



PeopleSoft Time and Attendance

Update and Roadmap
Session #102430

Lisa Chow – Product Management Director
Bhadrinath Padmanabharao – Senior Principal Applications Engineer

July 18, 2019

Safe Harbor Statement

The following is intended to outline our general product direction. It is intended for information purposes only, and may not be incorporated into any contract. It is not a commitment to deliver any material, code, or functionality, and should not be relied upon in making purchasing decisions. The development, release, timing, and pricing of any features or functionality described for Oracle's products may change and remains at the sole discretion of Oracle Corporation.

Time and Attendance Agenda

- ❖ Configurability in PeopleSoft
- ❖ Timesheet Attestation and the Acknowledgement Framework
- ❖ Frameworks Demo
- ❖ Recently Delivered Features
- ❖ Partner Story
- ❖ Roadmap



Configurability in PeopleSoft

Configurability helps you go from this:



To this:



Without this:



Why Use Configurable Features?

- In Upgrades, **Configuration is free**, Customizations are not
- Configurable Features are meant to be used by **Functional Users**
- Easily try **different settings** to see what works best
- Able to **Uptake Enhancements** easily

What Do You Mean by Configurable?

- PeopleTools Features
 - Tile Wizards, Homepages, Activity Guides, Event Mapping, Drop Zones
- Enterprise Components
 - Activity Guide Composer, Page and Field Configurator, Fluid WorkCenter Framework, Page Composer, Questionnaire Framework, Data Privacy Framework
- HCM Architecture
 - Acknowledgement Framework, Fluid Attachment Framework, Delegations, HR Notifications, Group Build, File Integration Framework
- Applications
 - Setup Tables, Guided Self-Service



*** Note: This is not meant to be an exhaustive list**

Are They Used in T&L and Absence?

Time and Labor

- Fluid Timesheet Attestation/Acknowledgement – Acknowledgement Framework
- Time Dashboard – Dashboards
- Fluid T&L WorkCenter – Fluid WorkCenters

Absence Management

- Fluid Extended Absence – Activity Guide Composer
- Absence Requests – Fluid Attachments
- Fluid Absence WorkCenter – Fluid WorkCenters



Acknowledgement Framework Implementation

Fluid Time Sheet

Acknowledgement in Fluid Timesheet

TL_INSTALLATION “Use Attestation for Time Reporting”

Fluid Timesheet Options ?

*Default Time Units

Report Time in Quantity

▼

☒ Show Reported Time Status Bar

☒ Use Quick-Fill for Time Detail

☒ Use Attestation for Time Reporting

WORKGROUP settings

Employee Signature Acknowledgement ID

☒ Require Employee Sign-Off on Timesheet

*Employee Signature Acknowledgement ID

FTS01

Q

*Alternate Signature Acknowledgement ID

FTS01

Q

*Message Set

13500

*Message Number

30

Alternate Message

Employee Signature Statement

I hereby certify that the time reported is a true and accurate representation of the time and assignments worked in the period.

Alternate Signature Statement

Elapsed Time

◀

1 July - 7 July 2019

▶

Weekly Period - PS Delivered

Acknowledge Reported Time

×

I hereby certify that the time reported is a true and accurate representation of the time and assignments worked in the period.

Accept and Continue

Acknowledgements in Fluid Timesheet

Uptake on the Timesheet

- Add Acknowledgement Subpage
 - For time sheet, it is added to TL_ESIGN_E_P_SCF
- Create Application Record for Acknowledgement – TL_TS_ESIGN_FL
- Configure an Acknowledgement template – TS1 and TS2 in demo data
- Define logic in Application component for Acknowledgment Rendering
 - CheckAttesation() and FillAttesation() during Save processing

Acknowledgement Framework

Customers Uptake on another Component

- Add Acknowledgement Subpage - HCSC_ESIGN_SBF
- Create Application Record for Acknowledgement – e.g. TL_TS_ESIGN_FL
- Configure an Acknowledgement template
- Define logic in Application component for Acknowledgment Rendering

For More Details on Acknowledgement framework in My Oracle Support:
<https://support.oracle.com/epmos/faces/DocumentDisplay?id=2377140.1>



Acknowledgement Demonstration and Drop Zone Example



Recently Delivered Features

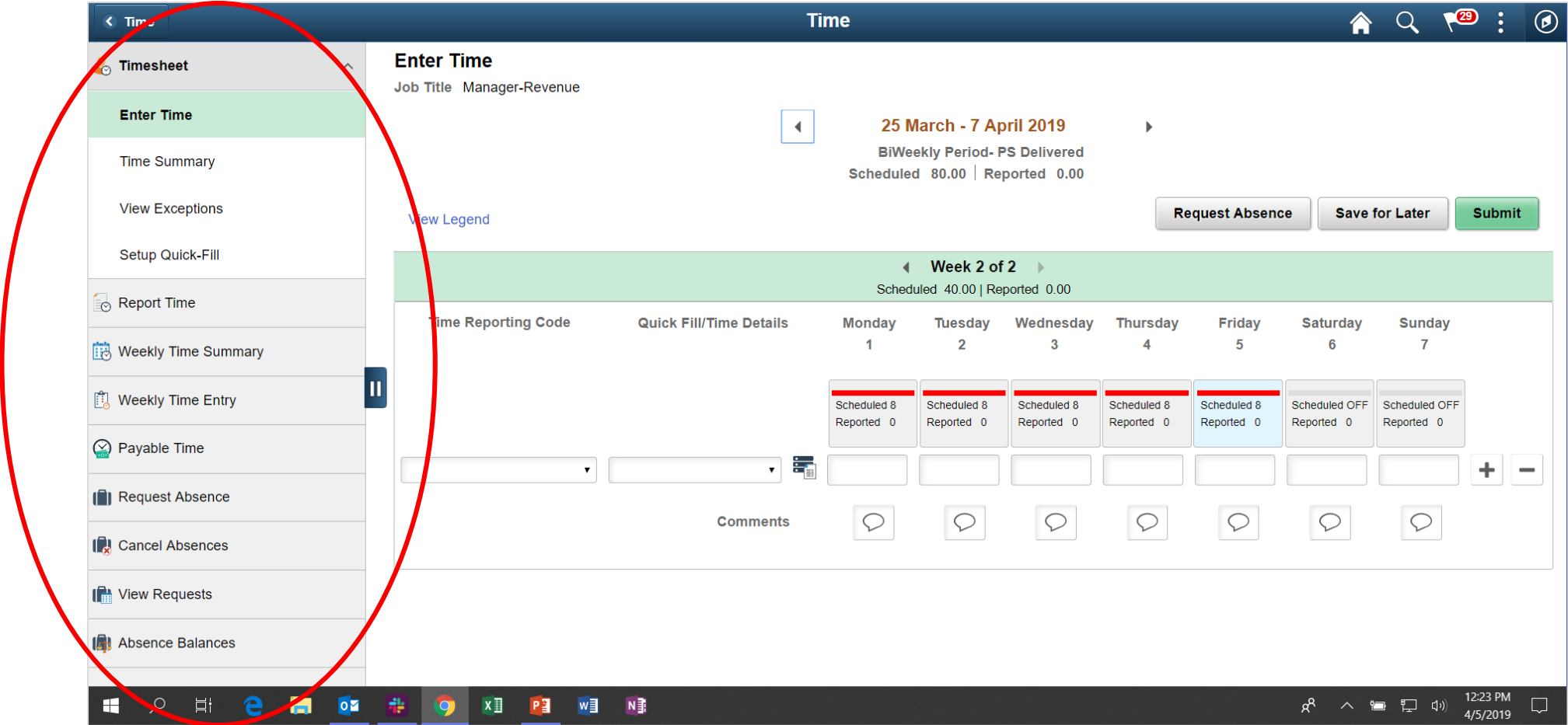
New Page – Weekly Time Entry

- For Elapsed Time Reporters
- “Rapid” Time Entry
- Copy time from Schedule or Previous Week
- Includes Status Bar

The screenshot shows a mobile application interface for "Weekly Time" entry. At the top, there is a blue header bar with a back arrow, the title "Weekly Time", and a menu icon. Below the header, a date range "02/04/19 - 02/10/19" is displayed. A progress bar shows "Reported 24.00" in green and "Scheduled 40.00" in red. The "Options" section includes a dropdown menu set to "Manual Entry". The "Select Days" section features seven circular buttons for the days of the week: MON, TUE, WED, THU, FRI, SAT, and SUN. The "*Time Reporting Code" section has a dropdown menu set to "KUREG - Regular". The "Quick Fill" section has a dropdown menu. The "Quantity" section shows a text input with "8.00" and a label "Hours". The "Time Details" section is currently collapsed. At the bottom, there is a green "Review" button.

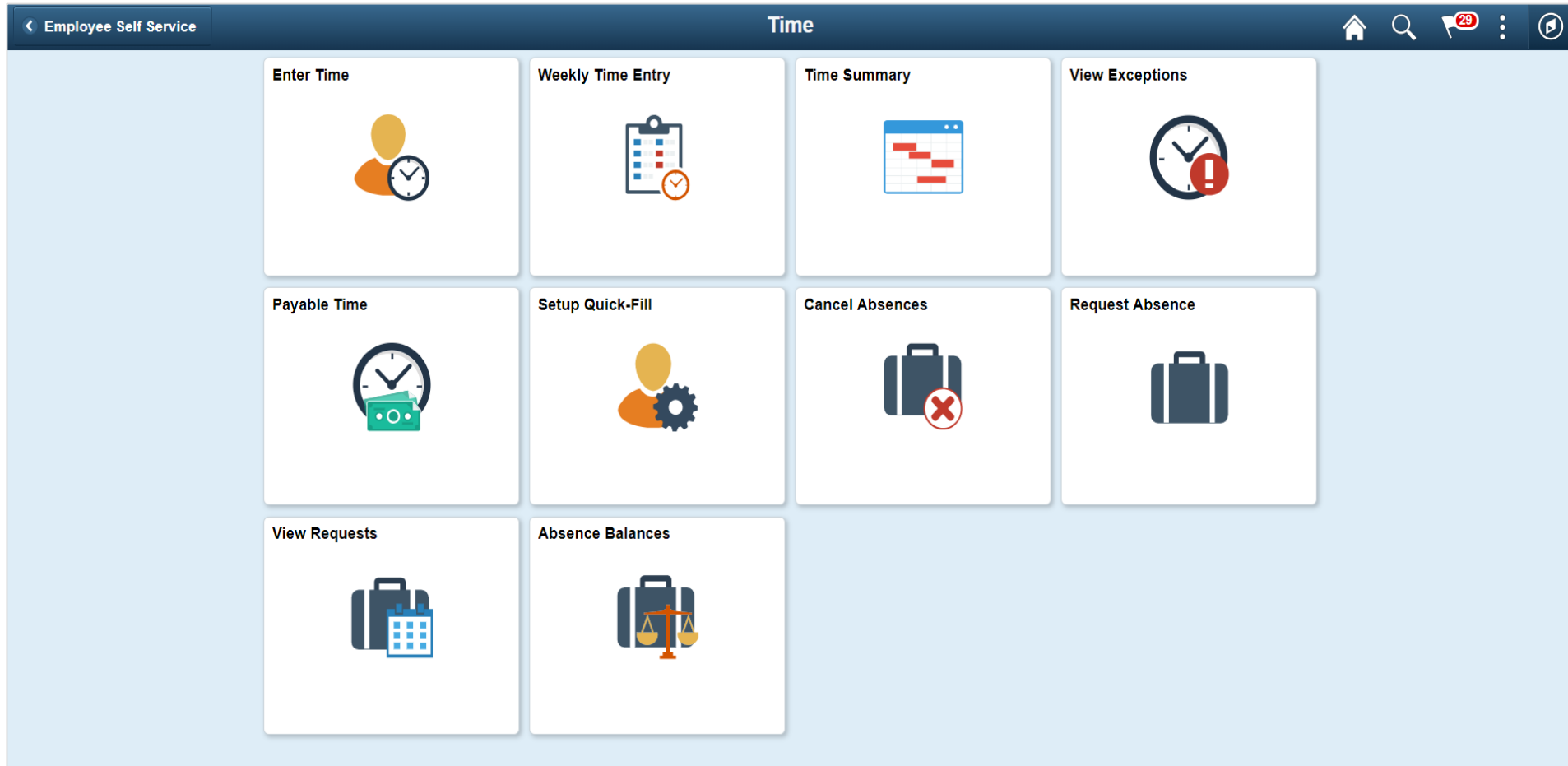
Navigation

Change from Time Navigation Collection



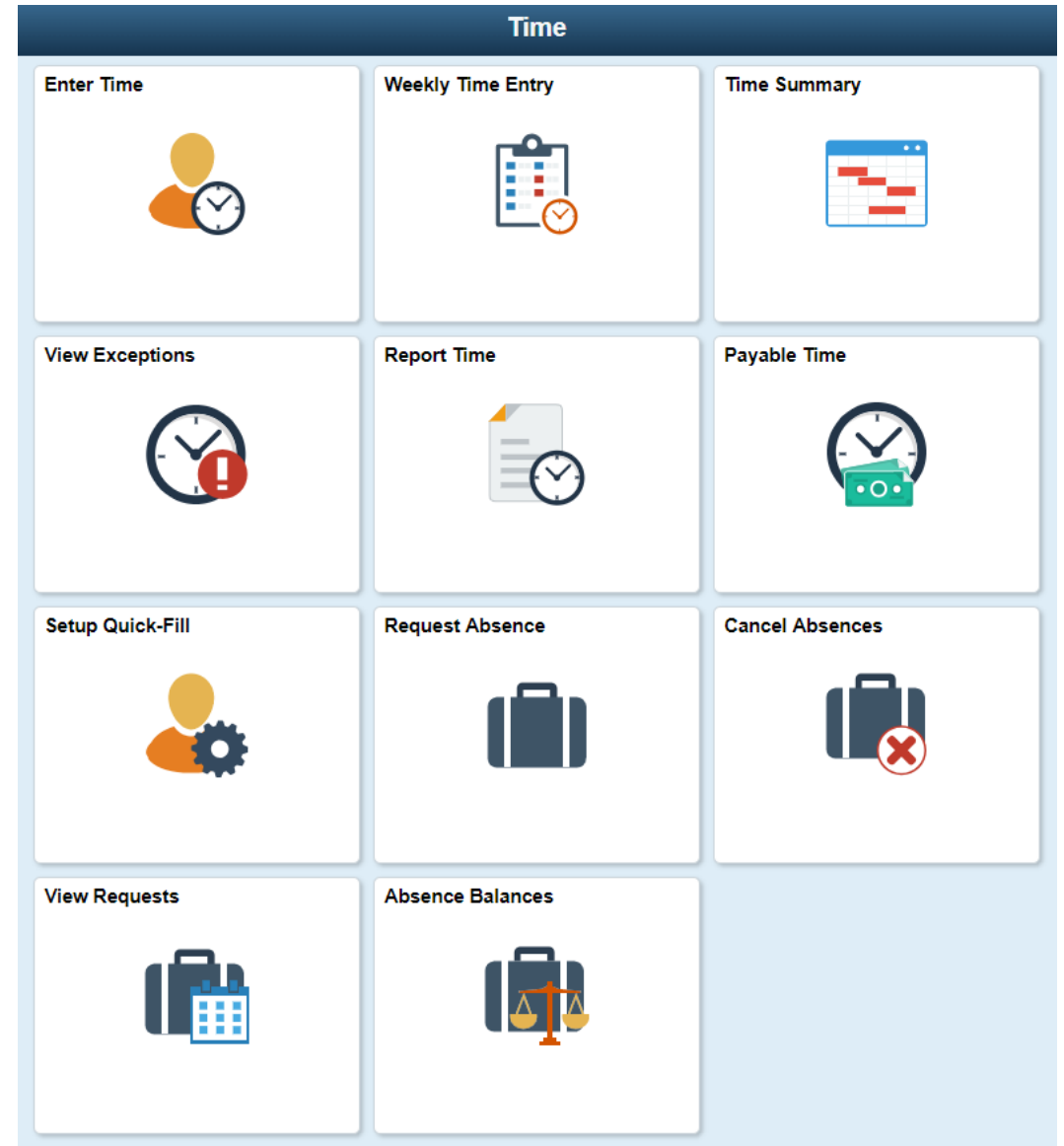
Navigation

To a Dashboard

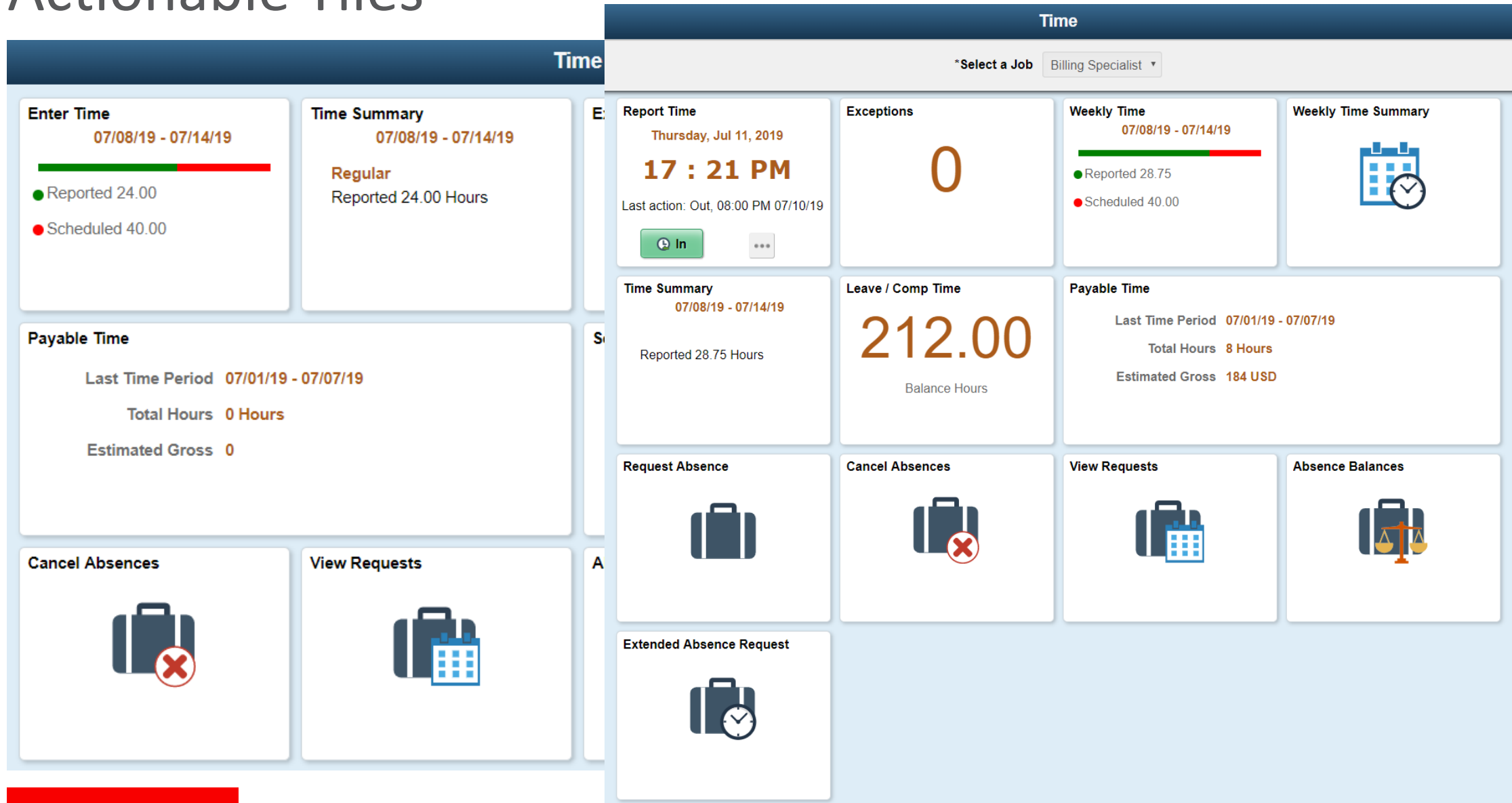


Dashboard Navigation

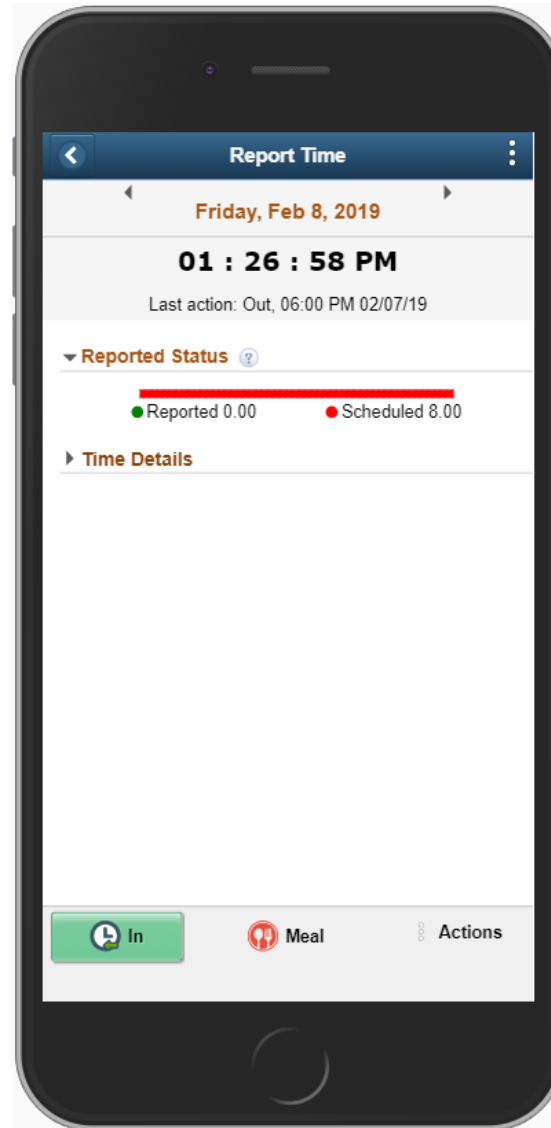
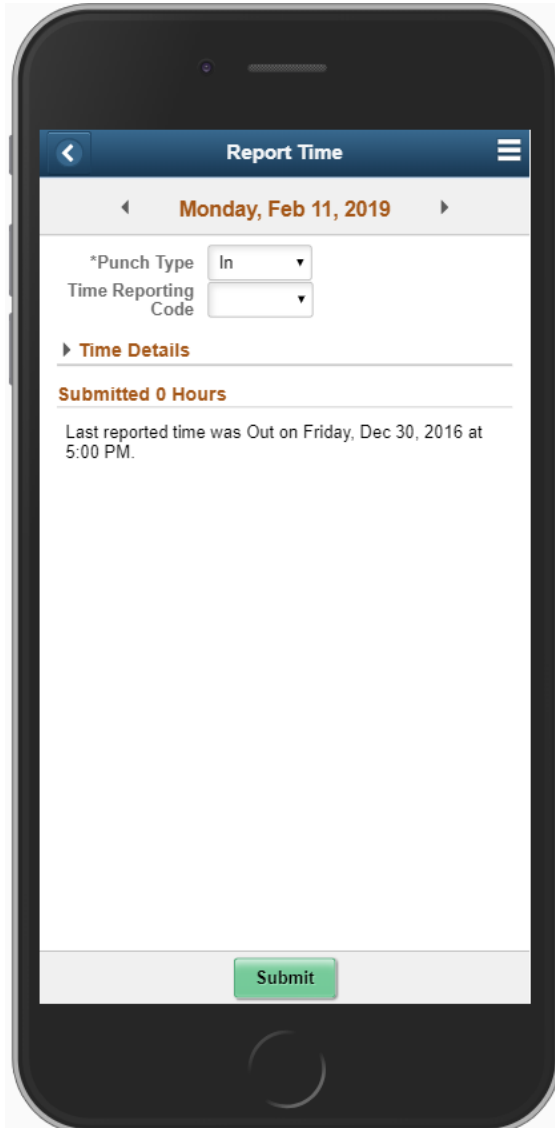
- Why Change?
 - Create Dashboards to match Time Reporter Type
 - Time Reporters can Personalize
 - Less Clicks
 - Administrators can make Tiles Required or Fixed



Actionable Tiles



Report Time Change








- For Punch time reporters
- One-click submission
- Override punch type
- Reported Status

Fluid Reported Time Audit

Workforce Administrator

Time and Labor



Search Options

NameMacKenzie,Kai

*Start Date07/01/2018

Job TitleBilling Specialist

*End Date07/30/2018

Get Rows

● Changed Value

Expand all History rowsNo

&Overview

&Time Reporting Elements

Show All

Status	Action	Date	Time Reporting Code	Punch Type	Punch Date Time	Quantity	Reported Status	Taskgroup	Audit User ID	Audit Date/Time	Audit History
Current		07/02/2018	KUREG	Out	07/02/2018 5:00PM		Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:08.569332AM	
Current		07/04/2018	KUREG	In	● 07/04/2018 7:00AM	● 5.00	Submitted	PSNONTASK	JPATTERSON	02/13/2018 2:24:31.000000AM	▼
Current		07/04/2018	KUREG	Meal	07/04/2018 12:00PM	1.00	Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:08.569332AM	
Current		07/04/2018	KUREG	In	07/04/2018 1:00PM	2.00	Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:08.569332AM	
Current		07/04/2018	KUREG	Break	07/04/2018 3:00PM	0.25	Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:08.569332AM	
Current		07/04/2018	KUREG	In	07/04/2018 3:15PM	● 0.75	Submitted	PSNONTASK	JPATTERSON	02/13/2018 2:24:31.000000AM	▼
Current		07/04/2018	KUREG	Out	● 07/04/2018 4:00PM		Submitted	PSNONTASK	JPATTERSON	02/13/2018 2:24:31.000000AM	▼
Current		07/05/2018	KUREG	In	07/05/2018 8:00AM	4.00	Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:08.569332AM	
Current		07/05/2018	KUREG	Meal	07/05/2018 12:00PM	1.00	Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:08.569332AM	

Fluid Reported Time Audit

Search Options

Name MacKenzie, Kai

Job Title Billing Specialist

*Start Date 07/01/2018

*End Date 07/30/2018

Get Rows

● Changed Value

Expand all History rows ☐ No

&Overview

&Time Reporting Elements

Show All

Status	Action	Date	Time Reporting Code	Punch Type	Punch Date Time	Quantity	Reported Status	Taskgroup	Audit User ID	Audit Date/Time	Audit History
Current		07/02/2018	KUREG	Out	07/02/2018 5:00PM		Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:08.569332AM	
Current		07/04/2018	KUREG	In	● 07/04/2018 7:00AM	● 5.00	Submitted	PSNONTASK	JPATTERSON	02/13/2018 2:24:31.000000AM	^
History	Change	07/04/2018	KUREG	In	07/04/2018 8:00AM	4.00	Submitted	PSNONTASK	JPATTERSON	02/13/2018 2:24:31.784373AM	
History	Add	07/04/2018	KUREG	In	07/04/2018 8:00AM	4.00	Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:03.768539AM	
Current		07/04/2018	KUREG	Meal	07/04/2018 12:00PM	1.00	Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:08.569332AM	
Current		07/04/2018	KUREG	In	07/04/2018 1:00PM	2.00	Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:08.569332AM	
Current		07/04/2018	KUREG	Break	07/04/2018 3:00PM	0.25	Submitted	PSNONTASK	JPATTERSON	12/06/2017 8:04:08.569332AM	
Current		07/04/2018	KUREG	In	07/04/2018 3:15PM	● 0.75	Submitted	PSNONTASK	JPATTERSON	02/13/2018 2:24:31.000000AM	v
Current		07/04/2018	KUREG	Out	● 07/04/2018 4:00PM		Submitted	PSNONTASK	JPATTERSON	02/13/2018 2:24:31.000000AM	v

Enter Time

Enter Time
Job Title Accounting Clerk

28 January - 3 February 2019
Weekly Period - PS Delivered
Scheduled 40.00 | Reported 46.38

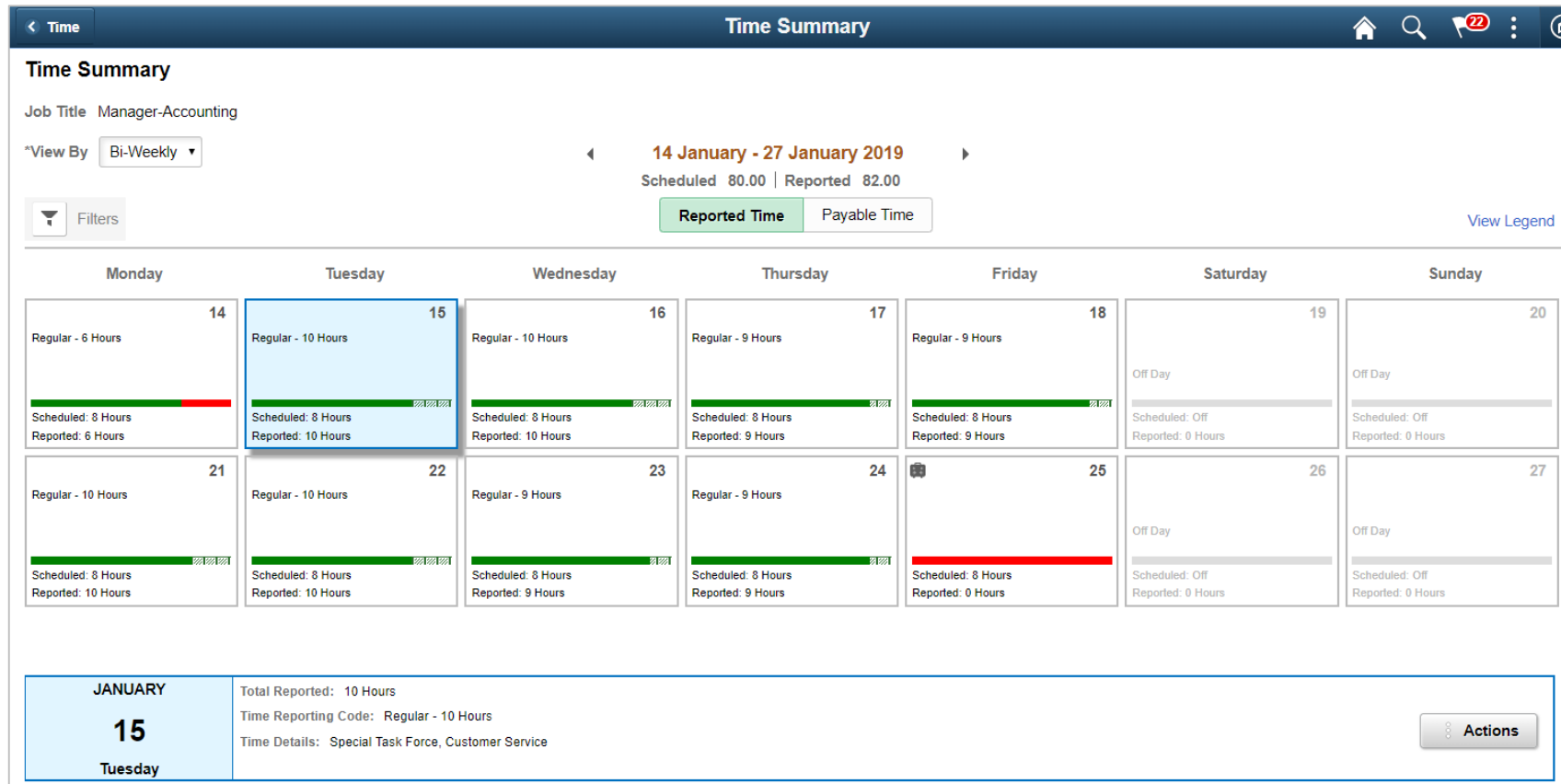
[View Legend](#)

Show All Punch Columns Clear Save for Later Submit

Day Summary	In	Break	In	Lunch	In	Out	Time Details	Comments
28 Monday Jan Reported 9.01 / Scheduled 8.00 ✓	8:00:00AM	10:00:00AM	10:15:00AM	12:31:00PM	1:30:00PM	6:00:00PM		
29 Tuesday Jan Reported 9.96 / Scheduled 8.00 ✓	8:02:00AM			12:30:00PM	1:00:00PM	6:30:00PM		
30 Wednesday Jan Reported 9.16 / Scheduled 8.00 ✓	8:05:00AM	10:00:00AM	10:20:00AM	12:30:00PM	1:15:00PM	6:00:00PM		
31 Thursday Jan Reported 9.73 / Scheduled 8.00 ✓	8:01:00AM	10:00:00AM	10:15:00AM	12:30:00PM	1:15:00PM	6:30:00PM		
01 Friday Feb Reported 8.50 / Scheduled 8.00 ✓ ⚠	8:00:00AM	10:00:00AM	10:10:00AM	12:30:00PM	1:30:00PM	5:30:00PM		
02 Saturday								

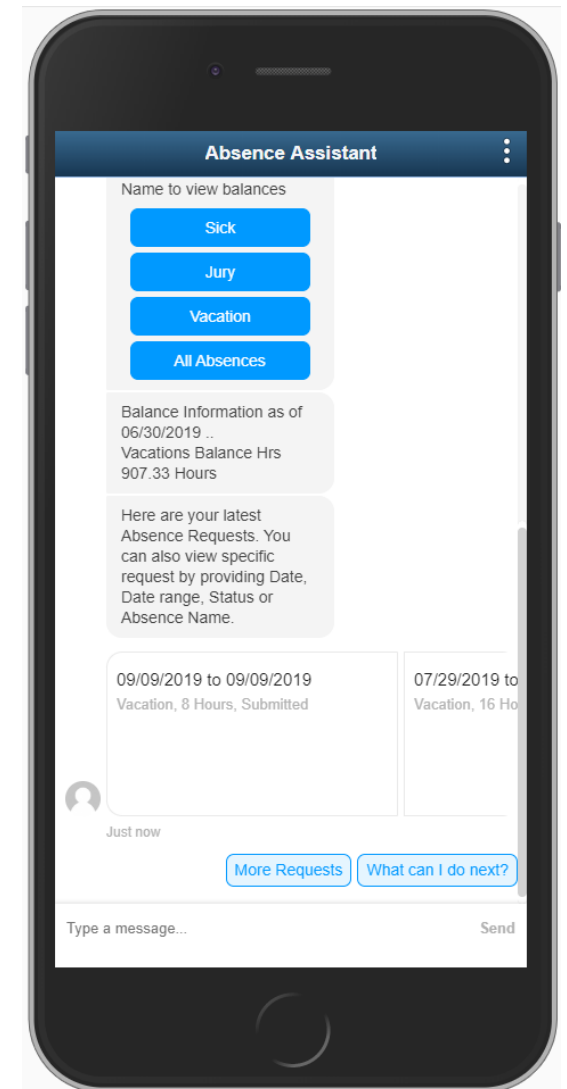
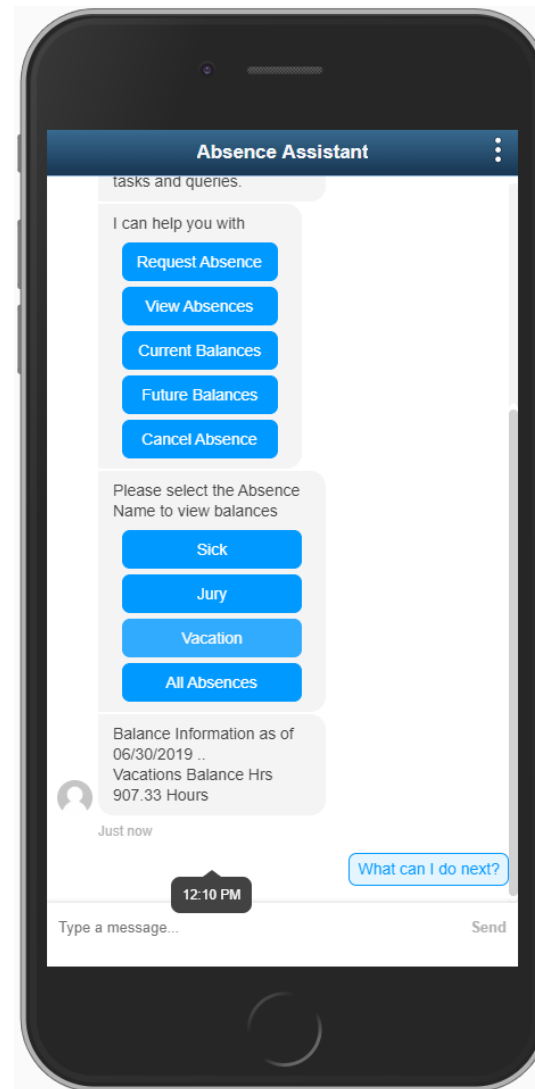
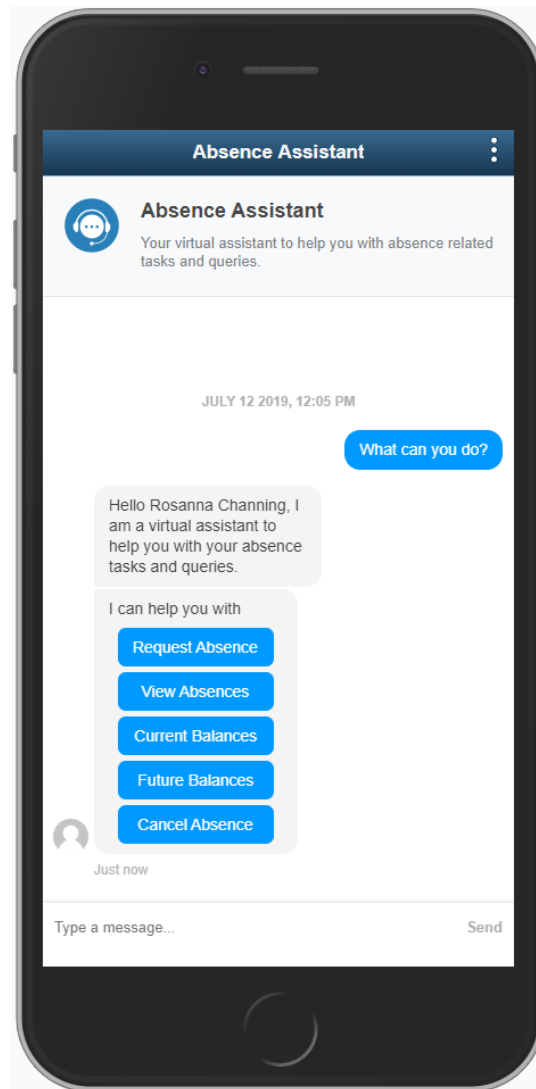
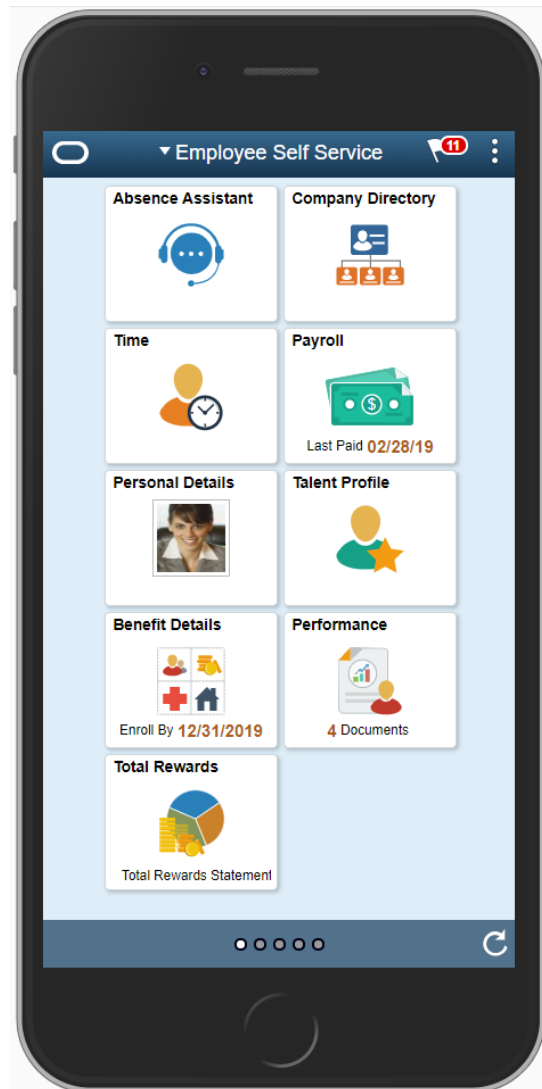
- For Elapsed and Punch time reporters
- Status Bar is Configurable
- Can be used With/Without Schedules

Time Summary



- For Elapsed and Punch time reporters
- View Reported or Payable Time
- View By Default Period or Selected Period

Absence Chatbot



Fluid Extended Absence

✕ Exit

Extended Absence Request

⋮

Absence Name FMLA Maternity

Absence Type FMLA Maternity

Status New

Next >

1

Absence Information

Visited

2

FMLA Eligibility

Visited

3

Attachments and Notes

Visited

4

Review and Submit

Not Started

Step 1 of 4: Absence Information

* Start Date

08/01/2019

*Expected Return Date

09/13/2019

Actual Return Date

Absence Reason

Birth of Child

Current Balance

0.00

**

Comments

Save

Fluid Extended Absence

✕ Exit

Extended Absence Request

Absence Name FMLA Maternity

Absence Type FMLA Maternity

Status New

< Previous

Next >

1 Absence Information
Visited

2 FMLA Eligibility
Visited

3 Attachments and Notes
Visited

4 Review and Submit
Not Started

Validate Sections

Use this Template form to enter Employee Extended Absence Request related information. In order to save your data entry updates, please navigate back to the Extended Absence Request page using the Return to Extended Absence Request link. Your Extended Absence Request must be saved in order for changes to go into effect.

Medical Certification

The information in this section is to be completed by your FMLA Administrator and will not be shared with Management or any other party

Original Due Date

Extended Due Date

Incomplete Received Date

Complete Received Date

Certification Completed

Chronic Condition

Frequency

Duration

Miscellaneous

Physician Name

Certification Date From

Certification Date To

FMLA Eligibility (Employee)

Eligibility details

Employee's Spouse works for the same company ☐ No

What is the Spouse's employee number?

Federal Eligibility

Fluid Extended Absence

✕ Exit

Extended Absence Request

Absence Name FMLA Maternity
Absence Type FMLA Maternity
Status New

< PreviousNext >

1 Absence Information
Visited

2 FMLA Eligibility
Visited

3 Attachments and Notes
Visited

4 Review and Submit
Not Started

Step 3 of 4: Attachments and Notes

Save

Attachments and Notes

Add AttachmentAdd Note

Document	Description	Type	Attached By	Attached	Status	
Drs_Note.docx	Doctor's Note	Attachment	Cindy Bryson	07/11/19 06:32:27 PM	Active	>

1 row

Fluid Extended Absence

✕ Exit

Extended Absence Request

Absence Name FMLA Maternity

Absence Type FMLA Maternity

Status New

◀ Previous

Submit

1

Absence Information

Visited

2

FMLA Eligibility

Visited

3

Attachments and Notes

Visited

4

Review and Submit

Visited

Step 4 of 4: Review and Submit

Absence Type FMLA Maternity

Absence Take FMLA Maternity

Start Date 08/01/2019

Expected Return Date 09/13/2019

Actual Return Date

Absence Reason Birth of Child

Current Balance 0.00 **

Comments

► FML Eligibility

Fluid Extended Absence

[< Extended Absence Request](#)[View Extended Absence](#)

Absence Type FMLA Maternity

Absence Name FMLA Maternity

Status Approved

Absence Requests

Add absence

Extended Absence Details

Start Date	08/01/2019
Expected Return Date	09/13/2019
Actual Return Date	
Absence Reason	Birth of Child
Current Balance	0.00 Hours
Comments	

Attachments and Notes

No Document has been attached.

FMLA Eligibility

>

Request History

>

Approvals Chain

>

And More for Time and Labor...

- Fluid Approval for Reported Time
- MSS Delegations
- Archive Reported and Payable Time with Approvals
- Auto Approval of Time Entered by an Approving Manager
- Fluid Timesheet Acknowledgement
- Fluid Attendance Violations
- Fluid Leave and Compensation Balances
- MSS Fluid Time Pages (Enter Time, Weekly Time, Time Summary)
- Added Drop Zones to Time and Labor Fluid pages

And More for Absence Management...

- Absence Integration from the Fluid Timesheet
- Ability to call Country Specific logic from ESS and MSS Absence Management pages
- Added Attachment Support for Fluid Absence Cancellations
- Enhanced Attachment Support for Administrator-initiated Absence requests and Approvals
- Added Delegation functionality for Fluid Absence Self Service
- Fluid Approvals for Extended Absences
- Added Drop Zones to Absence Fluid pages



Features Demonstration

Fluid Timesheet

- First introduced in Image 25 for Elapsed Time
- Delivered a Punch Timesheet in Image 27
- Manager Self Service page delivered in Image 28
- Final piece of classic replacement – Attendance Violations, was delivered in Image 31
- Classic Timesheet will be de-supported as of 1/1/2022



Experienced Partners

Presence of IT

*These partners submitted
qualifying case studies in this
subject area*

Time and Labor Case Study

- The new Fluid Timesheet delivered in P127 was adopted by Endeavour Foundation in the Not for Profit sector within 8 weeks of the functionality being generally available to customers. Endeavour Foundation was able to reduce a large number of customizations and improve user experience by leveraging the delivered functionality of the Fluid Timesheet including improved navigation using tiles and enabling alerts and notification.

Drivers

- Selective adoption on an ongoing basis
 - De-customization
 - Intuitive UI (especially considering that Endeavour employees a large number of employees with mental / physical disabilities)
- Partner: Presence of IT



Roadmap

Roadmap Highlights for

Time and Labor

- Add Effective Date to Value Lists
- Time and Labor Fluid WorkCenter
- Retro Timecard Correction Alert
- Employee Self-Service for Scheduling
- Manager Self-Service for Scheduling
- Timesheet Lockdown – Allow During Current Pay Period
- Fluid Delegations – Uptake Framework

Roadmap Highlights for

Absence Management

- Capture Start and End Times on Absence Requests
- Ability to specify Leave Accrual by Payroll Status
- Forecasting Enhancements
- Add Comments when making Adjustments
- Future Approved Request Invalid Notification
- Absence Requests on Timesheets to follow Absence Approvals Rules
- Absence Request Attachment for Admin Page
- Fluid Delegations – Uptake Frameworks
- MSS Fluid Absence Calendar View
- ESS Fluid Absence Calendar View

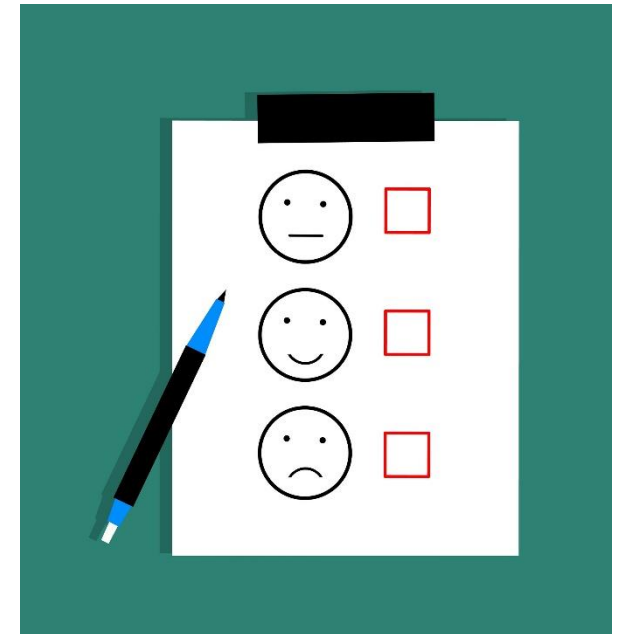
Remember to use Configuration so that you end up with happy users, like this!



Don't forget to fill out your Survey!

Time and Attendance – Update and Roadmap

Session #102430



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