

Weekly Update

January 27, 2016

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 Thursday, May 12, 2016. This class is intended to provide Human Resources (HR) users with detailed information needed to understand the Organizational Management (OM) structure.

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:

The following pre-requisite(s) MUST be completed prior to attending the classroom training. Completion of the pre-requisite(s) ensures that participants have the necessary knowledge for class. Material covered in pre-requisite courses will not be re-taught in classroom training.

- COR120U Enterprise Central Component (ECC) Navigation online class

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OM200 - Section 01 – Spring 2016 Details

Class Date: Thursday, May 12, 2016

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

Class Location:

SCEIS Training Room 202

1628 Browning Road, Columbia, SC

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. The enrollment confirmation will provide you with instructions on how to complete any pre-requisite(s). Please review pre-requisites and schedules carefully.

If you have any questions about this message, please email them to training.sceis@ad.om.sc.gov.