

## Oracle HCM Cloud: Core HR Administration Essentials

**Duration:** 2 Days

### What you will learn

The Oracle HCM Cloud: Core HR Administration Essentials course is designed for HCM cloud service and system administrators who are responsible for initial implementation and provide ongoing support for their HCM cloud applications. It shows you how to execute the key administrative tasks and functions for working with cloud services and the HCM applications. Common Cloud topics include: Getting Started with SaaS, account and service administration, maintenance of provision environments understanding user management, Performance, Monitoring and Optimization, and using My Oracle Support. HCM Cloud specific topics include: understanding required Core HR Implementation and Administrative tasks, HCM Security components, HCM Approvals framework, Extensibility and HCM Import options to help you get ready for their implementation as well as these key concepts that they will need to administer on an ongoing basis post go-live.

This course is appropriate for Oracle Cloud deployments.

### Learn To:

Navigate and perform initial implementation and administrative tasks for your cloud service

Understand manage and assign privileges to users

Perform key implementation and administrative tasks and functions for your HR applications

Understand HCM Approval Framework and how it can be used throughout Core HR.

Understand how extensibility can be used to modify the look of the application to meet your needs.

Understand the HCM Data Import tools that can be used to populate many of your Core HR objects.

**Benefits to You** By taking this course, you'll grasp the fundamentals to orient you, understand initial setup tasks to get you started, and explore key functionality to help you enhance and maintain your system. You'll walk away with the knowledge and skills to optimize your HR cloud solution so your organization can effectively manage its global workforce. However, as this is a seminar Oracle University does not include hands-on activities for students.

### Audience

Administrator

Cloud Administrator

### Course Objectives

Learn about common Cloud Service Configuration and Administrative Tasks

Learn about HCM Cloud Service specific tasks

Learn about Core HR Configuration and Administrative Tasks

Learn about Approvals and Workflow

Learn about HCM Extensibility

Learn about HCM Import Tools

Learn about HCM Security

## **Course Topics**

**Getting Started With SaaS**

**Account Administration**

**Service Administration**

**Cloud User Administration**

**Maintenance of Provisioned Environments**

**Performance, Monitoring and Optimization**

**How to work with Oracle Support**

**HCM Cloud Administration Overview**

**Core HR Configuration and Administrative Tasks Overview**

**HCM Security Overview**

**HCM Import Tools Overview**

**Global Human Resources Approvals and Workflow Overview**

**HCM Extensibility Overview**