

MPowered Intelligence for Managers in HCM R4

Dear Maricopa,

As we prepare for Human Capital Management (HCM) Release 4 on February 5, 2018, the project team is excited to share this sneak peek of a few major improvements with the system. Scroll down to view some system highlights in relation to manager self-service.

Our goal is to provide a user-friendly system that is more intuitive. The new HCM functionality serves to empower our managers at the Maricopa Community Colleges. Thank you to all who provided feedback on the process so far. Stay tuned for more updates!

Please contact Steve Gozdich or Carl Ward if you have specific questions regarding the materials listed below.

Manager Self Service

Additional tiles will be available for managers in HCM, including a new approvals area, company directory, team time, and open jobs.



Pending Approvals

The screenshot shows the "Pending Approvals" screen. It features a sidebar with filters for "View By" (Type) and "Payable Time" (2). The main area displays a table of pending approvals.

View By		Type	Count
All			2
Payable Time			2

All		2 rows	
Payable Time	Office Technician	1 / TLByPosnSupervisor / 15059164 / 0	Routed 12/21/2017 >
Payable Time	Life Drawing Model	1 / TLByPosnSupervisor / 15073191 / 0	Routed 01/03/2018 >

- The new Approvals tile consolidates all approvals a manager must make in the HCM system.
- The new approvals area replaces the cumbersome "Worklist" functionality in HCM.
- The easy-to-use filters on the left-hand side of the page allow the manager to filter their approvals.

Team Time

- The Team Time tile allows a manager to easily view, report, and correct time and absences for all of their employees.
- The tile also provides information regarding time exceptions (errors and warnings).

My Team

Name / Title	Directs / Total	Department / Location	Email / Phone	Today's Status
[Redacted] Adjunct Faculty Day		Social & Behavioral Sciences Washington Campus	[Redacted]@example.com 480/650-[Redacted]	
[Redacted] Psychology		Social & Behavioral Sciences Washington Campus	[Redacted]@gmail.nomail.com	
[Redacted] Adjunct Faculty Evening		Social & Behavioral Sciences Washington Campus	[Redacted]@example.com 734/301-[Redacted]	
[Redacted] Office Technician		Social & Behavioral Sciences Washington Campus	[Redacted]@gmail.nomail.com 602/743-[Redacted]	
[Redacted] Adjunct Faculty Day		Social & Behavioral Sciences Washington Campus	[Redacted]@example.com 602/842-[Redacted]	

- The My Team tile lists summary, performance, compensation, and leave balance information for a manager's team members.
- A manager can take an action on their employees by using the small dropdown icon next to the employee's name.

Open Jobs

The screenshot displays the 'Recruiting Home' interface for Maricopa Community Colleges. The main content area is titled 'My Job Openings' and contains a table with the following data:

Job Opening	Recruiting Location	Hiring Manager	Days Open	Total Applicants
310080 - Adjunct - Physics & P...	District Wide		192	24
310082 - Adjunct - Chemistry (...)	District Wide		118	46
310083 - (PROCESS) SCC Adjunct...	Scottsdale Community College		73	11
310084 - Adjunct Faculty Day	Scottsdale Community College	[REDACTED]	73	0

Below the table, there is a section for 'My Applicants' which displays the message: 'No data exists for selected criteria. Select Pagelet Settings, then Personalize to change filters.'

- The Open Jobs tile allows the manager to quickly view all open jobs in the manager's area.

Sincerely,

Human Resources