

# (21A) Oracle HCM Cloud: Payroll Project Team Training

Oracle Global Human Resources Cloud

DURATION

**1 Days**

MODULES

**13 Lectures**

COURSE CODE

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## Course Overview

This course prepares project teams to implement Oracle HCM Cloud: Payroll Project Team Training. Learn the key concepts, configuration options, and best practices for successful deployment.

## What You Will Learn

### Module 1: Course Overview and Payroll Introduction

- Course Overview
- Objectives
- HCM Cloud Suite of Products
- HCM Cloud Key Features
- What Is Project Team Training?
- HCM Cloud Global Payroll
- Course Objectives
- Project Team Training Focuses On
- Summary

### Module 2: Payroll User Experience Overview

- Objectives
- News Feed Experience
- Global Area
- Navigator
- Global Search
- Role-Based Quick Actions
- Things to Finish
- Infolets
- Settings and Actions
- Work Area: Setup and Maintenance (FSM)
- Work Area: Payroll

- Quick Actions: Payroll
- Key Decisions
- Summary

### Module 3: Common Payroll Configuration

- Objectives
- Individual Compensation Plan Configuration
- Geography Structure
- Manage Geographies
- Manage Legal Jurisdiction
- Legal Jurisdiction Tax Data
- Legislative Data Group
- Legal Entity
- Legal Entity, Legal Employer, Payroll Statutory Unit, Tax Reporting Unit
- Legal Entity HCM Information
- Legal Reporting HCM Information
- Manage Features by Country or Territory
- Key Decisions
- Summary

### Module 4: Payroll Configuration - Payroll Definitions and Run Setup

- Objectives
- Payroll Configuration Task Overview
- Consolidation Groups
- Payroll Definition: Overview
- Payroll Definition
- Run Types
- Time Definitions
- Key Decisions
- Summary

### Module 5: Payroll Configuration - Payroll Elements and Fast Formulas

- Objectives
- Payroll Configuration Task Overview
- Payroll Elements: Overview
- Payroll Element Components
- Elements and the Payroll Employment Model
- Payroll Element Classifications
- Payroll Element Templates
- Element Template Sections
- Element Eligibility Rules
- Fast Formula
- Formula Types for Payroll
- Defining Fast Formulas

- Key Decisions
- Summary

## Module 6: Payroll Configuration - Balances, Events, and Costing

- Objectives
- Payroll Configuration Task Overview
- Balance Definitions
- Generated Balances and Database Items
- Balance Initialization
- Event Groups
- Proration Event Group
- Event Groups and Elements
- Event Notifications
- Object Groups
- Element Object Groups
- Person Object Groups
- Cost Allocation Key Flexfields
- Key Decisions
- Summary

## Module 7: Payroll Configuration - Payment Methods

- Objectives
- Payroll Configuration Task Overview
- Organizational Payment Methods
- Third Parties
- Third-Party Payment Methods
- Personal Payment Methods
- Payment Method Preferences
- Key Decisions
- Summary

## Module 8: Payroll Employee Tasks - Payroll Relationships and Element Entry

- Objectives
- Payroll Relationship
- Payroll Relationship Details
- Payroll Frequency Details
- Element Duration Dates
- Payroll Status
- Element Entry Methods
- Manual Entry
- Bulk Entry
- Automatic Entry
- Key Decisions
- Summary

## Module 9: Payroll Employee Tasks - Calculation Cards and Retroactive Processing

- Objectives
- Calculation Cards
- Balance Adjustments
- Retroactive Processing Overview
- Retroactive Events
- Retroactive Event Notifications
- Recalculate Payroll for Retroactive Changes
- View Retroactive Run Results
- Key Decisions
- Summary

## Module 10: Payroll Processing - Payroll Flows and QuickPay

- Objectives
- Calculating Payroll Overview
- Payroll Calculation Parameters
- Payroll Result Processing
- Verifying Payroll Results
- Payroll Flow Patterns Overview
- Payroll Flow Pattern Checklist
- Payroll Flow Patterns
- QuickPay Overview
- Scope of QuickPay Corrections
- Calculate QuickPay
- Key Decisions
- Summary

## Module 11: Payroll Processing - Correcting Errors

- Objectives
- Payroll Corrections Overview
- Correcting Payroll Results
- Void Payments
- Correcting Payment Results
- Payment Choices After Voiding
- Rollback Error Employees
- Corrections Using QuickPay
- Manage Corrections in Checklists
- Correct and Retry Results
- Correct and Roll Back or Reverse Results
- Summary

## Module 12: Supporting Tools and Extensibility

- Objectives

- Functional Setup Manager (FSM)
- FSM Benefits
- Opt-in to Offerings and Features
- Configuration Using Functional Areas
- Role-Based Security Overview
- Security
- HCM Import
- HCM Data Loader (HDL)
- Spreadsheet Data Loader (HSDL)
- HCM Export Tools
- Approvals
- Approval Notifications
- Approval Rule Configuration
- Extensibility Overview
- HCM Experience Design Studio
- Transaction Design Studio
- Page Composer
- Key Decisions
- Summary

## Module 13: Next Steps and Additional Resources

- Objectives
- Oracle University Cloud Learning Subscriptions
- Cloud Learning Subscription – Explorer
- Cloud Learning Subscription – Key Features
- Related Training and Next Steps
- Cloud Customer Connect
- Additional Resources
- Summary