

System Enhancement SE 145 Dec. 8, 2018, Talent Management Release Summary

Issue Date: November 19, 2018

Audience: Human Resource Offices

Release Item	Description
Talent Management – Design Updates	<p>The software vendor for the People First Talent Management suite, SuccessFactors, is upgrading all customers to their new Fiori design theming (UI5 technology). The Fiori updates include a new visual design (i.e., new landing page layout, background image, etc.) and a change in the appearance of common elements such as buttons, icons, and tiles. These changes do not affect the page content. Most changes are presented on the Talent Management Home Page. Once users have navigated to a particular page, such as to their performance or recruiting page, there should not be significant changes, although you may see minor aesthetic changes.</p> <p>All affected talent management training materials have been updated and can be found on the People First Performance Management and Recruiting website at https://www.dms.myflorida.com/workforce_operations/people_first/for_state_hr_practitioners/performance_management_and_recruiting.</p>
Home Page – Updates	<p>The following updates will be made to the home page:</p> <ul style="list-style-type: none"> • Sections containing the applicable tiles will appear on the home page per the user's security role in the following order (tiles will be presented only if applicable to the user): <ul style="list-style-type: none"> ○ To Do – will display for all users with assigned tasks (if no current task, nothing will be displayed). ○ My Info – will display for all users. ○ My Team – will display for managers/HR users only. ○ My Resources – will display for all users. • Tiles will appear within the applicable sections. <ul style="list-style-type: none"> ○ To Do (refer to detailed information below.) ○ My Info <ul style="list-style-type: none"> ▪ My Profile – will navigate to the user's Profile page. ○ My Team <ul style="list-style-type: none"> ▪ My Team – available only if the user has direct reports. Will no longer display requisitions for Hiring Managers.

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	<ul style="list-style-type: none"> ○ My Resources <ul style="list-style-type: none"> ▪ Training Resources – will open a new window and navigate users to the People First Talent and Performance Management training and communication documents. ▪ Performance Management (new) – will navigate to the Performance Management My Forms page where the user can view their own personal completed evaluations and evaluations for their direct reports. ▪ Recruiting (new) – will navigate to the Job Requisitions page if users are linked to a requisition as a hiring manager, approver, or additional team member. Unless the user has a requisition that is pending approval, it displays these requisitions. Tile will not be displayed if user has no recruiting activities. ▪ Quick Links – has an updated name from “My Quick Links”. The tile will not display previously saved links to reports or allow direct navigation to a report to be set as a link. ▪ Admin Favorites – has an updated name from “My Admin Favorites”. Available only to HR users. ● Announcements tile – has been removed.
<p>To Do Tile - Updates</p>	<p>The following updates will be made regarding To Dos:</p> <ul style="list-style-type: none"> ● A new To Do alerts icon will display in the right side of the global page header, next to the user’s name, and will indicate the number of assigned talent management (both recruiting and performance) tasks the user has pending. <ul style="list-style-type: none"> ○ Clicking on the To Do alerts icon will open a side panel that contains a list of actions needed by category. Since the To Do alerts icon appears on every page, the user can access it on any page without having to navigate back to the home page. ● To Do section will always appear first on the home page. However, the To Do section is presented only <i>if</i> there are assigned tasks pending for the employee (section is dynamically presented). ● To Do tiles will also display in the To Do section on the home page. <ul style="list-style-type: none"> ○ Each To Do category will be displayed in a different tile (e.g. Performance in one tile, Recruiting in a separate tile). The user must select the appropriate tile to see all the assigned tasks for the tile selected. ○ Tasks are no longer grouped listing employees who require the same action. There will be a separate task for each employee and for each separate task. ○ Only open, or current, tasks are displayed. Completed or upcoming to do tasks are no longer displayed.