







of the Learning module workstream, was eager to share how important training is to the culture at USF and Oracle HR's contribution to it:

*"Being able to create training courses and then add them as part of a community provided a cohesive experience. This functionality is going to serve US well to effectively train our workforce and strive to have consistent standards and training of all employees across the board. More importantly, it's going to allow the possibility to have better communication and experiences for employees who want to continue to learn and grow in their careers or even make jumps to other areas they may be interested in pursuing."*

Our Learning module lead, Jon Canady, also shared how the new Oracle system will help our team close the gap across learning in transparency, an important trait that helps all teams succeed in the cloud:

*"I have heard from so many leaders here at USF, and the biggest issue around learning is transparency. It is difficult for leaders to see what training is needed for their employees, and it is difficult for employees to understand what is required for their training. Finally, we are moving to a platform that will provide that level of transparency we have been waiting for. Oracle will provide an easy way to see what training is required, and allow leaders to see what is done, not done, and when it is due."*

In addition, project teammates are also conducting Parallel Payroll Testing within the new system and in unison with our legacy system to identify any defects and resolve them before going live. The objective of these tests is to achieve identical

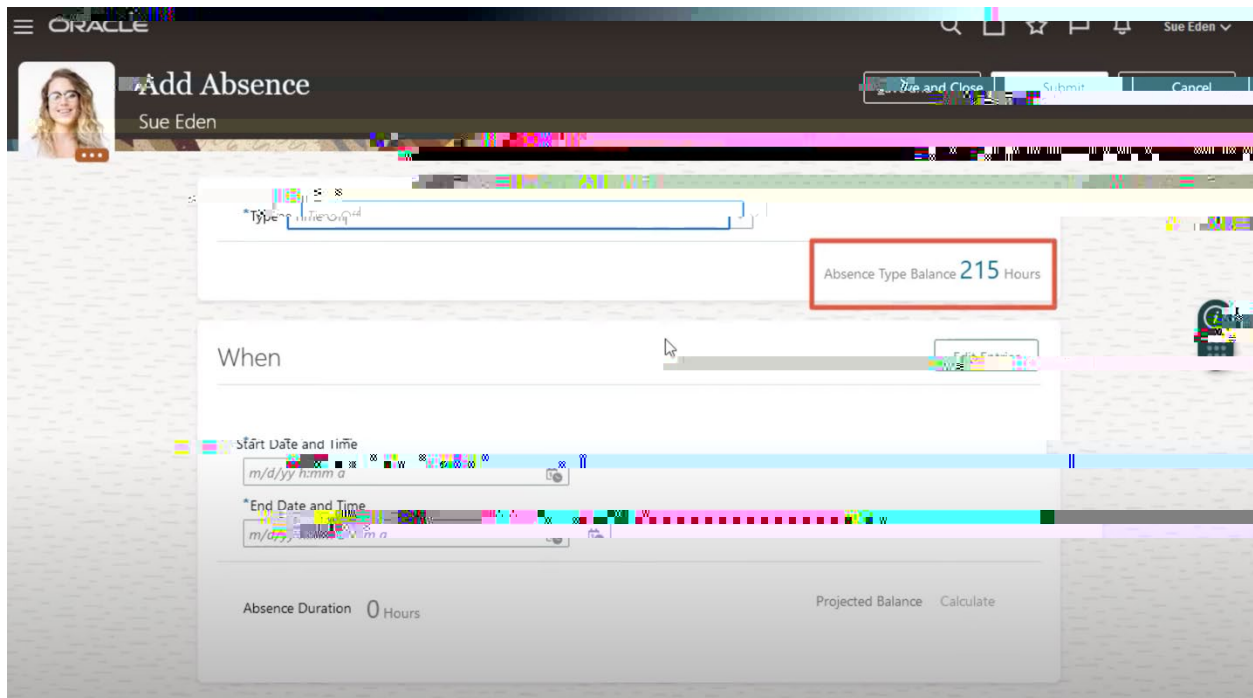


## Upcoming Change Management activities

- x Deliver Monthly Talking Points for various audiences at USF
- x Deliver MOMENTUM, the USF HR Practitioner Newsletter
- x Deliver VOYAGER, the USF Leadership Newsletter
- x Deliver ACCELERATE, the USF Employee Newsletter
- x Conducted the September Change Ambassador Network meeting on Oct 2

# Putting You in the Driver's Seat

## Oracle Absence Management



*\*The image above represents a sample of the Oracle Cloud system. It does not represent the finalized system for USF.*

Our new system's self-service features will extend to how our employees request time off and how managers can ensure adequate coverage. The Oracle Cloud HCM Absence Management module will make day-to-day absence processes simpler



and easier for all while providing a centralized trove of absence data to help our leaders make the best decisions for USF.

### High Impact - Standardized Absence Processes

**Current:** USF doesn't have a standardized system for approving absences. Absence requests are typically routed and approved manually.

**Future:** The new Oracle Cloud HCM system will streamline the absence approval process by creating the same approval and routing process for all absence requests across USF and making them retrievable in one easy-to-access platform. All employees will use self-service to access Absence Management, where they can see absence plan balances and request time off.

**Benefits:** This setup will enhance transparency, reduce manual processes, and establish a clear and consistent chain of responsibility for absence approvals.

### Action items for leadership:

- x Present key benefits for Absence Management to staff during employee meetings. Leverage Change Ambassadors to message the change to how employees request and access absences and how managers track absences.
- x [Click here](#) to learn more about the benefits of Oracle Data Assistant (ODA) for Oracle Cloud HCM.



Ambassadors to facilitate system training sessions and other end user enablement activities and materials—ensuring USF employees can harness the full functionality of the system needed to conduct their day-to-day activities.

How does UAT differ from E2E Testing?

UAT measures the full functionality of the entire system from the end user perspective, while E2E Testing focused on how inter-module processes work together and how those modules integrate. E2E testers consisted of USF Project Drive teammates leading activities to locate and address defects or issues across business transactions. However, UAT greatly expands the testing pool by inviting the people who will be using the system, USF employees, to test real-world business activities relevant to their day-to-day work.

Will the accumulative time employees currently have in GEMS for sick time and annual leave transfer completing over to the Oracle HR system?

There will be no changes to the accruals for sick or annual leave. All existing leave will be transferred to the Oracle platform.

In what wave will the new job architecture be rolling out?

Job architecture is part of Core HR functionality, which will go live during the first wave, scheduled for January 2025.

**NEW!** Visit the expanded Project Drive FAQ page [here](#) to get the latest answers to your questions about how Oracle Time & Labor and Oracle Performance Management will affect everyday processes like time entry, approvals, leave, training, performance reviews, and more!