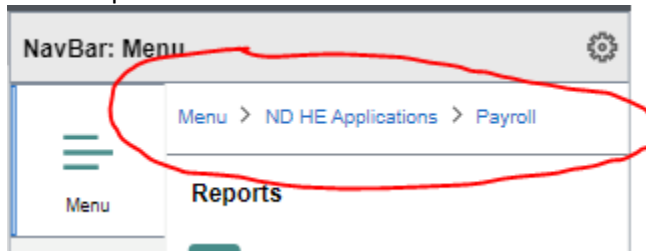


Changes with Summer 2022 Upgrade

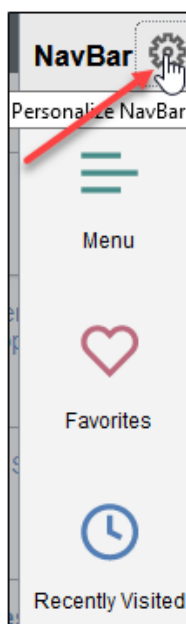
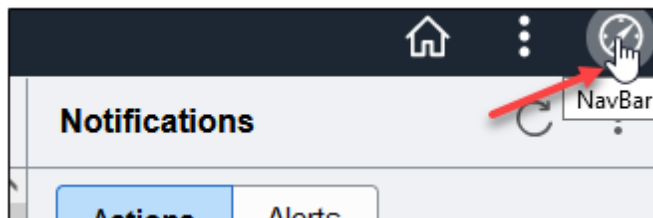
Breadcrumbs

1. Breadcrumbs have returned. Breadcrumbs display the path you took to get to the page you are on.
2. The breadcrumbs appear while navigating the Navigator menus
3. An example of the breadcrumbs is shown below:





Change Menu Navigation


1. Click on the NavBar
2. Click on the Personalize NavBar
3. Select Standard OR
4. Select Alphabetical



Personalize

Menu Order 



NavBar Tiles 

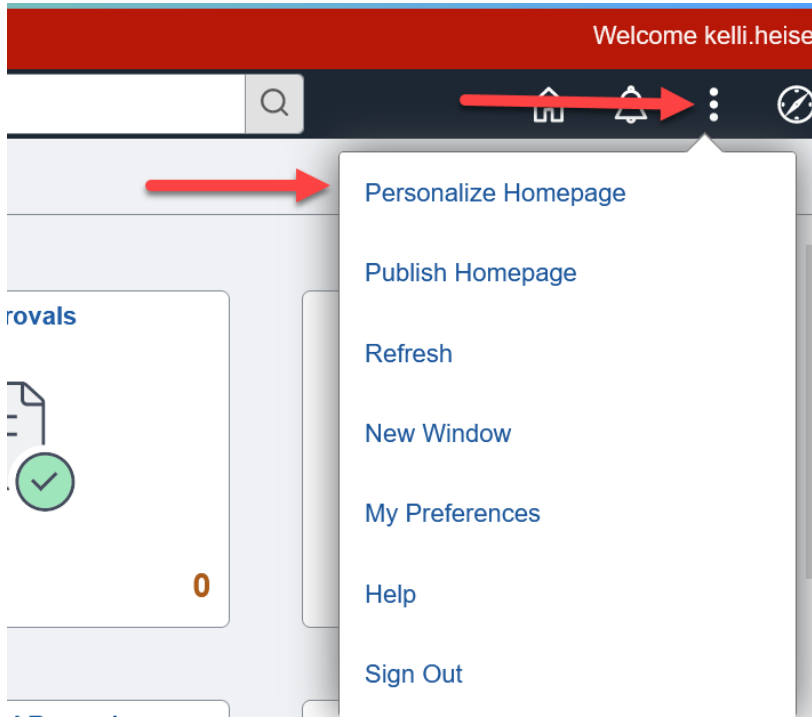
Menu

Favorites

Recently Visited

Notifications Panel

1. Click on three dots
2. Click on Personalize Homepage
3. Click Yes/No slide to turn on/off

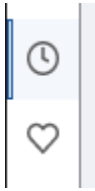


Common Settings

Show Notifications Panel Yes 

Quick Access Bar

1. The Quick Access Bar appears on homepages and is a vertical bar located on the left side of the screen. The bar contains buttons for “Recent Places” and “Favorites.” The
2. The Quick Access Bar cannot be turned off.



3.

Process Monitor Enhancements

1. New Actions column; click on down arrow
2. Click on one of the action items
 - a. Most common used will be View Log/Trace
 - i. Quicker way/less clicks to view log

Process List | Server List

View Process Request For

User ID: kelli.heiser | Type: | Last: | Hours: | Refresh |

Server: | Name: | Instance From: | Instance To: | Clear |

Run Status: | Distribution Status: | Save On Refresh | Report Manager | Reset |

Process List

Select	Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details	Actions
<input type="checkbox"/>	5783531		SQR Report	CNTPAY01	kelli.heiser	05/18/2022 10:26:55AM CDT	Success	Posted	Details	Actions
<input type="checkbox"/>	5783527		PSJob	CNTPAYNA	kelli.heiser	05/18/2022 10:18:15AM CDT	Success	Posted	Details	Actions

Go back to Create Contract Projected Pay

Save | Notify

Some processes are now a process type of PSJob. Here is an example of the Preconfirm Audit Report. This was a single process called PAY036. Another process was added for Kibana Analytics.

Select	Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details	Actions
<input type="checkbox"/>	5835723		PSJob	JPAY036	kelli.heiser	07/21/2022 8:02:33AM CDT	Success	Posted	Details	Actions

Process Name JPAY036

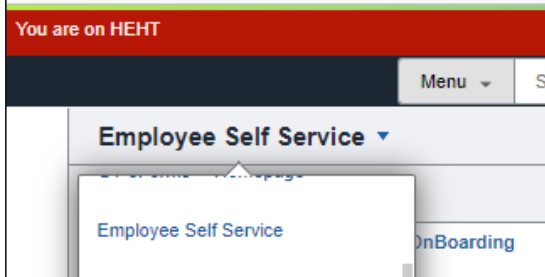
Main Job Instance 5835723

Left | Right

- 5835723 - JPAY036 Success
- 5835724 - PAY036 Success
- 5835725 - PYKB_EXC_AUD Success

Homepage Dropdown

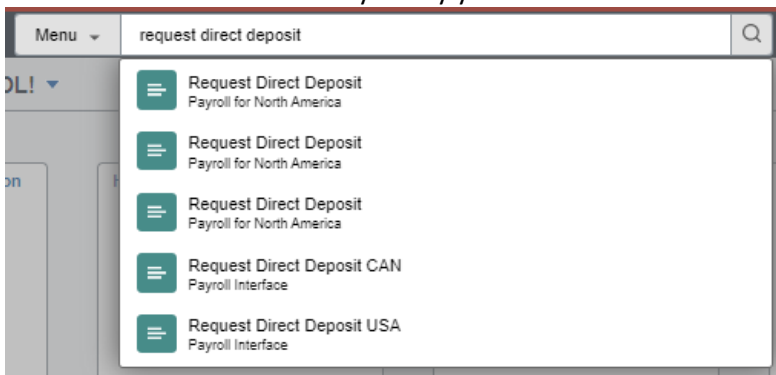
1. The homepage dropdown menu has been moved from the top center of the PeopleSoft window to the top left of the PeopleSoft window. The menu still functions the same.



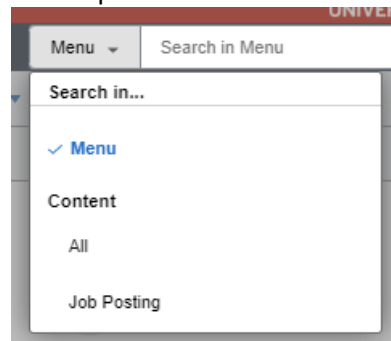
- 2.

Search Menu

1. The search menu is now located at the top center of the PeopleSoft window.
2. The search bar will autofill as you key your search term.



3. The dropdown menu can be used to refine your search



Recruiting Home- My Job Openings Tile

Search Filters

Oracle has delivered new search filters to the My Job Openings Tile on the Recruiting Home Page.

Recruiters can now filter and save searches using multiple options:

- ▶ **My Association**
- ▶ **Department**
- ▶ **Business Unit**
- ▶ **Hiring Manager**
- ▶ **Recruiter**
- ▶ **Job Family**
- ▶ **Location**
- ▶ **Status**
- ▶ **Created In**

Save a Search

After Selecting your filters, a Recruiter can save their Search:

Clear Search

Save Search

My Saved Searches

Save Search-> Enter Search Name-> Save

Clear Search

Save Search

My Saved Searches

You can select your saved searches and choose a preferred search by selecting "My Saved Searches."

Clear Search

Save Search

My Saved Searches


Cancel

My Saved Searches

Save

The Search button performs the search and shows your results on the My Job Openings page.

My Saved Searches

Preferred	Search Name		
<input type="checkbox"/>	CREATED BY ME	Run Search	
<input checked="" type="checkbox"/>	DEFAULT	Run Search	