



**iTrain, moving
with Technology**



iTrain Education



Fulfilling your Vision



Passionate about iT



**The Complete
ERP Solution**

11i Enterprise Modelling for Oracle HRMS

Presented By
Lewis Curley
iTrain Education

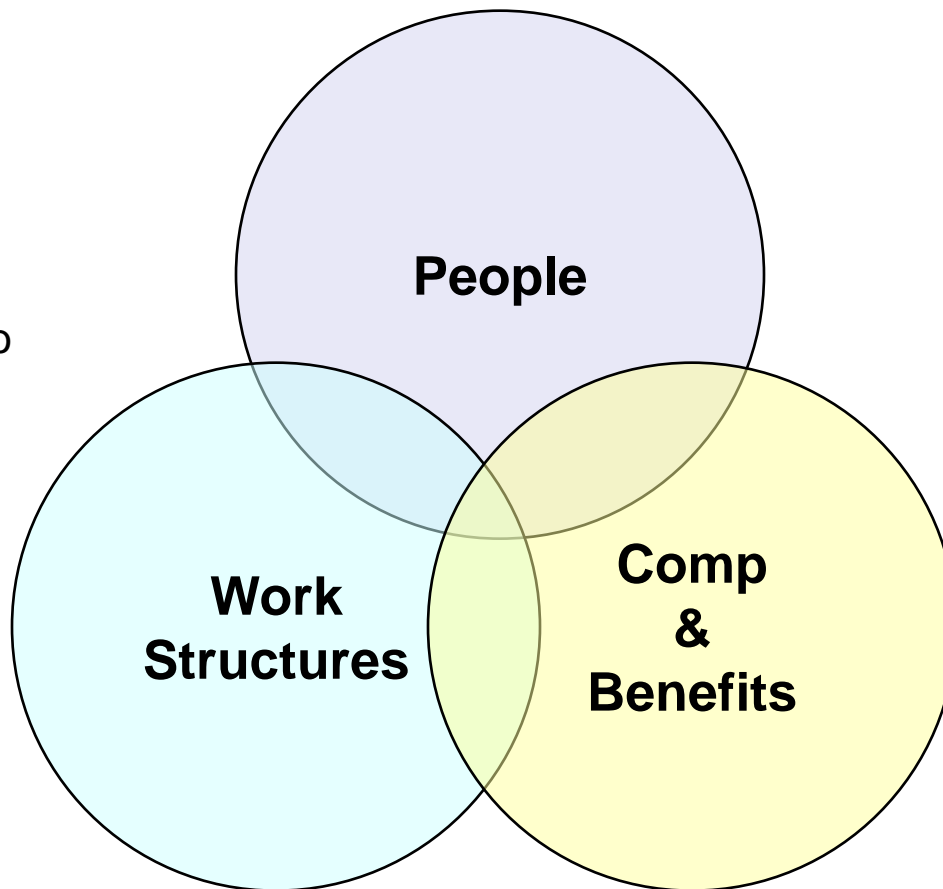


Introduction to Oracle HR

The HR Model

- Employees
- Applicants
- Ex-Employees
- Contacts
- Suppliers
- Others (relevant to business)

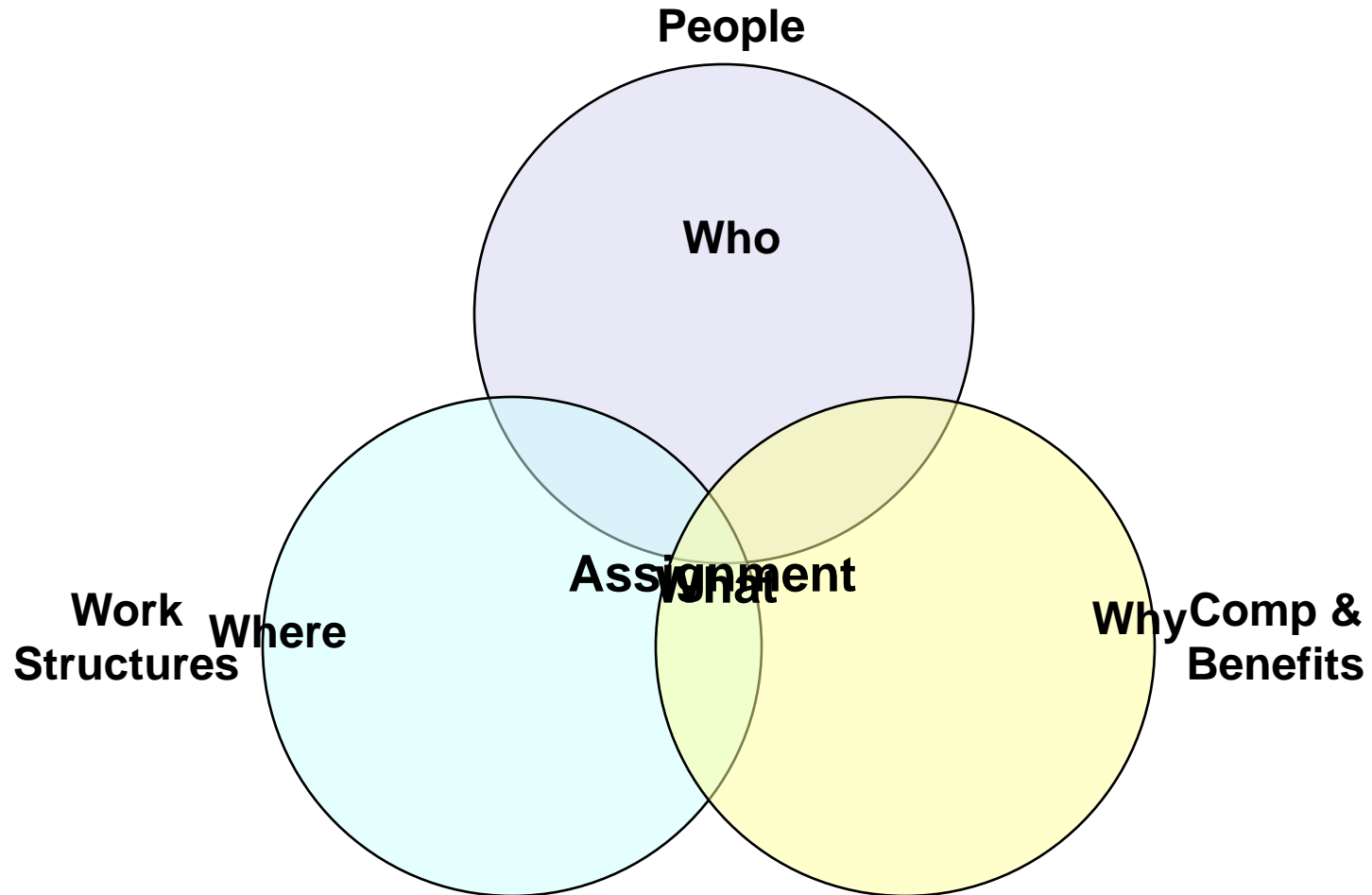
- Locations
- Organizations
- Positions
- Jobs
- Grades
- Pay Scales



- Basic Pay
- Income Tax
- National Insurance
- Health Insurance

Introduction to Oracle HR

The HR Model





Work Structures

Locations

- Simple Work Structure
 - Creates a 'Named' Address
- Associated with an Organisation
- Possible Links to :
 - Supply Chain
 - Asset Management
- Can be Global or Local



Work Structures

Organisations

- Main Object for modelling the Enterprise Structure
- Can reflect :
 - Departments
 - Divisions
 - Groups

Work Structures

Organisations

- Internal or External
- Organisations have 'Classifications'
 - Define the type of organisation
 - HR Organisation classification for containing Employees
- Organisations are linked to Locations

Work Structures

Organisations – Business Group

- The Business Group is a special Classification of Organisation
- Top Level / Encompasses all Organisations in a particular business
- Specifies the Position, Job and Grade structures to use
- Multiple Business Groups are possible to reflect many distinct businesses.
- Global Locations can be used across Business Groups



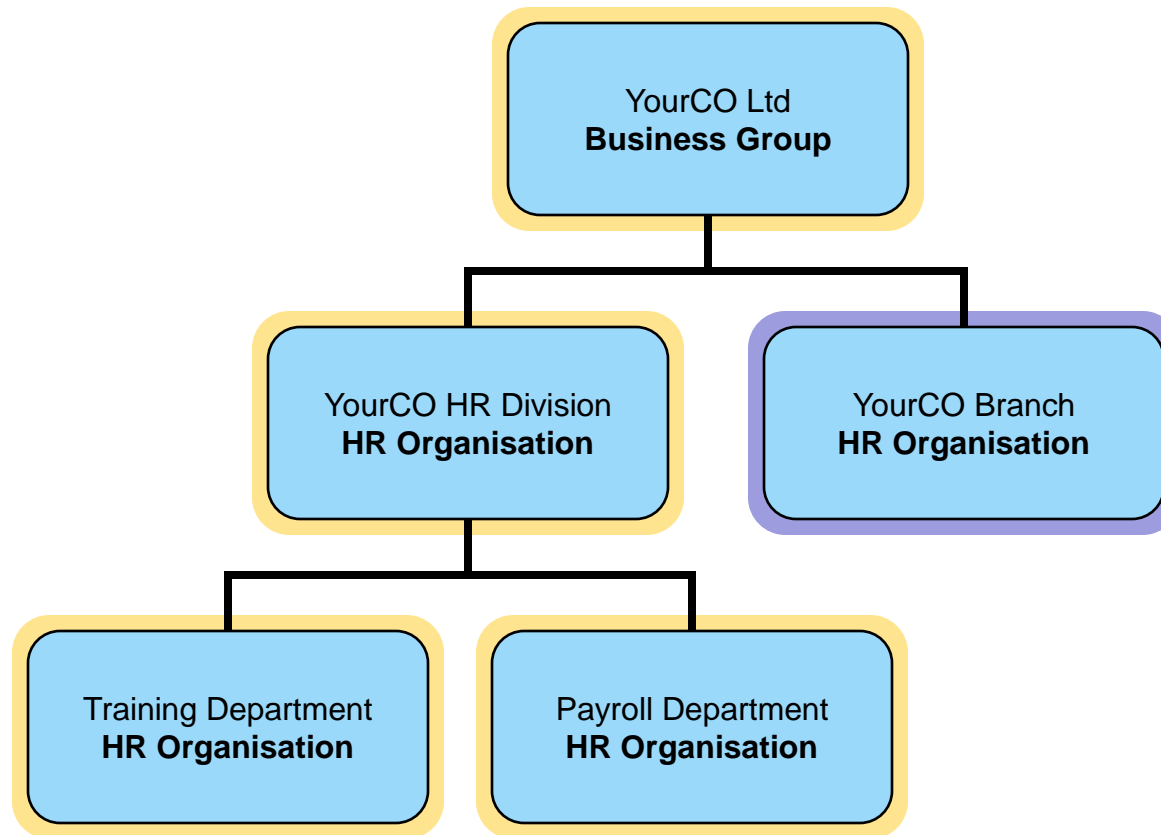
Work Structures

Organisational Hierachies

- Organisations naturally form a Hierarchy
- The Business Group is the top of the Hierarchy (usually).
- Multiple Versions of the Hierarchy are possible
 - Enables changes to the structure to reflect business change

Work Structures

Organisational Hierarchies



External Organisation
Payee Organisation

External Organisation
Employer or Bargaining Organisation

External Organisation
Representative Body

External Organisation
Disability Organisation

External Organisation
Medical Service Provider

External Organisation
Constituency

Enterprise Modelling

- Analyse the way and Enterprise is Structured and managed
- Key Components are :
 - Jobs
 - Positions
 - Grades
- They all link to the persons assignment(s)

Enterprise Modelling

Jobs

- Generic description of an employees day-to-day activity, i.e.
 - Clerical
 - Technical
 - Management
- Many employees can hold the same job
- Can be used alongside Competencies

Enterprise Modelling

Positions

- Detailed description of an employees role, i.e. Principle HR Consultant
- Positions can be pooled to have multiple employees in the same positions
- Positions can be shared to have multiple employees collectively hold a position, i.e. Job Share
- Single Incumbent Positions can be held by one employee only

Enterprise Modelling

Positions

- Positions link to both Jobs and Organisations
- Can limit how many employees can hold a position to control headcount
- Can be used alongside Competencies
- Positions can be formed into a Hierarchy



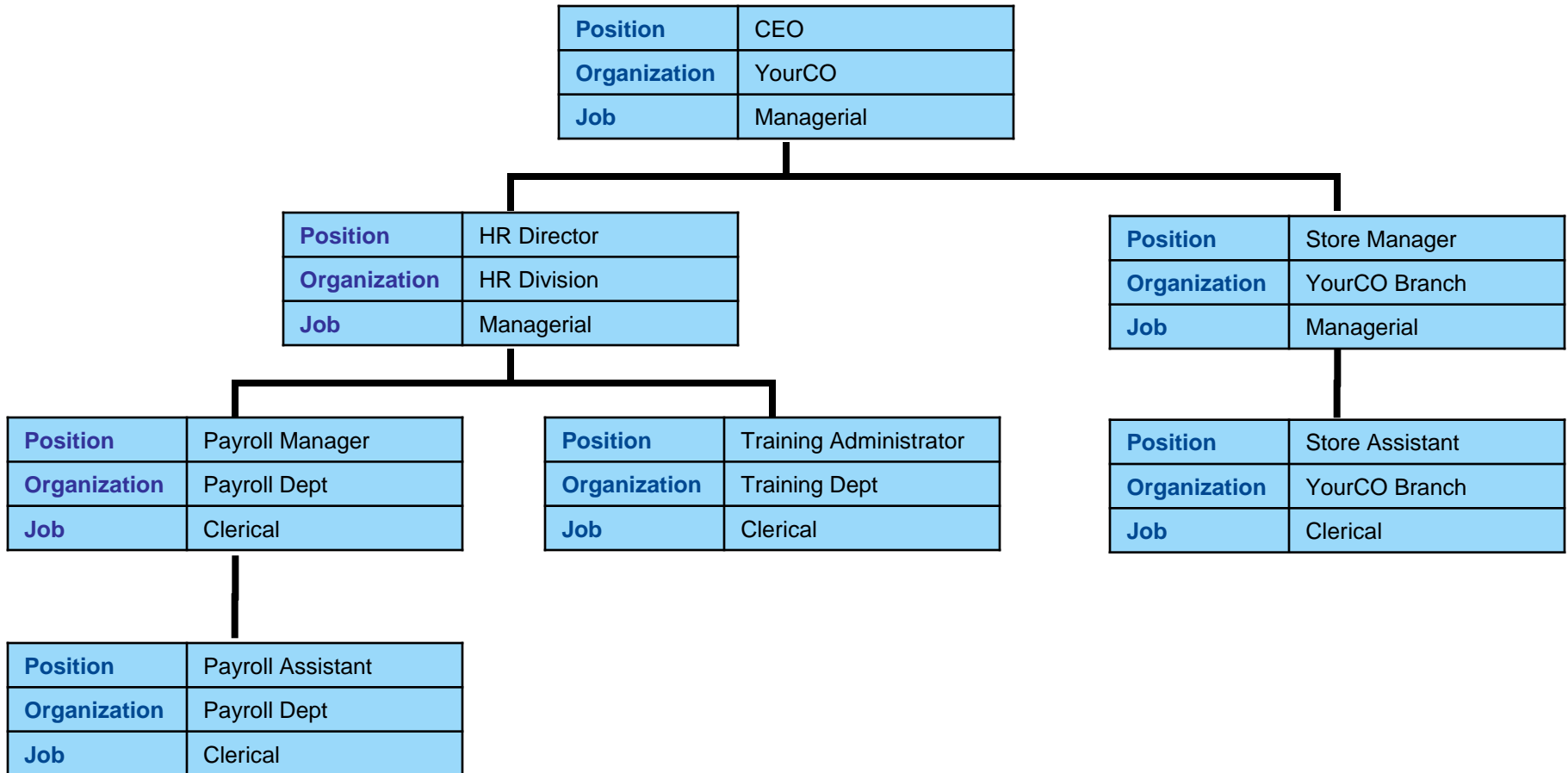
Enterprise Modelling

Positional Hierarchies

- In a similar way to Organisations, Positions naturally form a Hierarchy
- Multiple Positional Hierarchies can be created to reflect :
 - HR Reporting Lines
 - Purchasing Approval lines

Enterprise Modelling

Positional Hierarchies



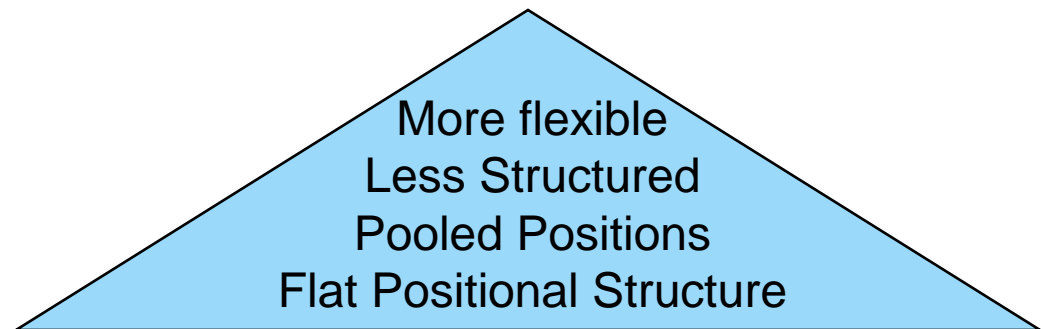
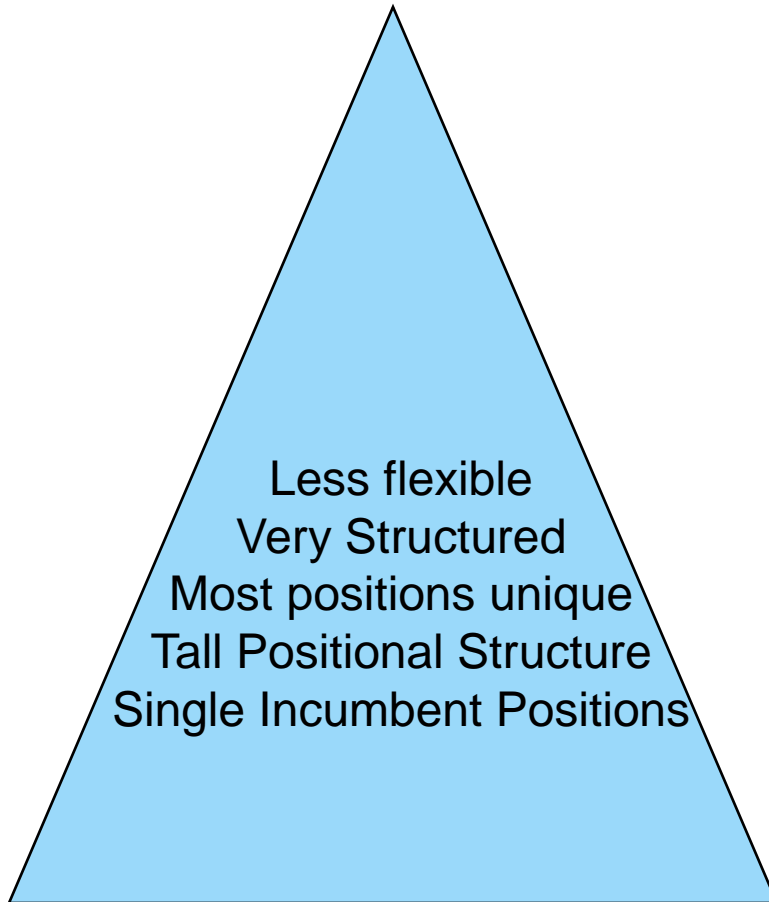
Enterprise Modelling

Positional Hierarchies



iTrain Education

Connecting People with
Business and Technology



Enterprise Modelling

Grades

- Grades are used to link and Employees assignment to their remuneration
- Valid Grades can defined for both the Job or Position an employee holds
- There are 2 distinct types of grading structures :
 - Grade Rates
 - Grade Scales

Enterprise Modelling

Grade Rates



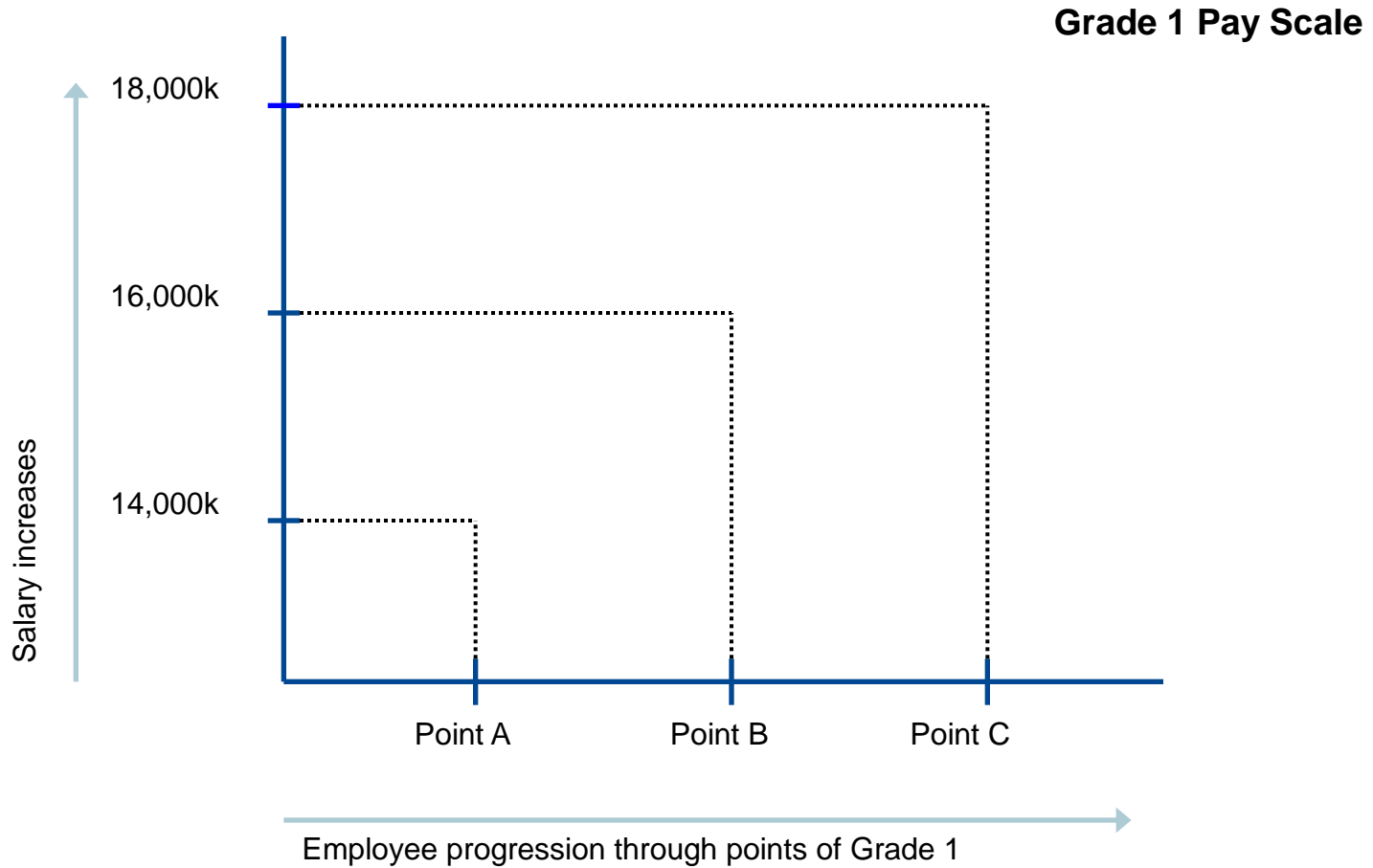
iTrain Education

Connecting People with
Business and Technology

Grade	Rate	Minimum	Maximum
S.10	£20000		
S.11	£22000		
S.12		£20000	£25000
S.13		£22000	£27000
S.14		£24000	£29000
S.15		£26000	£31000

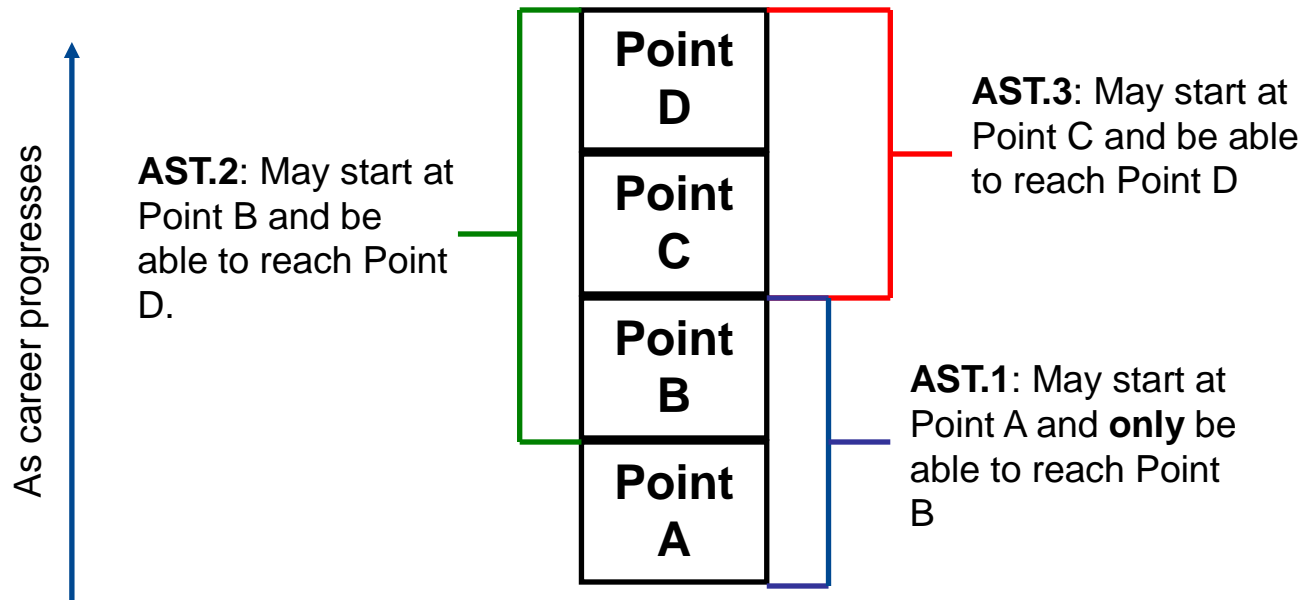
Enterprise Modelling

Grade Scales



Enterprise Modelling

Grade Scales



DateTrack

- Enables you to keep full employee record history
- Can 'Time Travel' to view record at any point
- Changes can be made in 1 of 3 modes :
 - Update to change the record keeping old history
 - Correction to Change the record keeping no history
 - Insert to change the record, keeping past and future changes

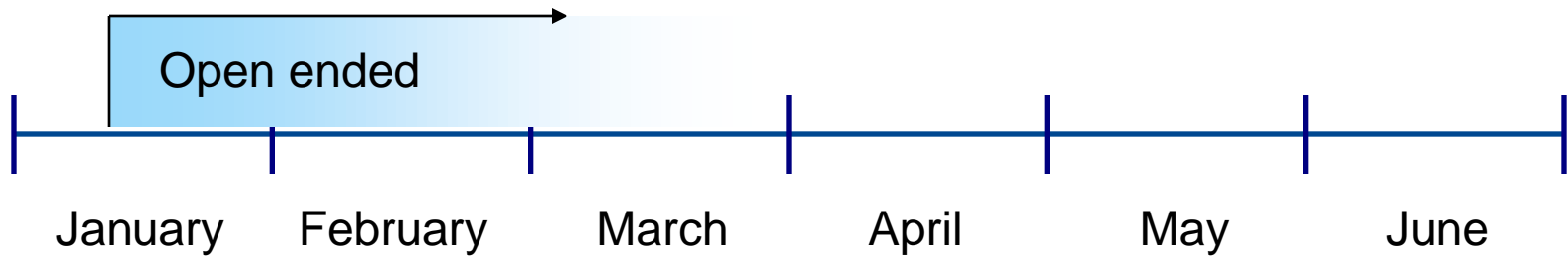
Employee Administration

Date Tracking



iTrain Education

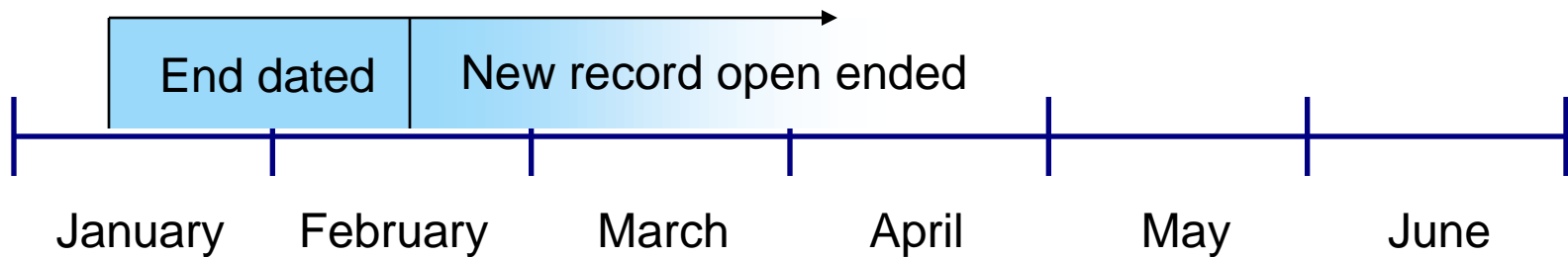
Connecting People with
Business and Technology



New employee starts in January, person record has no end date.

Employee Administration

Date Tracking



On February 14th, the employee marries and the marital status is updated to married as of this date.

Update mode is selected so that a historical record of the marital status prior to the change is kept.

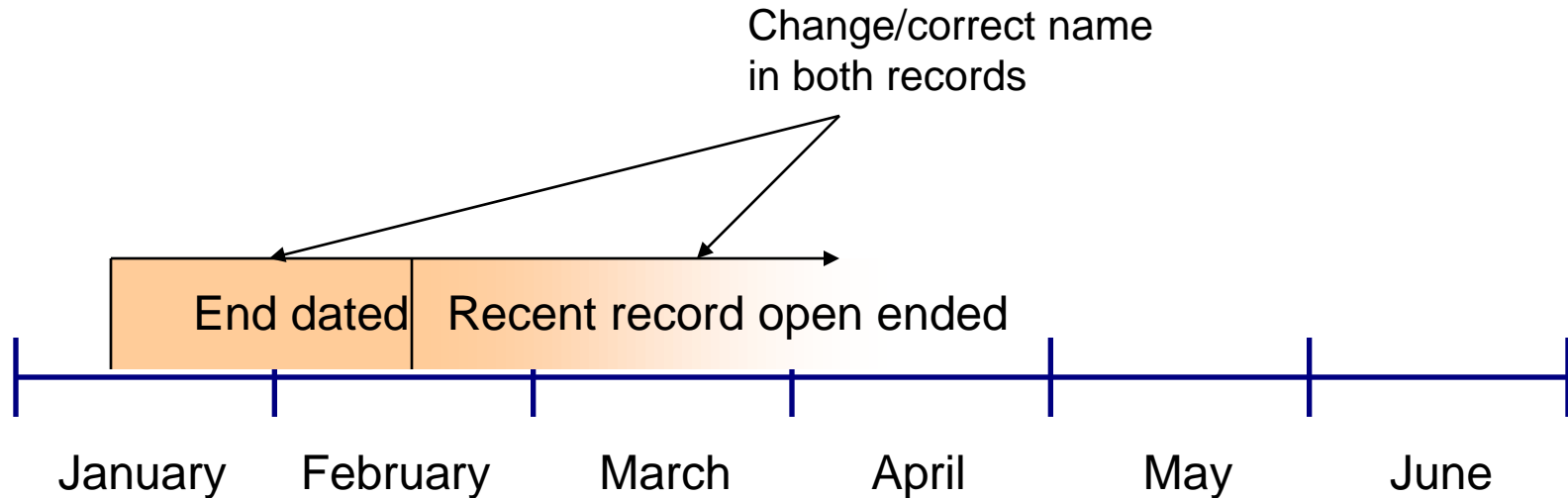
The original record is end dated and a new record sits on top.

Employee Administration

Date Tracking



iTrain Education
Connecting People with
Business and Technology

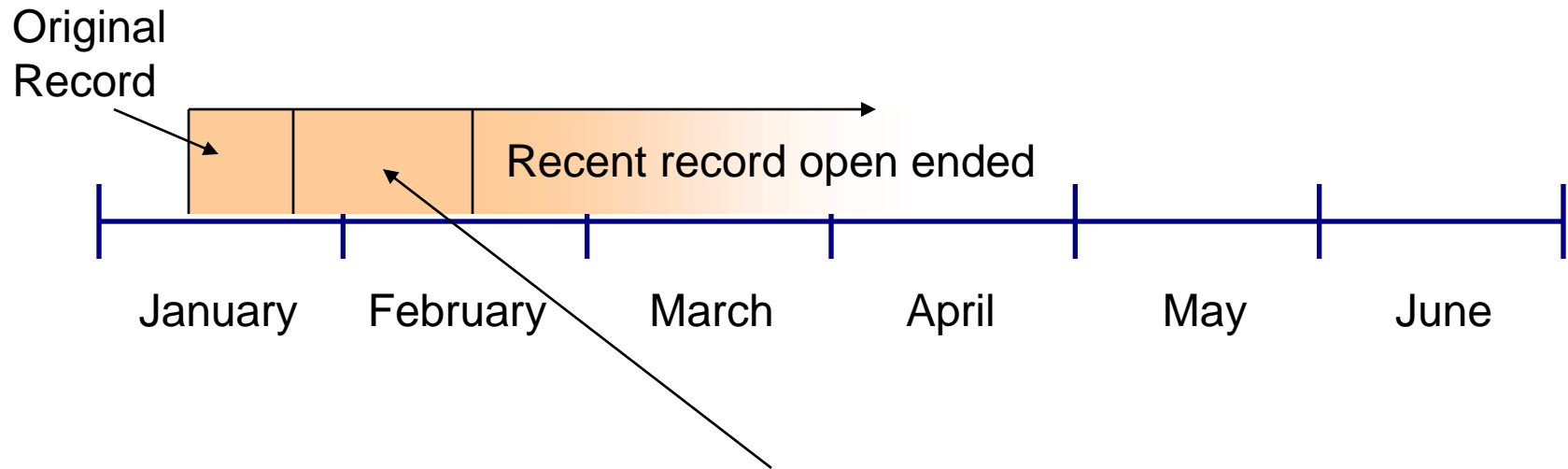


In march the employee notifies you that their first name has been entered incorrectly since their join date.

You must use correction mode in each separate record and correct the incorrect information. No new records will be created.

Employee Administration

Date Tracking



At the end of January, the employee gained the title of Doctor. This change needs to be inserted prior to the record where the marital status changes.

Date track to the correct date and enter the change of title as an insert.



iTrain Education
Connecting People with
Business and Technology

Questions?

Lewis Curley
iTrain Education
Stand 4