

**Subject:** One Section of the OM200 Organizational Management Class Announced

**Audience:** Agency Training Coordinators, AST Leads, HR Directors

The SCEIS Training Team is pleased to offer one section of the full-day class, OM200 Organizational Management (OM), on Tuesday, March 31, 2015. This class is intended to provide Human Resources (HR) users with detailed information needed to understand the Organizational Management (OM) structure, as described below.

Below you will find details about the class, including the name, description, target audience, date, location and registration information. **Please forward this message to appropriate staff members within your agency.**

### **OM200 - Class Information**

**Class ID/Title:** OM200 – Organizational Management (OM)

**Description:** This class provides agency Human Resources users with an understanding of the Organizational Management (OM) structure and all associated objects including Organizational Units, Positions and Jobs. This class describes the importance of the relationships between the OM objects and the system inheritance that accrues through the relationships. This class also outlines the required steps to display and maintain selected OM objects as well as associated infotypes, for example: Planned Compensation, Account Assignment Features, Position FTE, Cost Distribution, Workers' Compensation, Position Vacancy Status, OM Position Indicators, Additional Attribute and Time Indicators. This class also covers the creation of selected Organizational Units as well as Organizational Unit transfers within the same agency. In addition, this class incorporates a discussion regarding the impact of delegation for Job/Position maintenance.

**Target Audience:** Users with the following roles: Job Maintainer, Display Organization Management, Agency Position Control Maintainer, Agency Position Control Approver, Agency Org Chart Maintainer, Central Position Control Maintainer, Central Org Chart Maintainer, Agency Funding Approver. Please note, users who are assigned only the workflow roles do not need to attend this class.

**Pre-requisites:** Completion of the following online classes:

- COR120 Enterprise Central Component (ECC) Navigation
- OM100 Organizational Management Overview

### **OM200 - Section 01 – Spring 2015 Details**

**Class Date:** Tuesday, March 31, 2015

**Class Time:** 9:00 a.m. to 5:00 p.m.

**Class Location:**

SCEIS Training Room 202

1628 Browning Road, Columbia, SC



## Weekly Update

December 15, 2014

Users may *request enrollment* in this class using the pre-registration survey at <https://www.surveymonkey.com/s/CBRFDXR>. Your survey completion is a request only. Registration is not complete until you receive an enrollment confirmation from SCEIS Training. Please review pre-requisites and schedules carefully.

If you have any questions about this message, please email them to [training@sceis.sc.gov](mailto:training@sceis.sc.gov).