



PeopleSoft HRMS Course Content:35-40hours

Course Outline

HR (Human Resource)

- Types of Tables in PeopleSoft HRMS,
- Basic setups - Installation tables, Set ID, BU, Company, Location, Salary Plan, Job Code, Pay Group, Establishment, Position Management, Reg. Region, Dept, Shifts, Comp Rate Code etc, Action & Action-reasons.
- Workforce Admin
- Job Data – Job Data, Effective Date, Effective Sequence, Employee Record
- Job actions related to Hiring, Rehire, Comp Rate Change, Leave, LTD, STD, Termination, Retirement etc...
- Working with Multiple Jobs
- Person Modal
- Employee, Contingent Worker, Person of Interest,
- Position Management
- Global Assignments

Recruitment

- **Candidate Gate Way (CG)**
 - CG Setup,
 - Creating Candidate Login,
 - Searching for Job, Applying Job, Job Offer Acceptance etc.
- **Talent Acquisition Manager (TAM)**
 - TAM Setup,
 - Creating Job openings, Approving Job Opening
 - Job Posting, Internal Jobs, External Jobs
 - Adding applicants, Interview, Job offers, Data Transfer to HR
 - Search Jobs, Agents, Job Index, Application Index
 - TAM Templates

Base Benefits



- Base Benefits Setup, Benefit Plan,
- Benefit Programs,
- Configuring benefit plans like Medical, Dental vision, 401K, Insurance, disability
- Enrolling Employees in Benefits

Payroll

- Payroll setup tables like Earnings, Deduction, Taxes, Time and Labor setup
- Garnishment,
- Pay Calendar, RunID, On cycle and Off cycle payroll
- On cycle Payroll process (Pay Sheets, Pay calc, Confirmation and Check printing)
- Payroll Balances
- Post payroll Activities
- Off cycle Check process, Check Adjustment, Reversal, off
- Year End (W2, W2C)

Benefits Administration

- Ben Admin Overview,
- Open Enrollment, Event Maintenance, Snap shot,
- OE Process
- E-Benefits

PS Query

- Private Query, Public Query
- Develop PS Query and Reports

PeopleSoft Technical

- Application Designer
- People Code
- SQR (Reporting, Interfaces, Batch processing)
- Page customization
- Fit gap analysis

Project & Interview Preparation

- How to prepare function design document
- Project Details
- FAQs

Optional:

Payroll Interface

Security in HRMS

b1 Onlinetrainings