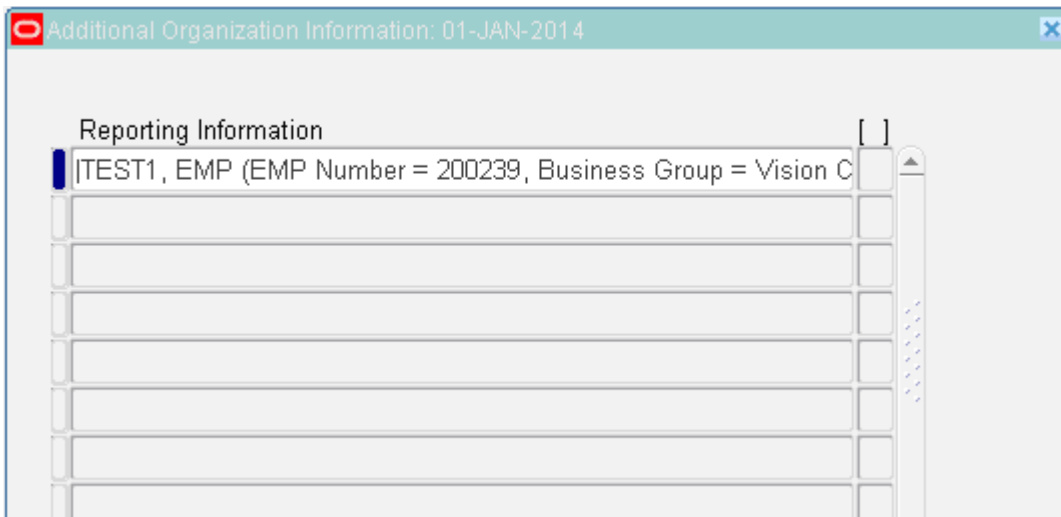


Changing the organization hierarchy

The organization hierarchy report







Deleting an organization

Organization

Name: XYZ Store

Type: Store

Dates

From: 01-JAN-2014

To:

Defining a location in Oracle apps

Location: 01-JAN-2014

Scope

Global Local

Name: Washington DC

Description:

Inactive Date:

Legal Address:

Address Details Shipping Details Other Details

Address Style: United States

Address:

Timezone:

[]

Extra Inform...

Location Address

Address Line 1	Street 123
Address Line 2	Park Lane
Address Line 3	6th Lane
City	Washington
State	WA Washington
Zip Code	00007
County	
Country	United States
Telephone	9898989898
Fax	
Sales Tax Override	
Inside City Limits	

Address Details | Shipping Details | Other Details

Address Style	United States
Address	Street 123.Park Lane.6th Lane.Washington.WA.00007..U
Timezone	Central Time

Location: 01-JAN-2014

Scope
 Global Local

Name Washington DC

Description

Inactive Date Legal Address

Address Details Shipping Details Other Details

Contact

Ship-To Location Washington DC

Ship-To Site Bill-To Site
 Receiving Site Internal Site
 Office Site

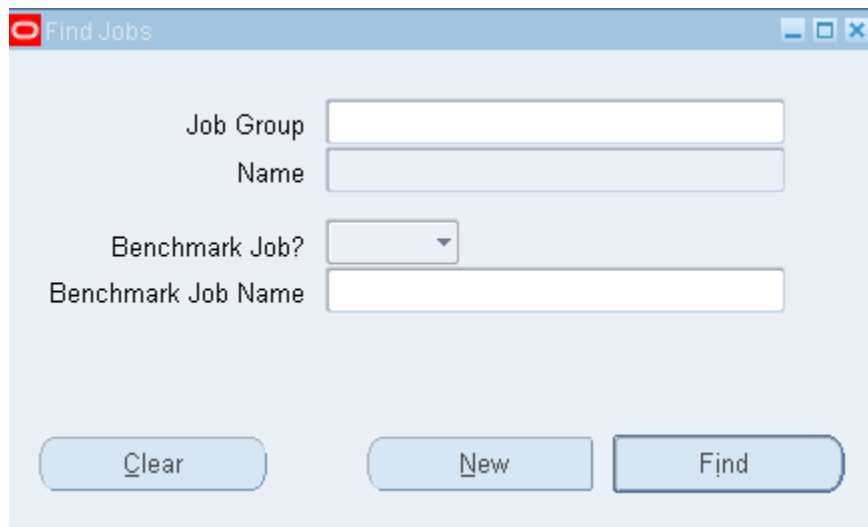
[]

5

Job, Positions, Pay Grade, and Payroll

Job and position overview

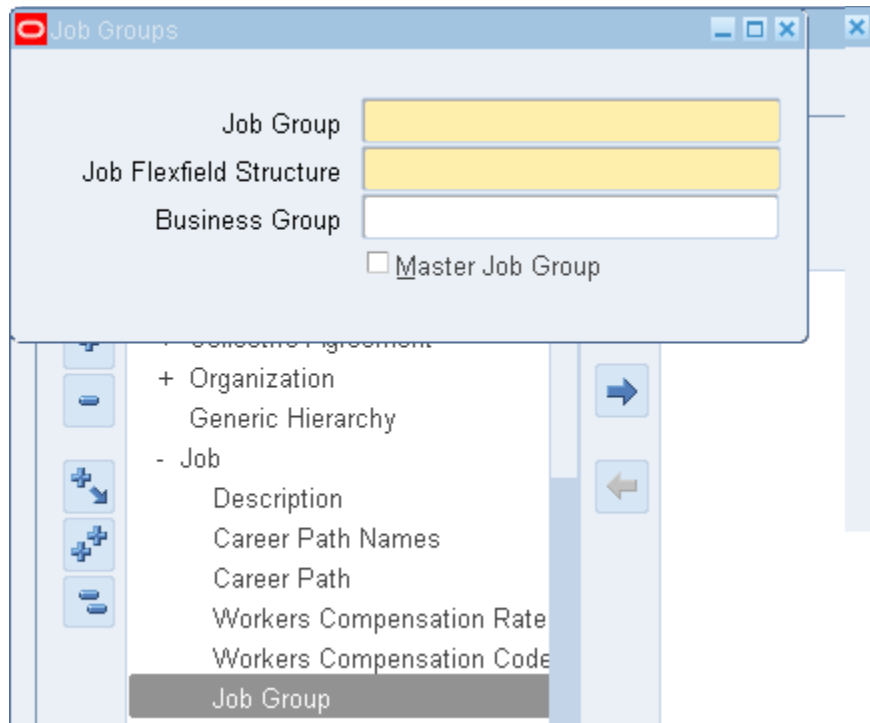
Defining a job



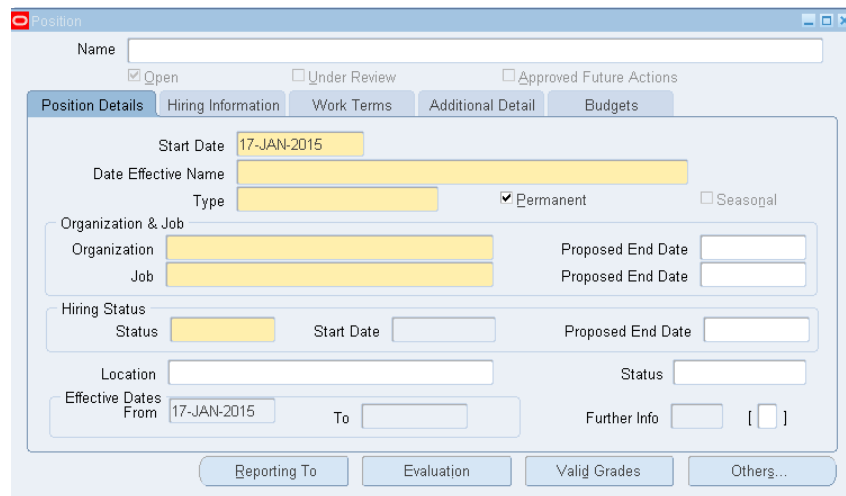
The screenshot shows a window titled "Find Jobs" with a light blue background. It contains the following fields and buttons:

- Job Group Name:** A text input field.
- Name:** A text input field.
- Benchmark Job?:** A dropdown menu.
- Benchmark Job Name:** A text input field.
- Buttons:** Three buttons labeled "Clear", "New", and "Find" are located at the bottom of the window.

Creating a job group



Creating a job



Defining position

The screenshot shows a window titled "Position" with a form for defining a position. The form includes the following fields and options:

- Name: [Empty text box]
- Options: Open, Under Review, Approved Future Actions
- Position Details tab is selected.
- Start Date: 17-JAN-2015
- Date Effective Name: [Empty text box]
- Type: [Empty dropdown], Permanent, Seasonal
- Organization & Job:
 - Organization: [Empty text box]
 - Job: [Empty text box]
 - Proposed End Date: [Empty text box]
 - Proposed End Date: [Empty text box]
- Hiring Status:
 - Status: [Empty dropdown]
 - Start Date: [Empty text box]
 - Proposed End Date: [Empty text box]
- Location: [Empty text box], Status: [Empty text box]
- Effective Dates: From 17-JAN-2015, To [Empty text box], Further Info: [Empty text box] []
- Buttons: Reporting To, Evaluation, Valid Grades, Others...

The screenshot shows a window titled "Position: 01-JAN-2014" with a form for defining a position. The form includes the following fields and options:

- Name: 1.Senior IT Manager
- Options: Open, Under Review, Approved Future Actions
- Position Details tab is selected.
- Start Date: 01-JAN-2014
- Date Effective Name: 1.Senior IT Manager
- Type: Shared, Permanent, Seasonal
- Organization & Job:
 - Organization: US Sales South
 - Job: MANAGR.
 - Proposed End Date: [Empty text box]
 - Proposed End Date: [Empty text box]
- Hiring Status:
 - Status: Active
 - Start Date: 01-JAN-2014
 - Proposed End Date: [Empty text box]
- Location: D2- Miami, Status: [Empty text box]
- Effective Dates: From 01-JAN-2014, To [Empty text box], Further Info: [Empty text box] []
- Buttons: Reporting To, Evaluation, Valid Grades, Others...

Position Hierarchy: 01-JAN-2014

Name Primary []

Version

Number Date From Date To

Position

Name

Holder Worker Number

Worker Type Number of Subordinates

Exists In Hierarchy

Subordinates

Name	Holders	Number	Number of Subordinates	Down

Defining payroll

Payroll Period Types	Periods per Year
Year	1
Semi-Year	2
Quarter	4
Bi-Month	6
Calendar Month	12
Lunar Month	13
Semi-Month	24
Bi-Week	26
Week	52

Organizational Payment Method: 01-JAN-2014

Name Type

Currency Third Party Payment

Source Bank Costing General Ledger Cash Management Other

Country

Bank Details

Effective Dates
From To

Payroll: 01-JAN-2014

Name Period Type

First Period End Date Number of Years

Date Offset
Check Scheduled Run Cut Off Payslip

Default
Payment Method
Consolidation Set

Costing
Costing
Suspense Account

Effective Dates
From To

Negative Payment Allowed

Multiple Assignments

Further Payroll Information []

Payroll: 01-JAN-2014

Name: Period Type:
 First Period End Date: Number of Years:

Date Offset

Check: Scheduled Run: Cut Off: Payslip:

Default

Payment Method:
 Consolidation Set:

Costing

Costing:
 Suspense Account:

Effective Dates

From: To:

Negative Payment Allowed []
 Multiple Assignments

Further Payroll Information [...]

Salary Basis: 01-JAN-2014

Name: Basis:
 Pay Annualization Factor:

Element

Name: Input Value Name:

Grade Rate: Grade Rate Basis:
 Grade Annualization Factor:

Start Date: End Date: []

Salary Basis: 01-JAN-2014

Name Basis

Pay Annualization Factor

Element

Name Input Value Name

Grade Rate Grade Rate Basis

Grade Annualization Factor

Start Date End Date []

7

Entering Assignment Information

Components of an assignment

The screenshot shows a software window titled "Assignment(Test010114, Mr. TestApps)". The form is divided into several sections:

- Organization:** Vision Corporation (highlighted)
- Group:** (empty)
- Job:** (empty)
- Position:** (empty)
- Grade:** (empty)
- Payroll:** (empty)
- Location:** HR- New York
- Status:** Active Assignment (highlighted)
- Vacancy:** (empty)
- Assignment Number:** 10160 (highlighted)
- Collective Agreement:** (empty)
- Assignment Category:** (empty)
- Employee Category:** (empty)

Below these fields are several tabs: "Salary Information" (selected), "Supervisor", "Probation & Notice Period", "Standard Conditions", and "Statutory Information".

The "Salary Information" section includes:

- Salary Basis:** (empty)
- Review Salary:** Every [] []
- Review Performance:** Every [] []

The "Effective Dates" section includes:

- From:** 01-JAN-2014
- To:** [] [] []

At the bottom, there are buttons for "Salary", "Entries", "Tax Info", and "Others..."

Assignment(Test010114, Mr. Test(Apps))

Organization: Vision Corporation
 Job:
 Grade:
 Location: HR- New York
 Group:
 Position:
 Payroll:
 Status: Active Assignment
 Vacancy:
 Assignment Number: 10160
 Assignment Category:
 Collective Agreement:
 Employee Category:
 Salary Information | Supervisor | Probation & Notice Period | Standard Conditions | Statutory Information

Salary Basis:
 Review Salary: Every
 Review Performance: Every
 Effective Dates: From 01-JAN-2014 To
 Salary | Entries | Tax Info | Others...

Salary Information | Supervisor | Probation & Notice Period | Standard Conditions | Statutory Information

Name:
 Worker Number:
 Assignment Number:

Salary Information | Supervisor | Probation & Notice Period | Standard Conditions | Statutory Information

Probation Period: Length 3 Units Months End Date 31-MAR-2014
 Notice Period: Length 1 Units Months

Salary Information Supervisor Probation & Notice Period Standard Conditions Statutory Information

Salary Basis

Review Salary Every

Review Performance Every

Defining assignment statuses

Assignment Statuses

User Status	External Status	System Status			Type	Active	Default
		Human Resources	Payroll				
Active Assignment	Active Assignment	Active Assignment	Process		Primary	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Maternity Leave		Active Assignment	Process		Primary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Promotion		Active Assignment	Process		Primary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Reorganization		Active Assignment	Process		Primary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Transfer		Active Assignment	Process		Primary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Reduced Hours		Active Assignment	Process		Primary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Involuntary Separation		Active Assignment	Process		Primary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Voluntary Separation		Active Assignment	Process		Primary	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Assignment Statuses

User Status	External Status	System Status			Type	Active	Default
		Human Resources	Payroll				
Maternity Leave		Active Assignment	Process		Primary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>

Assignment Statuses

User Status	External Status	System Status			Type	Active	Default
		Human Resources	Payroll				
Maternity New Birth					Secondary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>

Changing assignment information

Standard Conditions	Statutory Information	Miscellaneous	Special Ceiling	Project Information	Grade Ladder
Internal Address	<input type="text"/>	<input checked="" type="checkbox"/> Primary			
Reason	<input type="text"/>	<input type="checkbox"/> Manager			
Projected Assignment End	<input type="text"/>				

Salary-related information

Salary Add New Salary

Employee Name: Test010114, Mr. TestApps	Employee Number: 10160	Grade Salary Limits Grade: P.3. Grade Details as of Step: 04-Mar-2015 Grade Ladder: Currency: USD Salary Range: Midpoint: Comparison: Quartile: Range Position:																
Manager:	Assignment Number: 10160																	
Organization: HR Dept	Job: HR009.HR Consultant																	
Assignment Category:	FTE: 1 (40 Hours/Week)	Salary Basis Details Salary Basis: Test Salary Basis Pay Basis: Monthly Salary Currency: USD Bases/Year: 12 Element Name: Test Salary Input Value: Amount																
USD = US dollar Effective Date 04-Mar-2015																		
Current Salary <table border="0" style="width: 100%;"> <tr> <td>From Salary</td> <td>To Status</td> </tr> <tr> <td>Change Amount</td> <td>Reason for Change</td> </tr> <tr> <td>Change %</td> <td>Next Salary Review</td> </tr> <tr> <td>Annualized Salary</td> <td>Ranking</td> </tr> <tr> <td>Full Time Annualized Salary</td> <td>Performance Review</td> </tr> <tr> <td>FTE Factor</td> <td>Performance Rating</td> </tr> <tr> <td>Annual Salary in Alt. Currency</td> <td></td> </tr> <tr> <td>Last Period Processed</td> <td></td> </tr> </table>			From Salary	To Status	Change Amount	Reason for Change	Change %	Next Salary Review	Annualized Salary	Ranking	Full Time Annualized Salary	Performance Review	FTE Factor	Performance Rating	Annual Salary in Alt. Currency		Last Period Processed	
From Salary	To Status																	
Change Amount	Reason for Change																	
Change %	Next Salary Review																	
Annualized Salary	Ranking																	
Full Time Annualized Salary	Performance Review																	
FTE Factor	Performance Rating																	
Annual Salary in Alt. Currency																		
Last Period Processed																		
<table border="0" style="width: 100%;"> <tr> <td>Salary History</td> <td>Peer Averages</td> <td>Peer Comparison</td> <td>Salary Market Data</td> </tr> </table>			Salary History	Peer Averages	Peer Comparison	Salary Market Data												
Salary History	Peer Averages	Peer Comparison	Salary Market Data															
Details From To Change Change % Salary Annualized Salary Currency Salary Basis Status No results found.																		
<table border="0" style="width: 100%;"> <tr> <td>Salary History</td> <td>Peer Averages</td> <td>Peer Comparison</td> <td>Salary Market Data</td> </tr> </table>			Salary History	Peer Averages	Peer Comparison	Salary Market Data												
Salary History	Peer Averages	Peer Comparison	Salary Market Data															
Recent Performance Not Available																		
Add New Salary																		

Salary

Cancel Apply

Employee Name **Test010114, Mr. TestApps** Employee Number **10160**
 Manager
 Organization **HR Dept** Assignment Number **10160**
 Assignment Category Job **HR009.HR Consultant**
 FTE **1 (40 Hours/Week)**

USD = US dollar

New Salary

From To

(example: 17-Feb-2015)

Current Salary
 New Salary USD Monthly
 Reason for Change **New Hire**

Change Amount USD Monthly
 Next Salary Review

Change %

Annualized Salary USD
 Full Time Annualized Salary USD
 FTE Factor
 Annual Salary in Alt. Currency
 Last Period Processed

Status **Approved**
 Ranking
 Performance Review
 Performance Rating

Grade Salary Limits

Grade	P.3.
Grade Details as of Step	01-Jan-2014
Grade Ladder	
Salary Range	
Currency	USD
Midpoint	
Comparatio	
Quartile	
Range Position	

Salary Basis Details

Salary Basis	Test Salary Basis
Pay Basis	Monthly Salary
Currency	USD
Bases/Year	12
Element Name	Test Salary
Input Value	Amount

Recent Performance

8

Terminations

Termination of employment

Terminate(Test010114, Mr. TestApps)

Date Start
Leaving Reason

Length of Service

This Service		Total Service	
Years	Months	Years	Months
<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="1"/>	<input type="text" value="2"/>

Termination Dates

Notified <input type="text"/>	Projected <input type="text"/>	Actual <input type="text"/>
Last Standard Process <input type="text"/>	Final Process <input type="text"/>	

Person Type and Assignment Status for Terminated Employee

Type <input type="text"/>	Status <input type="text"/>
---------------------------	-----------------------------

Termination Accepted By

Date <input type="text"/>	Name <input type="text"/>	Number <input type="text"/>	[...]
---------------------------	---------------------------	-----------------------------	---------

Application Utilities Lookups

Type: LEAV_REAS
 Meaning: Leaving reason
 Application: Human Resources
 Description: Leaving reason

Access Level:
 User
 Extensible
 System

Effective Dates: _____ Enabled

Code	Meaning	Description	Tag	From	To	Enabled
ACT_OF_GOD	Act of God	Act of God	+ES			<input checked="" type="checkbox"/>
AR_ENV	Better Working Environ					<input checked="" type="checkbox"/>
B	Resignation due to Dis	Resignation due to Disa	+NL	01-JAN-2008		<input checked="" type="checkbox"/>
BBEN	For Better Benefits	For Better Benefits		12-FEB-2003		<input checked="" type="checkbox"/>
BCON	Better Conditions of W	Better Conditions of Wo		12-FEB-2003		<input checked="" type="checkbox"/>
BEN	Benefits					<input checked="" type="checkbox"/>
BOP	Better Opportunity					<input checked="" type="checkbox"/>
BY_CONTRACT	By Contract	By Contract	+ES			<input checked="" type="checkbox"/>
BY_EMPLOYEE'S INITIATIVE	By employee's initiative	By employee's initiative	+ES			<input checked="" type="checkbox"/>
CD	Capability Dismissal o					<input checked="" type="checkbox"/>

Date Start: 07-NOV-2013
 Leaving Reason: Other

Length of Service

This Service		Total Service	
Years	Months	Years	Months
0	1	0	1

Termination Dates

Notified: _____ Projected: _____ Actual: 31-DEC-2013
 Last Standard Process: 31-DEC-2013 Final Process: _____

Person Type and Assignment Status for Terminated Employee

Type: Ex-employee Status: Term w/Pay

Termination Accepted By

Date: _____ Name: _____ Number: _____ [...]

Terminate Reverse Termination

The screenshot shows the 'People' application window. The 'Name' section includes fields for Last (Test), First (Benefit Assignment), Title, Prefix, Suffix, and Middle. The 'Gender' is set to 'Female' and 'Action' is a dropdown menu. A red box highlights the 'Person Types' dropdown, which is currently set to 'Ex-employee'. Below this, the 'Identification' section shows 'Employee' as a dropdown, '2483' in a text field, and 'Social Security' as '123-45-6790'. At the bottom, there are tabs for 'Personal', 'Employment', 'Office Details', 'Applicant', 'Background', 'Rehire', 'Further Name', 'Medical', 'Other', and 'Benefits'.

Terminating an assignment

The screenshot shows the 'Assignment: 01-JAN-2014(Test010114, Mr. TestApps)' window. The 'Organization' is 'HR', 'Job' is empty, 'Grade' is 'D.1.', and 'Location' is empty. The 'Group' is empty, 'Position' is empty, 'Payroll' is 'Test Payroll', and 'Status' is 'Active Assignment'. The 'Assignment Number' is '10160-2' and 'Assignment Category' is empty. The 'Collective Agreement' and 'Employee Category' are empty. Below the main form are tabs for 'Supervisor', 'Probation & Notice Period', 'Standard Conditions', 'Statutory Information', and 'Miscellaneous'. The 'Supervisor' tab is active, showing fields for 'Name', 'Worker Number', and 'Assignment Number'. The 'Effective Dates' section shows 'From' as '01-JAN-2014' and 'To' as empty. At the bottom, there are buttons for 'Salary', 'Entries', 'Tax Info', and 'Others...'.

Assignment: 01-AUG-2014(Test010114, Mr. TestApps) Grab

Organization	HR	Group	
Job		Position	
Grade	D.1.	Payroll	Test Payroll
Location		Status	End
		Vacancy	

Assignment Number	10160-2	Collective Agreement	
Assignment Category		Employee Category	

Supervisor | Probation & Notice Period | Standard Conditions | Statutory Information | Miscellaneous

Name	
Worker Number	
Assignment Number	

Effective Dates

From	01-JAN-2014	To	
------	-------------	----	--

Salary | Entries | Tax Info | Others...

Assignment: 01-AUG-2014(Test010114, Mr. TestApps)

Organization	HR	Group	.
Job		Position	
Grade	D.1.	Payroll	Test Payroll
Location		Status	Active Assignment
		Vacancy	
Assignment Number	10160-2	Collective Agreement	
Assignment Category		Employee Category	

Supervisor Probation & Notice Period Standard Conditions Statutory Information Miscellaneous

Name	
Worker Number	
Assignment Number	

Effective Dates

From	01-JAN-2014	To	01-AUG-2014
------	-------------	----	-------------

Salary Entries Tax Info Others...

9

Absence Management

Getting started

Absence setup

The screenshot shows a software window titled "Element: 01-JAN-2014" with the following fields and options:

- Name:** [Yellow input field]
- Reporting Name:** [White input field]
- Description:** [White input field]
- Primary Classification:** [Yellow input field]
- Benefit Classification:** [White input field]
- Effective Dates:** From **01-JAN-2014** To [White input field]
- Processing:** Tabs for Standard (selected), Advanced, Advance Pay, Recalculation, Proration.
- Type:** Nonrecurring, Recurring
- Termination:** Actual Termination, Final Close, Last Standard Process
- Priority:** [Yellow input field]
- Skip Rule:** [White input field]
- Checkboxes:** Multiple Entries Allowed, Additional Entry Allowed, Closed for Entry, Process in Run, Once Each Period, Indirect Results(L), Adjustment Only(J), Third Party Payment
- Currency:** Input USD, Output USD
- Qualifying Conditions:** Age [White input field], Length of Service [White input field], Units [White input field]
- Standard:** Standard []
- Further Information:** [White input field]

Buttons at the bottom:

- Input Values
- Balance Feeds
- Balance Feed Control(z)
- Frequency Rules(q)
- Exclude Balances
- Iterative Rules(Q)
- Extra Information(g)
- Usages

Element: 01-JAN-2014

Name: Reporting Name:

Description:

Primary Classification: Benefit Classification:

Effective Dates: From To:

Processing: **Standard** | Advanced | Advance Pay | Recalculation | Proration

Type: Nonrecurring Recurring

Termination: Actual Termination Final Close Last Standard Process

Priority: Skip Rule:

Multiple Entries Allowed
 Additional Entry Allowed
 Closed for Entry
 Process in Run
 Once Each Period
 Indirect Results(k)
 Adjustment Only(j)
 Third Party Payment

Currency: Input Output

Qualifying Conditions: Age Length of Service Units

Standard

Further Information:

Input Values(Illness): 01-JAN-2014

Name	Units	Sequence	Required	User Enterable	Database Item
Days	Day	1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Input Values(Illness): 01-JAN-2014

Name	Units	Formula	Minimum	Maximum	Warning or Error
Days	Day		0	10	Error

Element Link

Element Name:

Description:

Classification: Standard

Processing Type:
 Recurring
 Nonrecurring

Eligibility Criteria

Organization	<input type="text"/>	Group	<input type="text"/>
Job	<input type="text"/>	Position	<input type="text"/>
Grade	<input type="text"/>	Location	<input type="text"/>
Employment Category	<input type="text"/>	Payroll	<input type="text"/>
Salary Basis	<input type="text"/>		<input type="checkbox"/> Link To All Payrolls

Costing | Qualifying Conditions | Miscellaneous

Costable Type:
 Not Costed (A) Fixed Costed
 Costed Distributed

Distribution Set: Transfer To GL
Costing:
Balancing:

Create in Batch Mode Link Status:

Element Link: 01-JAN-2014

Element Name: **Illness**

Description:

Classification: Standard

Processing Type: Recurring Nonrecurring

Eligibility Criteria:

Organization: Job: Grade: Employment Category: Salary Basis:

Group: Position: Location: Payroll:

Link To All Payrolls

Costing | Qualifying Conditions | Miscellaneous

Costable Type: Not Costed (A) Fixed Costed Costed Distributed

Distribution Set: Transfer To GL

Costing: Balancing:

Create in Batch Mode

Link Status:

Absence Attendance Type: 01-JAN-2014

Name

Category Further Information

Allow Absence Overlaps Yes No

Effective Dates
From To

Associated Element

Name Input Value

Units
 Hours
 Days
 None

Balance
 Increasing
 Decreasing
 None (Δ)

Reasons
Name

Absence Attendance Type: 01-JAN-2014

Name

Category Further Information

Allow Absence Overlaps Yes No

Effective Dates
From To

Associated Element

Name Input Value

Units
 Hours
 Days
 None

Balance
 Increasing
 Decreasing
 None (A)

Reasons

Name
Cold
Other
<input type="text"/>

Absence Detail: 01-JAN-2014(Test010114, Mr. TestApps)

Type Category
Reason Occurrence

Date

Notified Time End Date Time

Projected Start Time End Time Days Hours

Actual Start Time End Time Duration Days Hours

Authorized by Number
Replaced by Number

Balance Information

Associated Element

Running Total

In Current Year Hours Days No Balance []

Absence Detail: 01-JAN-2014(Test010114, Mr. TestApps)

Type Category
Reason Occurrence

Date

Notified Time End Date Time

Projected Start Time End Time Days Hours

Actual Start Time End Time Duration Days Hours

Authorized by Number
Replaced by Number

Balance Information

Associated Element

Running Total

In Current Year Hours Days No Balance []

Oracle Applications Home Page

Main Menu

Personalize

- Employee Self-Service
- All Actions Awaiting Your Attention
- Personal Actions

Worklist

Full List

From	Type	Subject	Sent	Due
There are no notifications in this view.				
<input checked="" type="checkbox"/> TIP Vacation Rules - Redirect or auto-respond to notifications.				
<input checked="" type="checkbox"/> TIP Worklist Access - Specify which users can view and act upon your notifications.				

Personal Actions

Employee Name **Test010114, TestApps** Employee Number **10160**
 Organization Email Address **testapps@test.com** Business Group **Vision Corporation**

Available Actions

Select Action:

Select Action

- Personal Information
- Payslip
- W4 Information
- Release Information
- Suitability Matching
- Tenure Status
- Academic Rank
- Education and Qualifications
- Other Professional Qualifications
- Competency Profile
- Work Preferences
- Resume
- Employee W2
- Extra Information
- Special Information
- Event And Bookings
- Employee Review
- Absence Management

Absence Summary Entitlement Balances

Search

Note that the search is case insensitive

Absence Type Absence Category
 Approval Status Absence Status
 Start Date End Date
(examples: 13-Mar-2015)

Start Date	End Date	Absence Type	Absence Category	Duration	Approval Status	Absence Status	Supporting Documents	Details	Update	Confirm	Delete
03-Mar-2014	07-Mar-2014	Illness	Sickness	5	Approved	Confirmed					

Create Absence: Enter Absence Details

Employee Name **Test010114, TestApps** Employee Number **10160**
 Organization Email Address testapps@test.com Business Group **Vision Corporation**

Select Confirmed if you are sure of the dates of your absence, otherwise select Planned. Select an Absence Type, and enter any other information you want to record for your request. You can choose the Calculate Duration Button to see the number of days or hours you are requesting.

* Indicates required field

* Absence Status **Confirmed**
 * Absence Type **Illness**
 Absence Category **Sickness**
 Absence Reason **Cold**

Duration

* Start Date

End Date

TIP Start Date is required.

Days

Total

Replaced By

Comments

March		2015				
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Create Absence: Enter Absence Details

Employee Name **Test010114, TestApps** Employee Number **10160**
 Organization Email Address testapps@test.com Business Group **Vision Corporation**

Select Confirmed if you are sure of the dates of your absence, otherwise select Planned. Select an Absence Type, and enter any other information you want to record for your request. You can choose the Calculate Duration Button to see the number of days or hours you are requesting.

* Indicates required field

* Absence Status **Confirmed**
 * Absence Type **Illness**
 Absence Category **Sickness**
 Absence Reason **Cold**

Duration

* Start Date

End Date

TIP Start Date is required.

Days

Total

Replaced By

Comments

ok

April		2014				
Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

Create Absence: Review

Employee Name **Test010114, TestApps**
 Organization Email Address testapps@test.com

Employee Number **10160**
 Business Group **Vision Corporation**

Absence Details

Proposed

Absence Status Confirmed
Absence Type Illness
Absence Category Sickness
Absence Reason Cold
Start Date 15-Apr-2014
End Date 16-Apr-2014
Days 2
Comments ok

View Entitlement Balances

View Entitlement Balances...

Absence Summary Entitlement Balances

Search

Note that the search is case insensitive

Absence Type
 Approval Status
 Start Date (example: 13-Mar-2015)

Absence Category
 Absence Status
 End Date

Start Date	End Date	Absence Type	Absence Category	Days	Hours	Approval Status	Absence Status	Supporting Documents	Details	Update	Confirm	Delete
15-Apr-2014	16-Apr-2014	Illness	Sickness	2		Approved	Confirmed					
03-Mar-2014	07-Mar-2014	Illness	Sickness	5		Approved	Confirmed					

Absence Detail(Test010114, Mr. TestApps)

Type: Category:
Reason: Occurrence:

Date

Notified: Time:
Projected Start: Time: End: Time:
Actual Start: Time: End: Time: Duration: Days Hours

Authorized by: Number:
Replaced by: Number:

Balance Information

Associated Element:
Running Total:
In Current Year: Hours Days No Balance [...]

Absence Detail(Test010114, Mr. TestApps)

Type: Category:
Reason: Occurrence:

Date

Notified: Time:
Projected Start: Time: End: Time:
Actual Start: Time: End: Time:

Duration: Days Hours

Authorized by: Number:
Replaced by: Number:

Balance Information

Associated Element:
Running Total:
In Current Year: Hours Days No Balance []

View Absence History

Name

Number

Type Current

Type	Reason	Actual Start Date	Actual End Date
Illness	Cold	15-APR-2014	16-APR-2014
Illness		03-MAR-2014	07-MAR-2014

List Employees By Absence Type

Absence Category Start Date Find

Absence Type End Date

Employee Name	Employee Number	Start Date	End Date	Type

List Employees By Absence Type

Absence Category Start Date

Absence Type End Date

Employee Name	Employee Number	Start Date	End Date	Type
Test010114, Mr. TestApps	10160	03-MAR-2014	07-MAR-2014	Illness
Test010114, Mr. TestApps	10160	15-APR-2014	16-APR-2014	Illness

Submit Request

Run this Request... Copy...

Name **Absences Report**

Operating Unit

Parameters

Language

At these Times...
Run the Job

Upon Completion...
Layout
Notify
Print to

Help (H)

Parameters

Effective Date **13-MAR-2015**

Organization Unit

Employee **Test010114, Mr. TestApps (10160)**

Date From **01-JAN-2014**

Date To **31-DEC-2014**

Absence Type 1 **Illness**

Absence Type 2 ...

Absence Type 3

Absence Type 4

Absence Type 5

Absence Type 6

Absence Type 7

Absence Type 8

Absence Type 9

Absence Type 10

OK Cancel Clear Help

Absence Types: Illness
 Date From: 01-JAN-2014
 Date To: 31-DEC-2014
 Organization:

Employee: Test010114, Mr. TestApps [10160]

Type	Reason	Start Date		End Date		-Length of Absence-	
		Day	Date	Day	Date	Days	Hours
Illness		Monday	03-MAR-2014	Friday	07-MAR-2014	5	
Illness	Cold	Tuesday	15-APR-2014	Wednesday	16-APR-2014	2	

Summary Totals

Type	---Total Amount---		Occurrences	-----Balance Details-----			
	Days	Hours		Element Name	Input Value	Type	Current
Illness	7		2	Illness	Days	Increasing	7

Formula

Name: TEMPLATE_ABSENCE_DURATION Type: QuickPaint

Description: formula template for absence duration calculation

Verified

Effective Dates: From 01-JAN-0001 To

Buttons: Edit, Show Items, Input Values

Formula: 01-JAN-1951

Name: BG_ABSENCE_DURATION Type: QuickPaint

Description: Formula to calculate the duration

Verified

Effective Dates: From 01-JAN-1951 To

Buttons: Edit, Show Items, Input Values

Type **Illness** Category **Sickness**
Reason Occurrence

Date
Notified Time
Projected Start End
Actual Start End Duration Days Hours

Authorized by
Replaced by

Balance Information
Associated Element **Illness**
Running Total **7**
In Current Year Hours Days No Balance []

Error

Not allowed more than 5 days in this leave type

Type **Illness** Category **Sickness**
Reason Occurrence

Date
Notified Time
Projected Start End
Actual Start End Duration Days Hours

Authorized by
Replaced by

Balance Information
Associated Element **Illness**
Running Total **7**
In Current Year Hours Days No Balance []

Error

Only Male are allowed to take leave type