

Packaged Services

Manager Self-Service

Implement a complete Manager Self-Service Solution for PeopleSoft 8™, allowing your HR representatives to spend more time on strategic activities and employee development.

ROI of Manager Self-Service

Looking to reduce your organizational HR costs and turnover rates while increasing employee satisfaction? Interested in a Manager Self-Service Solution that's more than just a paperless approval system?

PS WebSolution, a leading provider of self-service solutions, has created a Packaged Service for Manager Self-Service (MSS) that empowers your managers and their delegates to view and update their employees PeopleSoft information. This service includes full Manager Self-Service processes and applications that work directly with your PeopleSoft 8™ HRMS system in real-time without administrator intervention.

Our proven Methodology and Solutions provide everything necessary to successfully implement all PeopleSoft self-service projects, including QA testing, corporate communications, technology setup & configuration, training, documentation, help files, stress testing and knowledge transfer.

This Packaged Service can stand alone, compliment, or replace your PeopleSoft Manager Desktop™ applications. Once implemented, your organization will realize tangible savings by reducing your HR representative's administrative transaction duties by as much as 40%, allowing them to spend more time on strategic activities and professional development¹.

These solutions allow real-time viewing and updates of your PeopleSoft HRMS system while simultaneously executing both self-service business rules specific to each manager application and the delivered business rules of PeopleSoft. Built using PeopleSoft technology, complex functionality such as Position Management or department tree workflow can be easily modified and integrated into your existing PeopleSoft infrastructure and business processes.

PS WebSolution Manager Self-Service solutions empower your employees to make decisions so transactions are completed quickly and accurately in a paperless environment.

Manager Self-Service Applications

The PS WebSolution Package Service for Manager Self-Service includes the following applications:

- **Delegation** - *Permits department heads to delegate Manager Self-Service application access privileges by department to direct report employees across multiple departments.*
- **Hire / Re-Hire** – *Allows Managers to seamlessly choose from a list of available applicants for hire or re-hire with all necessary personal and job related data preloaded from recruiting applications such as eRecruit™, Brass Ring®, etc. Features include instant creation of PeopleSoft security information and workflows to proactively notify various departments such as building security and maintenance.*
- **Termination** – *Empowers managers to instantly terminate or retire an employee, thus suspending their access to PeopleSoft and other sensitive enterprise applications as well as finalizing any outstanding final payroll checks.*
- **Job Change** – *Allows managers to administer Job Data information such as jobcode, compensation and position data of their direct report employees.*
- **Job Transfer** – *Provides Managers the ability to transfer employees from their department(s) into another department.*
- **Employee Profile** – *Allows managers to review vital personal, job and compensation information about their direct report employees online or via a downloadable report.*
- **Configuration & Administration Module** – *Enables designated HR representatives to update / change application functionality, URL's, messages, or the application user interface without the use of PeopleTools™.*

Manager Self-Service Features

One of the biggest issues with any implementation is customization and its impact on future application and toolset upgrades. PS WebSolution is very aware of the impact customization has on current and future projects. To that end, PS WebSolution has developed the Configuration and Administration Module (CAM) to reduce the amount of developer interaction to maintain and/or change applications. The Configuration and Administration Module is a separate bolt-on application that is accessed by an authorized representative and allows them to maintain items such as messages, URL's, application user interface, and to even modify business functionality or workflow; all without the use of PeopleTools.

These Manager Self-Service applications provide your employees the full Internet collaborative experience with features that seamlessly integrate with your PeopleSoft HRMS system.

- **Increased ROI** – Decrease your HR department's operating expenses by reducing data entry and administrative maintenance as well as increasing data accuracy, timeliness and employee retention.
- **Position Management Compatibility** – All manager self-service applications are 100% compatible with both full and partial Position Management and update the DB in real-time; unlike PeopleSoft 8.x Manager Desktop which is not completely compatible with Position Management.
- **Self-Service Business Rules** – Utilize existing PeopleSoft business rule logic and customizations as well as additional self-service logic specific to each application and setup via the Configuration and Administration Module.
- **Smart Configuration** – Eliminate the need for HR administrator intervention and data entry. Business rules are included to ensure your unique business processes are followed and data is accurately saved. Smart logic is configured to handle various scenarios such as future dated rows, errors, or warnings that would normally require HR administrator intervention with PeopleSoft 8.3 Manager Desktop.
- **Audit** – Full audit of all transactions for security and data integrity purposes.

Manager Self-Service Applications

PS WebSolution will answer your questions, and help you achieve a fluid, fully integrated Manager Self-Service process for the Web. We can help your company define a strategy for identifying and reaching your organizational needs. Our associates have developed an implementation process that is painless, quick, and repeatable.

At PS WebSolution, you'll find practical people with a passion for delivering solutions that work. We listen. We partner with you. And we deliver.

Learn more online at www.pswebsolution.com or email tyger_vollrath@pswebsolution.com or call 678 – 517 – 2940

PS WebSolutionTM
Self Service Solutions for eBusiness
www.pswebsolution.com

1627 Omara Ln.
Suite 100
Smyrna, Ga. 30082 U.S.A
(678) 517-2940