PeopleSoft HCM New Look

A. Employee Self Service > Personal Details - New tiles

- Addresses
- Contact Details
- Preferred Name Change Emergency Contacts
- Marital Status
 Additional Information
- Primary Name



B. Employee Self Service > Talent Profile

1. Update licenses or certifications by specifying a new effective date

	Licenses and	Certifications
Effective Date	2018-05-01 Add New Version	
License	SFA Child Care CPR B & AED	
Renewal Required?	Yes	Cancel Add New Version Continue
Expiry Date	2020-04-30	Effective Date 2020-05-15

2. View the history of a Profile Item

		Tale	ent Profile	
Licenses and Certification	s			
+				
License			View History	Edit/View
SFA Child Care CPR B & AED			۲.	>
		View Profile I	tem History	×
	Effective Date 🛇	License 🛇		
	2020-05-15	SFA Child Care C	PR B & AED	>
	2018-05-01	SFA Child Care C	PR B & AED	>

C. Company Directory

- 1. Company Directory page has 2 new icons:
 - a. View My Profile displays the user's profile
 - b. View My Org Chart displays the user's position on the Org Chart

C Employee Self Service		
Search Company Directory	Search by name, job title, location, etc.	
🖽 View My Profile		🏭 View My Org Chart
Recently Viewed (20)		
Favorites (1)		

2. Each employee displayed on the Recently Viewed and Favorites lists has a 'View Org Chart' icon that allows the user to open and view the employee's position on the Org Chart

→ Recently Viewed (20)					
Name / Title		Department			
Marje Voo HR Systems Team Lead		Employee Wellness & HR Systems			

3. Based on the results of the Company Directory Search, the resulting rows can be filtered on multiple values of the Search facets by selecting the corresponding boxes

Company Directory			Search Results	
Search Company Directory ENG	GLISH	»		
⊸ Department	5 results			
AS English (5)	Admin Support III (2) Professor (2)	Tutor 🛞 Clear All		
✓ Job Title				↑↓
Associate Professor (12)	Name / Title		Department	
Assistant Professor (11) Writer in Residence (3) Admin Support III (2)	Fakhreldin Kaisara Professor		A&S English	>
 Professor (2) Department Chair (1) 	Julie Keyes Professor		A&S English	>
✓ Tutor (1)	Mahrhea Dalgleish-McKenna Tutor		A&S English	>
Admin Support III (2) Professor (2)	Maria Jaivie Krossa-Wong Admin Support III		A&S English	>
No Value (1)	Shivdeep Mlynarz Admin Support III		A&S English	>

Organization Chart	🔒 🔍 🗄 🔿
	Show Peers of Marje Voo 🔵 No
Catarina Quaife Sr Manager, HRIS 3 Directs	
Marje Voo HR Systems Team Lead 2 Directs / 2 Total	
Audrey Havenstock Functional Analyst	

D. Org Chart - option to show or suppress the display of an employee's peers on the Org Chart

E. Employee Self Service > Payroll – New tiles

- Paycheques, with amounts displayed on the latest paycheque
- T4/T4A slips
- T4/T4A Consent
- Direct Deposit with number of accounts
- Compensation History

	Payroll				
Paychecks			T4/T4A Slips	T4/T4A Consent	
Ę	Pay Date Net Pay Taxes Deductions Total Gross	2020-07-14 \$834.47 \$111.90 \$10.78 \$957.15			
				Consent received	
Direct Deposit	Compensation	History			
1 Account					
Updated 04/26/2020					

F. Employee Self Service > Time

- 1. New Time tiles
 - Enter Time
 - Leave/Comp Time (formerly Leave Balances)
 - Payable Time

Time					
*Select a Job Theatre Tech (FFAC Theatre Operations) V Apply					
Enter Time 20/08/30 - 20/09/12	Leave / Comp	Time	Payable Time Last Time Period Total Hours Estimated Gross	20/08/16 - 20/08/29 0 Hours 0	

2. Option to choose from the employee's multiple jobs

Time						
	*Select a Job	Theatre Tech (FFAC 1 Practicum Monitor (FI	Theatre Operations) 🗸	Apply		
Enter Time 20/08/30 - 20/09/12	Leave / Comp	Practicum Monitor (P Theatre Tech (FFAC	roduction Support) Theatre Operations)	1 20/08/16 - 20/0	3/29	
			Total Hours Estimated Gross	s O Hours s O		

3. Leave and Compensatory Time balances are shown as cards, not as rows in a table

Time Leave / Comp Time					
Sick	Vacation	Personal	Medical Appointment	MSA PLAN	
Plan Type Sick	Plan Type Vacation	Plan Type Personal	Plan Type Medical Appointment	Plan Type Comp Time	
Recorded Balance 210.00	Recorded Balance 51.10	Recorded Balance 11.50	Recorded Balance 18.50	Recorded Balance 3.50	
Minimum Allowed -70	Minimum Allowed -70	Minimum Allowed 0	Minimum Allowed 0	As of Date 2018-09-12	
Maximum Allowed 210	Maximum Allowed 99999	Maximum Allowed 35	Maximum Allowed 21	Expiration Period Never	