



# SuccessFactors EC Updates – Q4 2016

# 1. Attachments enabled for personal Information

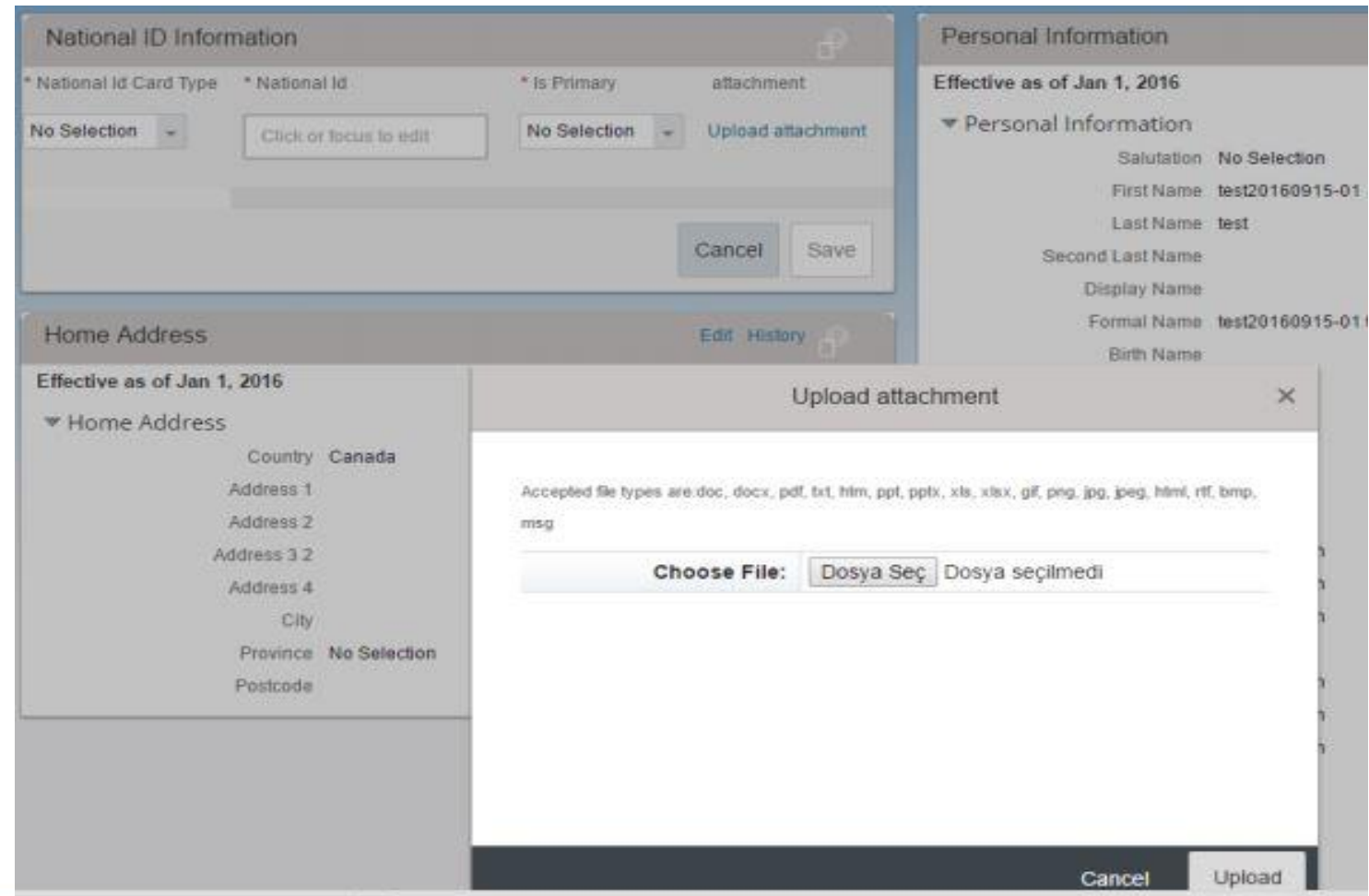
**Type:** Admin-opt

**What is it:** Now we can add attachments to the portlets in personal Information.

(ESS) Address, Biographical Information, National ID.

**Importance:** Many customers needs to attach legal documents or certifications to the respective portlets.

**Prerequisites:** Appropriate configuration in SDM and permission settings.



## 2. Set Role Based Permissions for Pay Target

**Type:** Admin opt-in

**What is it:** A new permission option allows to individually control the access to Edit/ View Pay Targets by role.

**Importance:** Pay targets are sensitive information Like any information in the compensation context, which need to be permissioned as individual as possible and should not be map with other permissions.

**Prerequisites:** Appropriate setting of the permission roles

Permission settings

Specify what permissions users in this role should have.

Category	View	Edit
Starting Salary	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Willing to Relocate	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>HR Information</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Person Info	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
National Id Card	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Phone Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Email Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Business Email Address	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Social Accounts Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Personal Contacts	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Direct Deposit	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Global Assignment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Work Permit Info	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Pay Targets</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Done Cancel

### 3. Rehire Process: Defaulting of data from previous employment to be configurable

**Type:** Admin opt-in

**What is it:** The defaulting of data in the rehire screen has been made a subject to customizing. In the configuration it is decided per section in new hire (Personal Information, Job Information, and Compensation Information) whether the fields are defaulted from the existing data in the inactive employment

**Importance:** When rehiring an inactive employee in EC, the current behavior of the Rehire transaction to copy data from the previous employment (for defaulting purposes) is not desired by many customers. Some have data security concerns others find it confusing and stress that the bulk of the fields is overwritten anyway .

#### Hire/Rehire Configuration: Hire/Rehire Cor

* Code	MATCHINGU
Title	Hire/Rehire (
* Status	Active
Enable search for employees using first name and last name	No
Enable search for employees using first name and date of birth	No
Enable search for employees using last name and date of birth	No
Enable search for employees using first name, last name, and date of birth	No
Enable search for employees using national ID	No
Default Personal Information during rehire	Yes
Default Job Information during rehire	Yes
Default Compensation Information during rehire	Yes

#### 4. Off cycle event batch: New parameters which control frequency and execution day of the run

**Type:** Admin opt- in

**What is it :** Off-cycle event batch processes which can manage data changes based on time event (anniversaries of the hire date, pay grade level, probation date, etc... run on a daily bases. You can now parameterize them to run only weekly or monthly on a specific day.

**Importance:** Processes like an grad step progression based on seniority or age don't require a daily run. In such cases it's much more efficient to run them once a week or month. By parameterizing the process to run on a specific date (like the 15th of each month) you can make sure that all employees due to a change are updated right in time for the next payroll run

Off Cycle Event Batch:

\* Code:

\* Associated Rule:

\* Base Object:

Off Cycle Event Batch User Group:

Include all matched records in every run:

Include inactive records:


\* Status:

Frequency:

Day of Execution:

toFilter

\* Filter Field:  \* Operator:  \* Offset:  \* Offset Unit:  (1) More

[Details](#) 

## 5. Asking sensitive for amount fields

**Type:** Admin opt-in

**What is it:** The tag that allowed to mask string-type fields can now be also applied for amount fields (of type double). This allows you to have those field masked when the screen is initially rendered. Then only if the user clicks the field it reveals it's content.

**Importance:** In the context of compensation users often feel more comfortable if certain amount fields are masked by default and they activate their content only when they feel comfortable and no one can view their screen.

**Prerequisites:** Appropriate setting of field properties in the SDM.

Compensation Information	
Effective as of Nov 9, 2015	
Pay Type	Salaried
notes	Previous PCG_Bakers > 10
Pay Group	
Is Eligible For Benefit	Yes
Is Eligible For Car	No
Benefits Rate	0
Compa Ratio	***** [Click to View]
Range Penetration	2,574.198%
Payroll System Id	
Payroll Id	
Is Highly Compensated Employee	No
Pay Range Name custom_string_FO	PRRSRI-001 (PRRSRI-001)
Pay Range Min	
Pay Range Max	
Pay Range Currency	
ml_PCG_withCurrency (ml_PCG_withCurrency)	114,459.5 GBP
PCG_Bakers (PCG_Bakers)	207,935.8 AUD
ml_PCG_woCurrency (ml_PCG_woCurrency)	205,942 AUD
AnnualizedSalary (AnnualizedSalary)	211,400 USD
Total Earning Opportunity (TEO)	222,000 USD

**Type: Universal**

**What is it:** Configure Side Panel for Position Org Chart

**Importance :** Customer can add/ remove sections or change the sequence. Note: this is a global setting.

**Prerequisites:**

Configuration: 'Admin Center' -> 'Org Chart Configuration' -> 'Position Organization Chart

## 7. Global Assignment in Position Side Panel – Position Management

**Type: Universal**

**What is it:** Global Assignment in Position Side Panel

**Importance:** Beyond the icon on position card, there is now more information available for incumbents being on global assignment (home and host).



## 8. Right to Return' in Position Side Panel - Position Management

**Type:** Universal

**What is it:** 'Right to Return' in Position Side Panel

**Important:** If an incumbent has a right to return to original position (once the current assignment ends), user can now access detailed information (if permissioned) in Side Panel.

## 9. Adding checks for CO API mapping rule

### **Type: Universal**

**What is it:** Adding checks for CO API mapping rule when creating requisitions from Position OrgChart. Please see also Check Tool in Admin Center.

### **Important:**

To improve the data flow to RCM the following checks have been added:

1. Check if FieldNames in the mapping rule are valid, if the Requisition is created in Position OrgChart and
2. In case the field is of type 'Date' it is being checked, if the FieldValue is valid

**Type:** Admin opt-in

**What is it:** You can now enable workflows for the Work Permit portlet to have the creation, deletion and the maintenance of work permit data approved. This feature follows the standard workflow process where changes can trigger approval workflows for the defined person(s).

**Important:** It allows companies to have employees themselves maintain their personal document/work permit data.

Back to: [Home Page](#)

## Do you approve this request?



### Personal Documents Information change For Carla1 Grant

Initiated by Admin 123 on 04 October 2016

Effective Date 04 October 2016

[View Workflow Participants](#)



Carla1 Grant  
Administrative Assistant  
No Direct Subordinates

### Activity



Initiated by Admin 123 on 04 October 2016.

## Personal Documents Information

Country	Document Type	Document Title	Document Number	Issue Date	Issue Place	Issuing Authority	Expiry Date	Validated Attachments
6093	Limited Work Permit		DE3478989698132	01/10/2016	Berlin	Embassy	30/09/2020	No

## Comment



Write a comment

Post

**Type:** Admin opt-in

**What is it:** New option to manage workflow requests from the new homepage including

- sorting of workflow requests
- filtering out certain workflow requests and
- mass-approval to approve several requests at once

**Important:** It allows managers and HR admins a more efficient way of managing workflows.

Prerequisites Use of the new homepage

Hide Filter Bar Go

Event Reason: No Selection | 
 Request Type: No Selection | 
 Requested for:  | 
 Effective Date Range: MMM d, y - MMM d, y  | 
 Initiated by:  | 
 Initiated Date Range: MMM d, y - MMM d, y

My Workflow Requests (27)

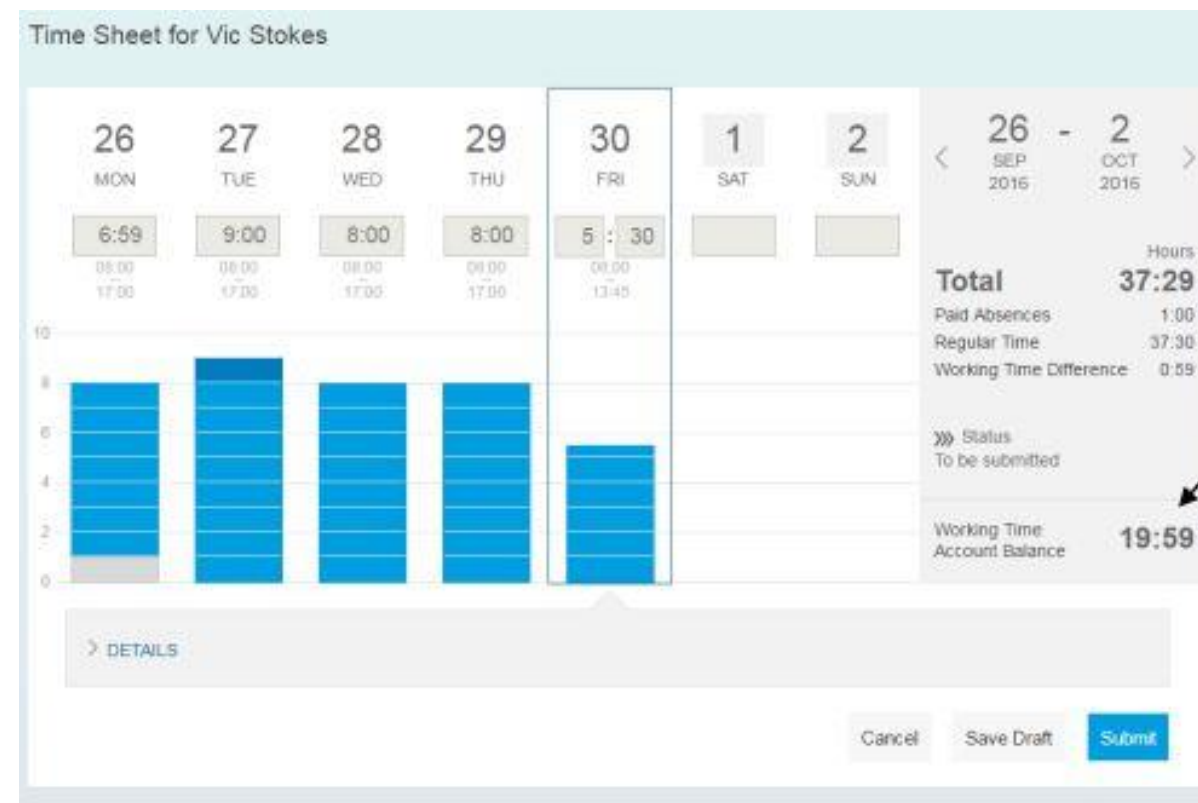
			✓ Approve
	Employee Time Sheet for Joaquin Joaquin CEO N/A	Start Date : 07/10/2016 End Date : 07/16/2016	Delegated by alan2 Lake2 on September 29, 2016  <span style="float: right;">✓ Approve</span>
	Employee Time Sheet for Sultan Sultan CEO N/A	Start Date : 08/14/2016 End Date : 08/20/2016	Delegated by alan2 Lake2 on September 29, 2016  <span style="float: right;">✓ Approve</span>
	Global Assignment for Adriana Adriana CEO N/A		Initiated by adminf middle-ep-qcd pwd on April 26, 2016 Effective on February 2, 2015  <span style="float: right;">✓ Approve</span>
	Change BusinessUnit	Corporate Global Services	Initiated by adminf middle-ep-qcd pwd on March 11, 2016 Effective on January 1, 1990  <span style="float: right;">✓ Approve</span>
	Transfer - Bus. Unit Change for alan2 Lake2 Director, Marketing Atlanta (US_ATL)		Initiated by adminf middle-ep-qcd pwd on June 12, 2015 Effective on June 12, 2015  <span style="float: right;">✓ Approve</span>
	Employment Details change for Jake Adger Product Manager US_SFO (US_SFO)		Initiated by Alain Bagot on May 1, 2015 Effective on July 10, 2015  <span style="float: right;">✓ Approve</span>

## 12. Flexible working time with Working Time Accounts - EC Time

**Type:** Admin opt-in

**What is it:** Flexible working time via working time accounts. System calculates real time the recorded times against planned times. When employee works less a minus posting is triggered to the working time account, when he works more a plus posting is triggered.

**Importance:** Allows to balance out days with heavy workload with days with less workload. Allows employees to bring in balance private needs with business life. Allows employers not having to pay immediately overtime premium when employee works longer, cause it gets balanced out via the working time accounts.



# 13. Time Valuation Trace – EC Time

## Type: Admin opt-in

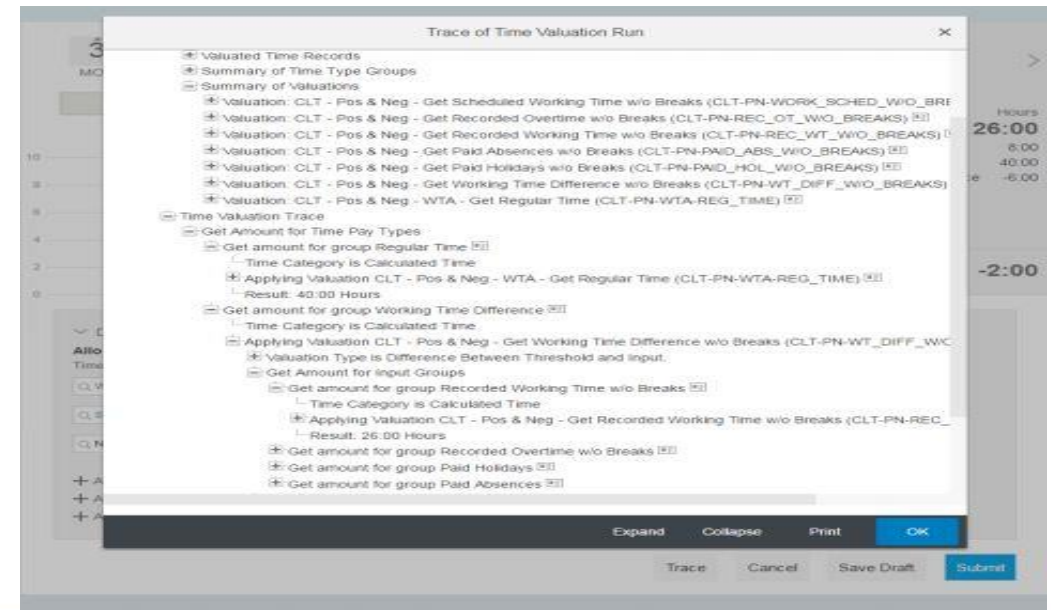
**What is It:** Time Valuation trace allows for time admins to analyze exactly how and what the time valuation has calculated.

**Important:** When employees got question on overtime calculation or pay type generation the time administrator can switch on the time valuation trace, analyze what the time valuation calculates for a time sheet week and explain employees what and why the time valuation has produced a specific result. When time sheet is implemented the time valuation trace is a good tool for consultants to check their time evaluation configuration and to analyze if the configured rules provide the correct result.

## Prerequisites:

Time Sheet.

Authorization for time valuation trace.





## 14. Split and Delimit of Absences – EC Time

### Type: Admin opt-in

**What is it:** Absence times can automatically be splitted by an recorded overlapping absence. **Important:** Employees goes 3 weeks on vacation. Within the vacation the employee gets 1 week ill. The system does currently not allow to record this overlapping absence. The previous record needs to be splitted manually

and the new record inserted. This is

a cumbersome and error-prone process.

The new feature “split and delimit” does

this automatically. The new record gets

inserted, the previous vacation record

automatically splitted or delimited. The

exact behavior can be configured on a

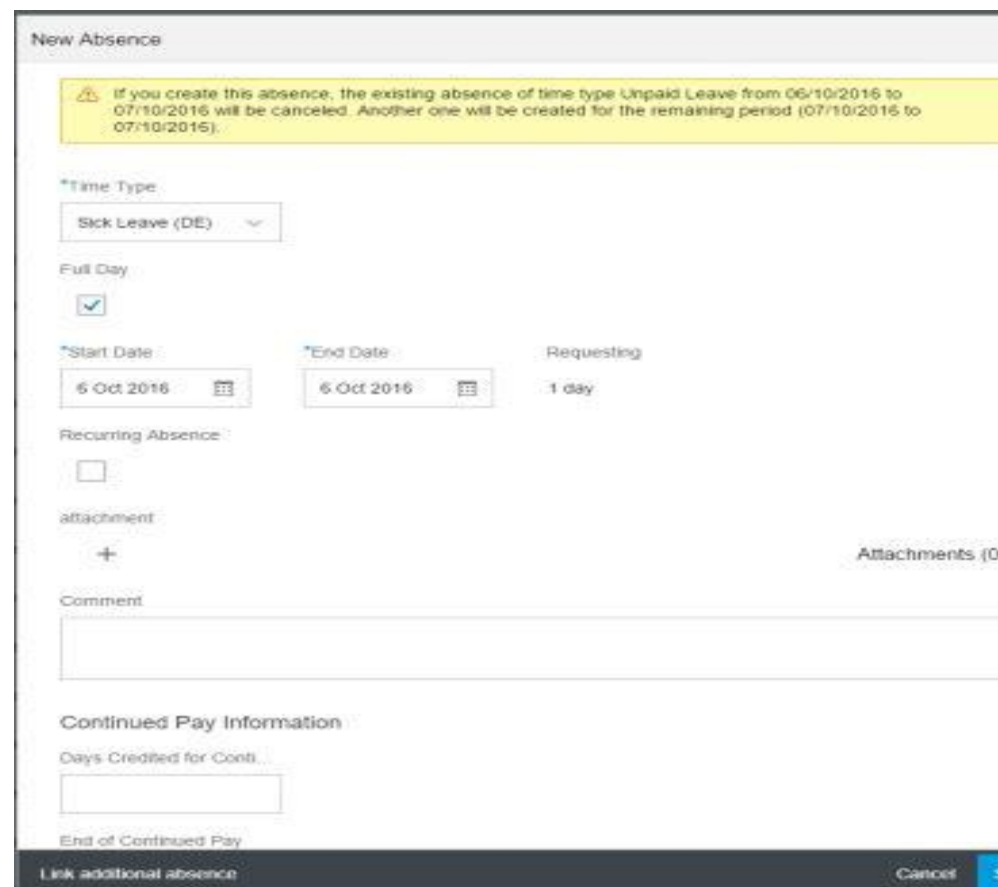
“collision group” level. Split and delimit

is limited to absence recording in the

time admin workbench and import of

absence. Employee Self Service is not supported.

### Prerequisites: Time Off



**New Absence**

**Warning:** If you create this absence, the existing absence of time type Unpaid Leave from 06/10/2016 to 07/10/2016 will be canceled. Another one will be created for the remaining period (07/10/2016 to 07/10/2016).

\*Time Type: Sick Leave (DE)

Full Day:

\*Start Date: 6 Oct 2016   \*End Date: 6 Oct 2016   Requesting: 1 day

Recurring Absence:

attachment: +   Attachments (0)

Comment:

Continued Pay Information: Days Credited for Conti.

End of Continued Pay:

Link additional absence   Cancel   Save

# 15. Absence recording in Time Sheet - EC Time

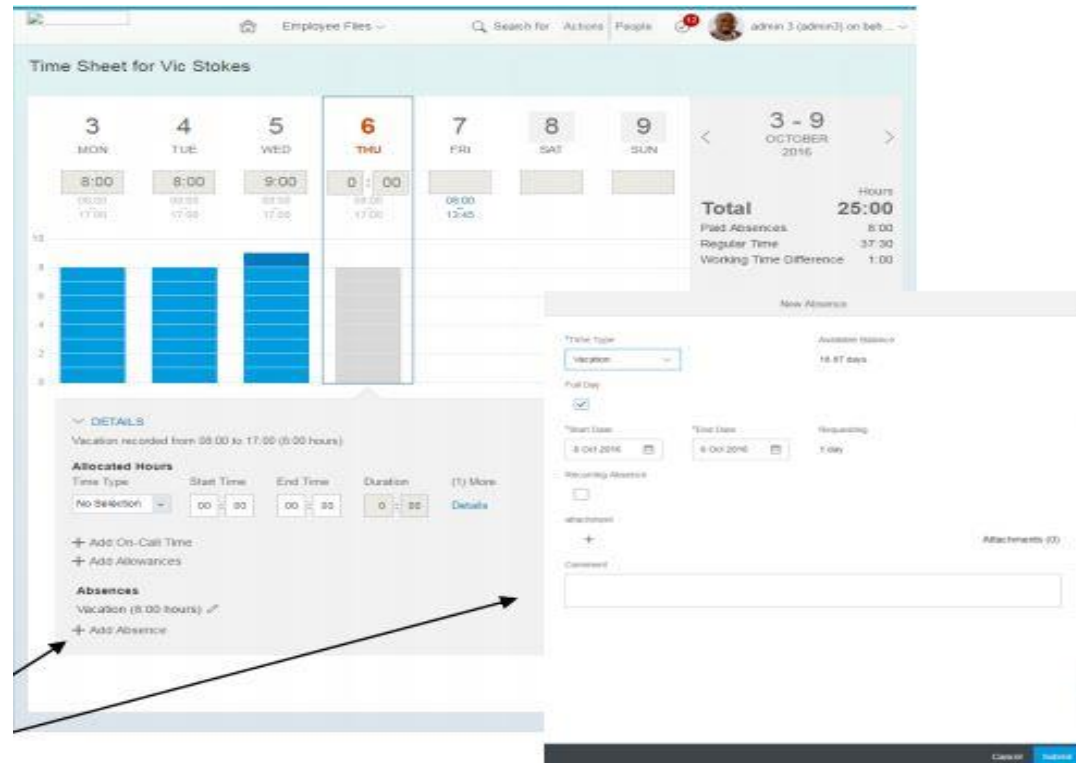
## Type: Admin opt-in

**What is it:** Absence time types can now be recorded in the Time Sheet as well.

**Important:** Up to now absence data could only be displayed in the time sheet, but not recorded. In the 1611 release it is supported to record absence in the time sheet as well. This enhances the usability in a great deal, cause all time data can now be recorded in one place.

Triggered workflow is still the separate workflow for leave request and absence input validations (take rules) are applied as if the absence would be recorded in the time off application.

**Prerequisites:** Time Off, Time Sheet



**Type: Admin opt-in**

**What is it:** Calculate Average Value For Numeric Job Info Field

**Important:** Time account accrual can now be pro-rated based on for example a change in the employees job grade. Example: Job Grade A has an entitlement of 30 days a year, Job Grade B 32 days. Employee gets a promotion on 01. Aug. to Job Grade B. Customer can use a rule function to write the entitlement values for the different job grades into a custom field and perform a proration on daily basis.

**Prerequisites:** Time Off

## 17. Team absence calendar on People Profile 3 – EC Time

**Type:** Admin opt-in

**What is it:** Team absence calendar on new homepage

**Important:** Team absence calendar is shown on new homepage

**Prerequisites:** People Profile 3

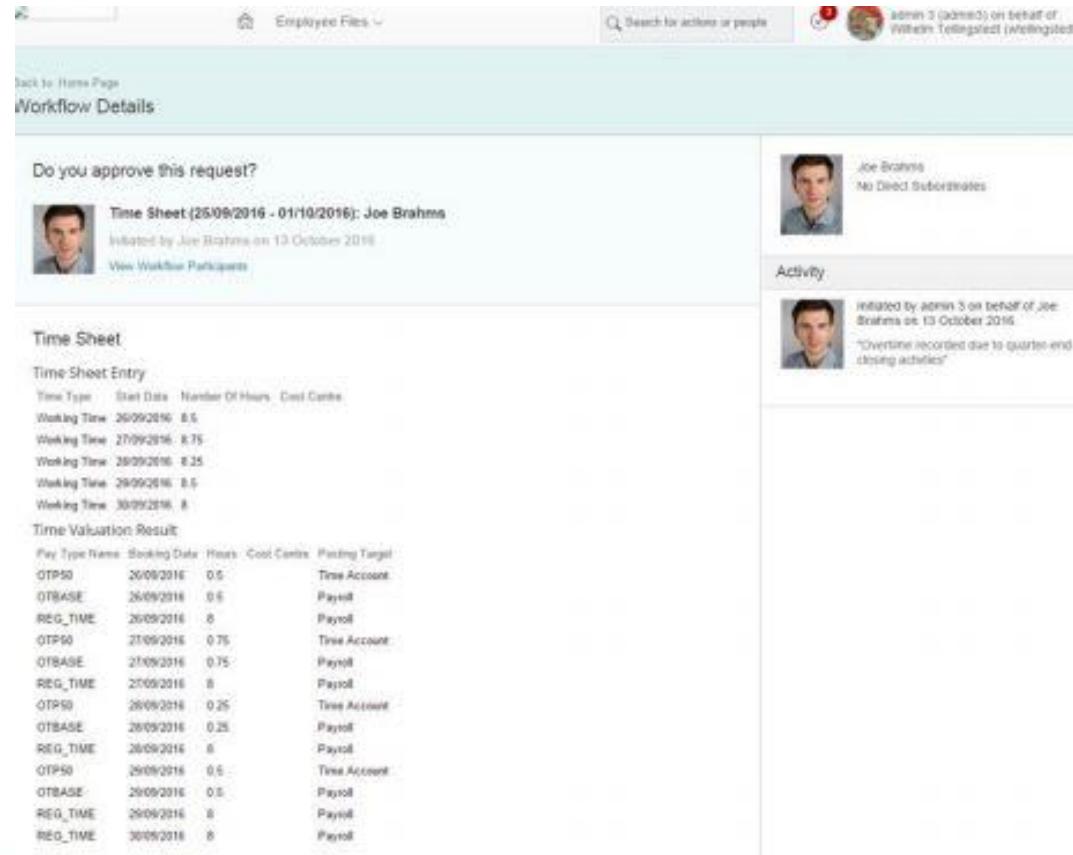
# 18. Re-Design of timesheet approval UI – EC Time

**Type: Admin opt-in**

**What is it:** Re-Design of timesheet approval UI

**Important:** The time sheet approval UI shows now not only the results of the time valuation, but also the times that the employee has recorded.

**Prerequisites:** Time Sheet



The screenshot shows a workflow approval interface. At the top, there is a navigation bar with 'Employee Files', a search bar, and a user profile for 'admin 3 (admin3) on behalf of Willem Tellegroot (w.tellegroot)'. Below this is a 'Workflow Details' section with a 'Back to Home Page' link. The main content area asks 'Do you approve this request?' and displays a request for a 'Time Sheet (25/09/2016 - 01/10/2016): Joe Brahma', initiated by Joe Brahma on 13 October 2016. A 'View Workflow Participants' link is provided. To the right, a profile card for Joe Brahma shows 'No Direct Subordinates'. Below this is an 'Activity' section showing the request was initiated by admin 3 on behalf of Joe Brahma on 13 October 2016, with a note: 'Overtime recorded due to quarter-end closing activities'.

**Time Sheet**

Time Sheet Entry

Time Type	Start Date	Number Of Hours	Cost Centre
Working Time	26/09/2016	8.5	
Working Time	27/09/2016	8.75	
Working Time	28/09/2016	8.25	
Working Time	29/09/2016	8.5	
Working Time	30/09/2016	8	

Time Valuation Result

Pay Type Name	Booking Date	Hours	Cost Centre	Pending Target
OTPS0	26/09/2016	0.5		Time Account
OTBASE	26/09/2016	0.5		Payroll
REG_TIME	26/09/2016	8		Payroll
OTPS0	27/09/2016	0.75		Time Account
OTBASE	27/09/2016	0.75		Payroll
REG_TIME	27/09/2016	8		Payroll
OTPS0	28/09/2016	0.25		Time Account
OTBASE	28/09/2016	0.25		Payroll
REG_TIME	28/09/2016	8		Payroll
OTPS0	29/09/2016	0.5		Time Account
OTBASE	29/09/2016	0.5		Payroll
REG_TIME	29/09/2016	8		Payroll
REG_TIME	30/09/2016	8		Payroll

**Type: Admin opt-in**

**What is it:** Rule function that prohibits

- a) provide already existing absences for a given period or after a certain date
- b) to provide employee status per effective date in the absence validation rule.

**Important:** To prevent absence recording for a period where the employee is already terminated and to check if for a terminated employee absences exist.

**Prerequisites:** Time Off