



Oracle Fusion Human Capital Management

STRATEGIC GLOBAL HUMAN CAPITAL MANAGEMENT

KEY FEATURES

- Support for multiple work relationships that employees or contingent workers may have with multiple legal employers, multiple assignments, or individual contract agreements
- Simple, modern, productive and intelligent self-service
- Global organizational support including global formatting of names and address, compensation in local currencies, time zone support, localized regulatory compliance, and translations
- Single global person record
- Segmented data validation to support lines of business or geography
- Basic position management
- Predict Performance and Attrition at all levels of the organization

Oracle Fusion Human Capital Management goes beyond traditional HR tasks with strategies that balance people, process and technology to improve workforce efficiency, effectiveness, and productivity. Built from the ground-up, Fusion HCM is developed for the Cloud or On Premise, on the device of choice, to provide a simple user interface to deliver relevant and secure information to do their job. Global processes, interactive organizational charts, collaborative tools, predictive analytics, and productive self-service are natively delivered out-of-the-box to enable a rapid deployment of critical HR functionality.



Figure 1 – Getting Started

Oracle Fusion Human Capital Management (HCM) provides users with information they want, allows them to take action in context of meaningful business data and understand the predicted impact of those actions. Oracle Fusion HCM provides simple, intelligent navigation and allows simple completion of complex workforce processes that are easily configured to manage everything from multi-thousand-person global organizations to small businesses.



Effectively Managing a Global Workforce

Oracle Fusion HCM delivers seamless management of employees, contingent workers and other persons across the enterprise that may have simple or complex global work relationships with the organization.

MORE KEY FEATURES

- Automated roles provisioning
- Robust workflow, approvals and delegation engine
- Composite, role based, interactive views of worker information
- Role based dashboards with embedded analytics
- Interactive visual org charting
- Best-fit analysis to identify most qualified workers
- Real-time side by side worker and job comparisons
- New hire monitoring
- Intuitive support for complex global transfers
- Analytics embedded in business processes



Figure 2 – Matrix reporting

Person Model

A single global person record tracks information for employees or contingent workers. The single person record may then be associated with multiple work relationships in the employment model. This increases data integrity while reducing administrative overhead and provides for enhanced reporting capabilities.

Employment Model

The employment model is designed to support simple or complex global work relationships. Employment structures are designed to improve accuracy and reduce confusion in a diverse operating model. By segmenting validation data into logical groupings, organizations have the flexibility to create context-sensitive choice lists for appropriate use by lines of business or geography.

- Manage a worker's relationship with multiple legal employers, multiple assignments, or individual contractual agreements with great flexibility and ease
- Configure relevant data validation sets by legislative group, business unit or country
- Configure shared sets of data across the enterprise for shared departments, locations, jobs, and positions
- Manage a diverse workforce through multiple jobs, matrix management and employment contracts, all fully integrated across the Fusion HCM portfolio

Global Worker Tracking

Worker information includes global formatting for names and addresses for over 200 countries or territories, compensation information in local currencies, time zone support, language translations, tracking of citizenship and visa information, and robust documents of record tracking with scanned images and key data monitoring. This allows for an organization to manage, track and deploy Human Resources globally, out of the box.

Localizations and Regulatory Compliance

Regulatory compliance is available with localized country-specific functionality that extends the global core to capture regulatory requirements for data collection, local business rules and statutory reporting. These localizations go beyond the global core, which supports a full global deployment and formatting in over 200 countries or territories.

Oracle delivers and maintains deeper localizations: China, Kuwait, Saudi Arabia, United Arab Emirates, United Kingdom, Canada and United States. The localizations include functionality that is legislatively required as well as general best practices for the respective country or culturally dictated. For over 200 countries or territories, country-specific personal information is supported such as name formats, address styles, and national identifiers. In addition, support for core organizational models as well as the ability to create and define specific information can be configured around legal employers to reflect your complex or simple organizational design.

Position Management

Position Management provides the ability to track position details, evaluation criteria, and position profiles. It includes assigning positions to assignments, tracking open positions, and creating position trees for reporting, approvals and other business processes.

Absence Management In Fusion Human Capital Management

• Define and Maintain Absence Plans, Accruals, Eligibility and Enrollments

Leveraging configurable formulas, you can manage eligibility for any type of absence, including Paid Time Off, Sick Leave and other leave types. Accrual formulas are used for setting up the accruals, accrual carryover rules, accrual eligibility, and for payroll. Your employees, managers, and administrators can review employee accrual balances from an employee's portrait card or when recording or editing an absence.

• Scheduling and Recording Absences

Absences can be recorded for your employees either at the person level or at the assignment level. When recording an absence, the duration of that absence can be computed automatically or based on work schedule or recorded manually at the time of entry. You can also review the daily break up of absences, events within absence duration.

• Manage Absence Processing and Payroll Integration

Absence elements will be set for usage at payroll assignment level. When absences are processed through payroll, they can reduce regular pay as appropriate. For each paycheck, the absence pay paid during the current period and the YTD can be displayed on the check as well as the remaining entitlement balances.

Built-in Extensibility

Fusion Applications were built so that a business user could adapt the application to suit their personal or organizational needs. The key to this 'tailor-ability' lies in the usage of metadata objects and services in the heart of the application architecture. Changes and extensions to the application are stored as new layers over the delivered objects, allowing for flexibility in an 'upgrade-safe'

Extension of the Fusion HCM application is made easy by Fusion FlexField functionality and the web based Page, Process and Report composers.

- Fusion FlexFields – allow for easy definition of additional fields and logic
- Page Composer – provides page customization and personalization functionality
- Process Composer - graphical business process editor to create new process flows based on templates, modify shipped process flows, and deploy new process flows
- Reports Composer – create new reports and change existing reports, report models, as well as access Data Warehouse information from the BI foundation

Integration

Build on a standards based Service Oriented Architecture, Oracle Fusion HCM provides several integration methods to meet your business needs, from packaged integrations to delivered interfaces for Payroll and Benefits providers, to an integration platform based on Oracle Fusion Middleware.

The Fusion Cloud Integration platform provides web services to integrate at the Presentation, Business Process, and Data level.

- Data integrations consist of bulk data loads and exports to and from Oracle Fusion HCM, e.g. an HR-XML benefits enrollment file sent to a benefits provider
- Process integrations are either real-time web service triggers or publish/subscribe messages via Oracle's Events Framework, e.g. an "address change" notifying subscribers

Best Practice Standards Based Security

Fusion Applications are built according to the concept of Role Based Access Control (RBAC). The use of RBAC to manage user privileges (computer permissions) within a single system or application is widely accepted as best practice. Security is managed at all levels – function, transaction, field, and data-level. RBAC assigns permissions to specific operations with meaning in the organization, rather than to low level data objects. RBAC exceeds the needs of auditable, segregation of duties (SoD) requirements.

Within an organization, roles are created for various job functions. The permissions to perform certain operations are assigned to specific roles. Users are dynamically assigned roles. Since users are not assigned permissions directly, but only acquire them through their role (or roles), management of individual user rights becomes a matter of simply assigning appropriate roles to the user's account; this simplifies common operations, such as adding a user, or changing a user's department.

Securing the Complete Information Lifecycle

Fusion Application Security provides standards-based, declarative, transparent, portable function and data security policies across all Oracle Fusion applications, defined independently from application code.

By making use of an external security reference system – Fusion Identity Management – as opposed to referencing security only inside an HCM application, the complete application set and the hardware and services used in the HCM process can be secured. The same single security authority as information on an HCM transaction user page governs reporting of data in Business Intelligence systems.

Delivered Best Practice Business Processes

Fusion HCM delivers best practice business processes that improve productivity and provide decision-making support. The best practices are built into the role-based self-service functionality as well as the administrative user's views.

- Both HR specialists and managers can monitor the hire process, with visual dashboards that prevent bottlenecks in the process. Hire status, start date, and approvals are provided in a central location that includes social collaboration tools to quickly resolve any questions
- All worker transfers may be administered with an intuitive process that supports complex global redeployments (across legal employers and legislative groups) and simple transfers of department and manager
- Analytics are embedded within processes providing decision-making support. For example the promotion process includes competency match analytics that compare the workers current competencies with the competencies of their proposed job. Salary range analytics show where the workers proposed salary falls within the proposed salary grade range.
- Automated security role provisioning is provided within business processes (e.g. Hire, Promotion, Transfer) to grant secured access based on the worker's role in the organization
- Automation of mass assignment changes
- Integration with Oracle Fusion Global Benefits for processing life events
- Integration with Oracle Fusion Global Payroll for payroll processing, including multiple jobs
- Integration with Oracle Fusion Talent Management applications, including Oracle Fusion Workforce Compensation, for effective pay for performance and organizational growth
- Integration with HCM Cloud - Taleo Recruiting supporting the selection of candidates as a new worker with all relevant details, as well as provide the ability to view vacancies and requisitions in the organizational chart.
- With Oracle Fusion Workforce Modeling, organizations can effectively and accurately plan and predict organizational changes as well as apply those changes seamlessly.

Workflow and Approvals

Fusion leverages a standards-based workflow service to deliver a robust Workflow and Approvals engine that enables complex rules and routings. Fusion delivers workflows out of the box which can be further configured as needed. Multi-level approvals may be defined based on supervisor or position hierarchies, and tasks may be accessed by emails or worklists. On any device, a user is able to view and act on a Worklist and Watchlist, providing a dedicated list of tasks to complete, and a list of things to monitor. In addition, Fusion supports the ability to manage the delegation of roles and approval responsibilities based on a timeframe or indefinitely.

Employees and Managers: Built For How You Work

Managers and Employees are provided with a simple, modern, productive and intuitive self-service that allows them to move seamlessly from navigation to action in two to three taps or clicks on their device of choice. This allows for workers, who interact less frequently with Human Resource processes, to quickly complete tasks and understand the impacts of those tasks through embedded analytics from a single place.



Figure 4 – View My Team

Workforce Modeling

As part of Oracle Fusion HCM, Workforce Modeling enables organizations to plan, model and deliver organizational changes such as re-organizations or mass changes that deliver on defined business objectives in an intuitive process. Many Human Resource groups manage highly manual processes to consolidate, model and apply changes which are instantly outdated due to changes in HR systems. As a result, rework is required to manage the error processing. Workforce Modeling provides organizations with a single, easy to use tool to support the most complex organizational movements and changes with a comprehensive decision making and approval framework.

Intelligence when Needed

Workers have the capability to view comprehensive worker information in a highly visual, intuitive and actionable environment. Self Service serves as an employee dashboard where users can access the information they are commonly looking for and take relevant action while there. Workers can:

- Understand team work load, mobility and perform Human Resource actions on relevant employees
- Maintain Profile information including competencies, degrees and licenses
- Manage performance and development goals
- View payslips
- Access benefit information
- Manage career development
- Update personal information such as address, contact information or marital status changes
- Collaborate with peers

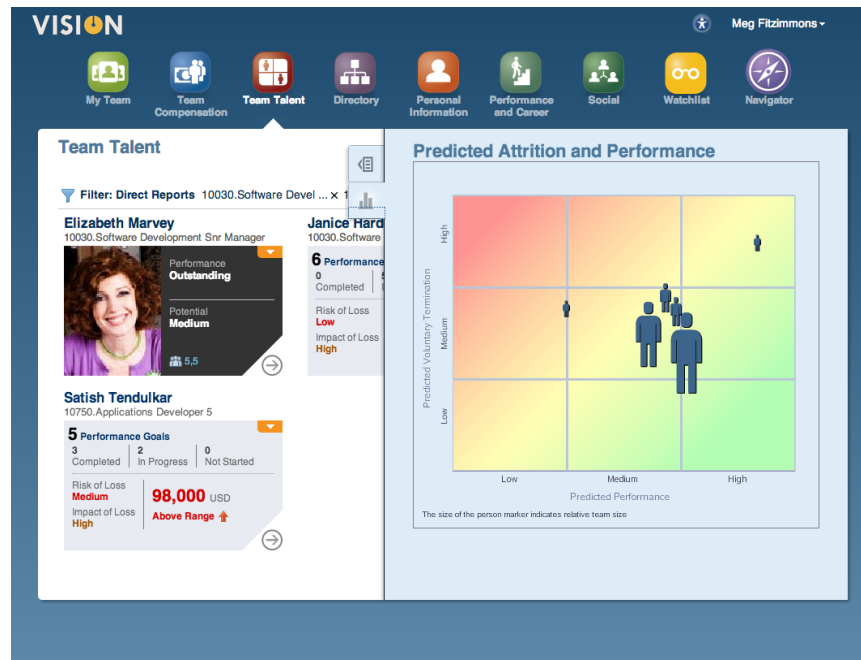


Figure 5 – View of Predicted Worker Performance & Attrition Analytics

Manager Dashboard

Fusion HCM delivers a Manager Dashboard that drives productivity and consistency when managing an integrated workforce. In a single location, managers are provided with:

- A comprehensive view of key data for their organization in a hierarchical grid including contact, employment, availability, compensation, and performance information

An interactive visual organizational chart that includes:

- Interactive view of summarized contact, employment, salary, and performance information for direct reports
- Role based actions initiated from the org chart allowing managers to take appropriate self-service actions on their directs such as promotions, transfers, terminations
- Access to Managers View of Worker Portraits allowing managers to gain deeper insight into an individual's performance, goals, qualifications, total compensation, and availability trends
- Simple reporting enabling exports of data to Excel allowing managers to create quick, visual reports of their organization
- Delivered, configurable embedded analytics that provide decision-making insight. Analytics include reporting at multiple levels giving indirect managers better visibility and control.

Analytics for line managers include:

- Worker availability schedules
- Leave balances and financial liability
- New hire monitoring
- Performance process monitoring

Analytics for executive level managers include:

- Headcount
- Turnover
- Predictive intelligence
- Real time side by side worker comparisons based on skills, performance, and qualifications as well as the comparison of job profiles. This visual comparison of workers and jobs empowers managers to optimize organizational staffing decisions

The ability to identify the most qualified workers with best-fit analysis using weighted search parameters and profile ranking of competencies, licenses, mobility preferences, and experience. This functionality allows a user to find either the most suitable candidate for a job or a job most suitable for an individual. Based on both the employee profile and the organizational talent profile, this algorithm helps users make informed decisions about how the organization may be optimized.

Contextual Actions

Contextual actions are provided throughout the application that allow:

- Users to take self-service action directly from search results without losing context
- Multi-tab browsing within the application to allow for other data views while in a transaction without losing context
- Users may export data to Excel directly from tables and grids

Access to collaborative tools (email, instant messaging, tags, activity streams, group spaces and kudos) embedded within processes

Network at Work

Network at Work embeds social tools throughout the application, (connections, group spaces, activity streams, kudos, and tags). These tools enhance organizational productivity enabling workers to collaborate, find mentors, and provide valuable feedback and information sharing.

- Using worker profile information workers may search for mentors with specific skills or common goals and establish network connections for collaborating.
- Group spaces are delivered in Oracle Fusion Goal Management, Oracle Fusion Talent Review and Succession Management, and Oracle Fusion Benefits to facilitate conversations and foster information sharing
- Kudos allows workers to provide positive manager, peer, or subordinate feedback that may be incorporated into performance reviews for a more comprehensive view of a workers' impact on the organization

CONTACT US

For more information about Oracle Fusion Human Capital Management, visit oracle.com or call +1.800.ORACLE1 to speak to an Oracle representative.



Hardware and Software, Engineered to Work Together

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