

PeopleTools 8.60 Enhancements

User Interface Launches June 12, 2023

Oracle has released PeopleTool 8.60, which provides updates to the user interface you see when logging in to PeopleSoft. The updates, highlighted below, provide an explanation of the changes that each user will see as you log into the system.

Take a moment to review, familiarize yourself with the changes and customize any features you wish to update on your current profile.

Overview of Homepage Enhancements

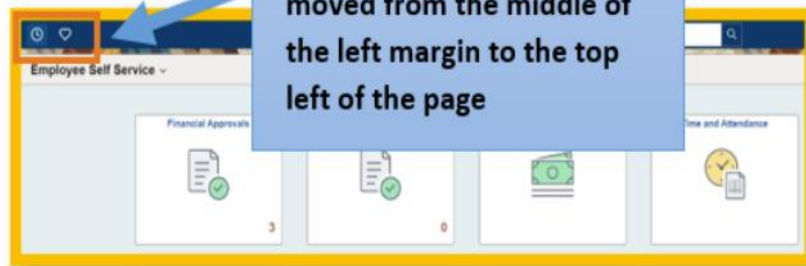
- Access to your favorites (heart) and most recently visited (clock) are moving from the left side to the top of the page for easier access.
- Order of NavBar Icons
- NavBar and Action Icon – Shape of Home icon and Homepage Action icon
- New/Enhanced Search Functionality with a Configurable and Global search

Change: Recently Visited & Favorites Icon – First logging in to PeopleSoft

Current State



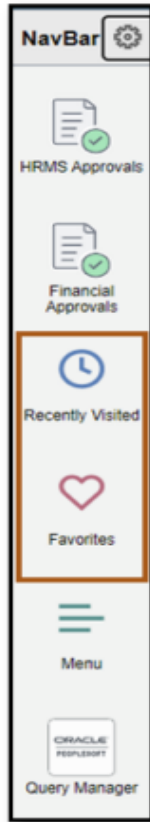
The Recently Visited and Favorites icons have changed location. They moved from the middle of the left margin to the top left of the page



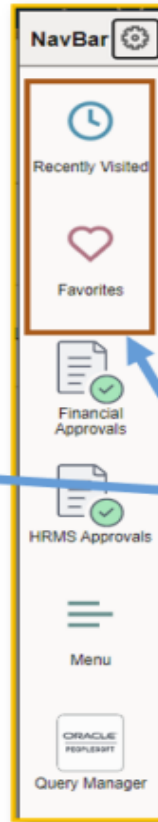
Future State

Change: Order of NavBar Icons

Current State



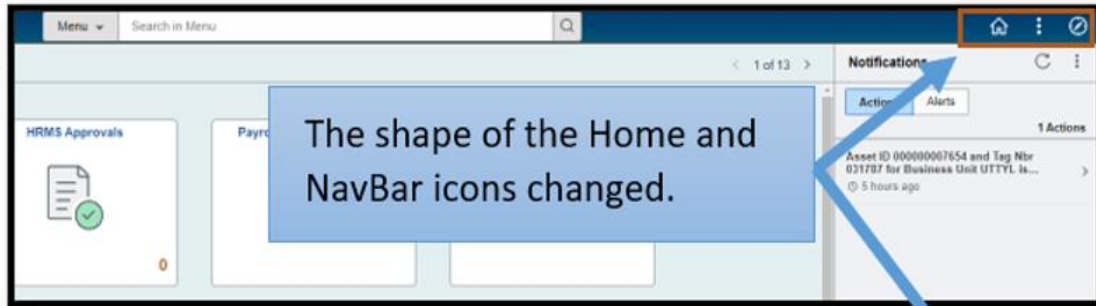
Future State



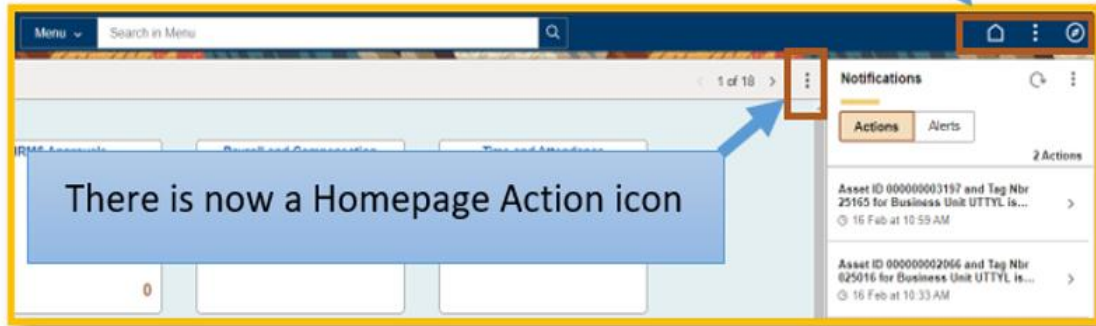
The order of the icons changed on the NavBar. The Recently Visited and Favorites icons are now at the top of the NavBar strip.

Change: Home, NavBar & Action Icon

Current State



Future State



New/Enhanced Search Functionality

Configurable Search:

- Offers a consistent search experience in classic and fluid by allowing for the presentation of the delivered search pages for classic and fluid components. The search pages for PeopleSoft application components (classic and fluid) provide these options:
 - Find an Existing Value (Standard search) – By default in PT 8.60+
 - Add a New Value.
 - Keyword Search – configurable only by SIS
- New search page layouts and functionality

Global Search:

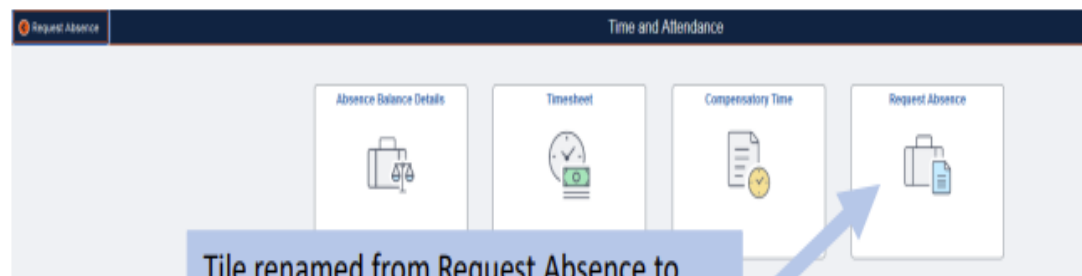
- Global search is available in all PeopleSoft pages. The quick access bar is available on all PeopleSoft pages to allow for efficient navigation and search. On homepages, it is presented in its expanded form, enabling you to choose a category, enter your search terms, and perform an advanced search.

Updated Features for HCM – Timesheet entry and Absence Management

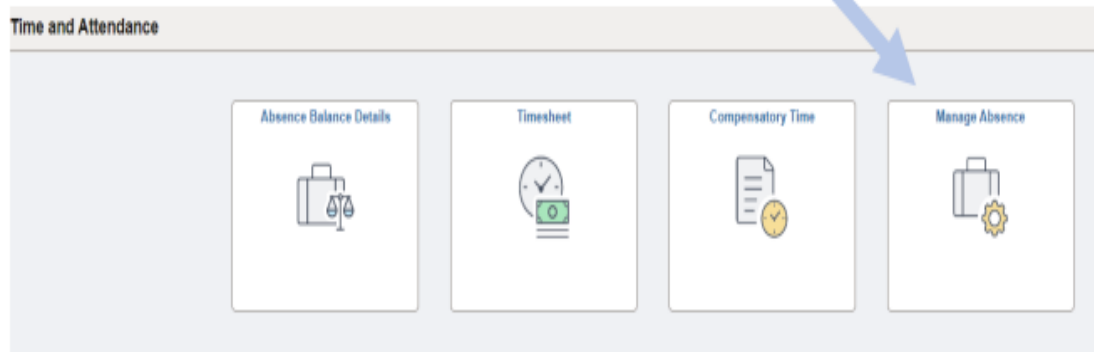
Employee Timesheet entry remains the same as today

Change: Absence Management

Current State



Future State



Change: New Look and Features for Absence Management

Manage Absences

Job Title

Vacation Leave

13-Nov-2023

32.00 Hours

Denied

Sick Leave

4-Apr-2023

16.00 Hours

Submitted

Vacation Leave

30-Mar-2023

16.00 Hours

Submitted

[View all requests](#)

Create a new Request

*Start Date: 05/22/2023

*Absence Name: Select Absence Name

End Date: 05/22/2023 +1 Day

Submit

Related Information

Balances

As Of 04/15/2023

- Outstanding Performance Exmplr: 16.00 Hours
- Floating Holiday: 8.00 Hours
- Sick Leave: 581.25 Hours
- Vacation Leave: 281.50 Hours

Holiday Calendar

- May (1 day): 29, Monday - Memorial Day
- June (1 day): 19, Monday - Emancipation Day
- July (1 day): 4, Tuesday - Independence Day

Annotations:

- The last three instances of leave is displayed with the status. Link to view all requests is to the right
- Input the from and to date of the event and Select Absence Name. After you select the absence name you will click on the arrow box to Apply Absence name which will take you to the absence page to complete transaction
- Employees can see Absence Balances available and Pending Holidays

Change: Page Look – Absence Management

Manage Absences

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32.00 Hours

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Sick Leave

4-Apr-2023

16.00 Hours

Submitted

Vacation Leave

30-Mar-2023

16.00 Hours

Submitted

[View all requests](#)

Create a new Request

*Start Date: 05/22/2023

*Absence Name: Vacation Leave

End Date: 05/22/2023 +1 Day

Submit

Balance 281.50 Hours**

Partial Days: None

Duration: 8.00 Hours

Comments:

Attachments: You have not added any Attachment. [Add Attachment](#)

Related Information

Balances

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Holiday Calendar

- May (1 day): 29, Monday - Memorial Day
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Annotations:


- Functionality to enter absence event has not changed - complete, add comments or attachments and click Submit

Disclaimer: The current balance does not reflect leave requests that have not been approved by your supervisor and processed in the UT PeopleSoft system.

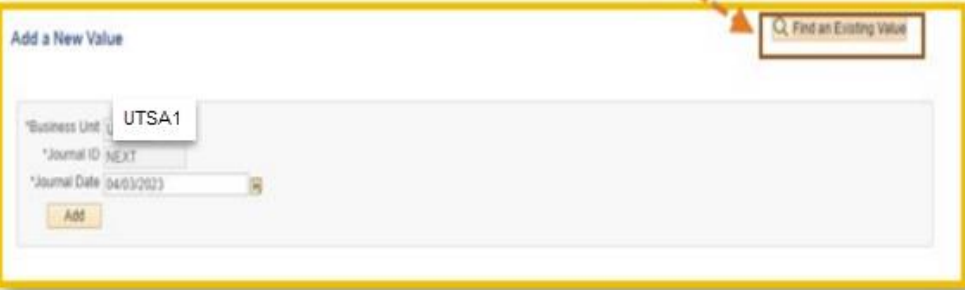
Updated Features for FMS – Page layout and Search Options

Change: Page Tabs are now Buttons/New Default Page

Current State



Future State



The page tabs have been replaced with buttons to access pages.

Change: Find an Existing Value Search Page

Find an Existing Value

▼ Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches Choose from recent searches Saved Searches Choose from saved searches

*SetID = UTSA1

Cost Center begins with

Description begins with

Show fewer options

Case Sensitive Include History Correct History

Search Clear

Add a New Value is a button on the Find an Existing Value page

There are drop down menus for Recent Searches and Saved Searches.

There is a new Search image



Nothing yet
Your search results will appear here

Change: Keyword Search is Separate Search Page

Current State

Find an Existing Value **Keyword Search** Add a New Value

*Business Unit UTSA1
*Journal ID NEXT
*Journal Date 04/03/2023

Add

Keyword Search is not available by default in PeopleTools Version 8.60

Future State

Add a New Value Find an Existing Value

*Business Unit UTSA1
*Journal ID NEXT
*Journal Date 04/03/2023

Add

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches Choose from recent searches

*Business Unit UTSA1
Asset Identification begins with

By default, only the Add a New Value and Find an Existing Value pages are accessible

Change: Enabling Keyword Search

Keyword Search

Search Criteria

Note: Search will return results last updated 409 days ago (02/21/2022 12:31:04PM).

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches Choose from recent searches Saved Searches Choose from saved searches

Keywords

Business Unit contains UTSA1

Journal ID contains

Journal Date =

Document Sequence Number contains

Line Business Unit contains

Journal Header Status = No Status - Needs

Budget Checking Header Status =

Source contains ONL

Entered By contains

Keyword Search now requires additional page configuration to enable the functionality. This change replaces the Find an Existing Value page/functionality with the Keyword Search page.

Change: The Zoom Icon is now Available in Search Results

Find an Existing Value

Add a New Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches: Saved Searches:

Business Unit:

Voucher ID:

Invoice Number:

Invoice Date:

Short Supplier Name:

Supplier ID:

Supplier Name:

Voucher Style:

Related Voucher:

Entry Status:

Voucher Source:

Incomplete Voucher:

[Show fewer options](#)

Case Sensitive

The Zoom icon is now available in Search Results

Search Results

300 rows - Business Unit "UTSA1" Short Supplier Name "DELL" - Only the first 300 rows can be displayed. Refine your search to see more.

View 100 First 1-10 of 300

Business Unit	Voucher ID	Invoice Number	Gross Invoice Amount	Payment Amount	Invoice Date	Short Supplier Name	Supplier ID	Supplier Name	Voucher Style	Related Voucher	Entry Status	Voucher Source	Incomplete Voucher
UTSA1	00217535	10141710588	97.49	97.49	01/18/2017	DELL DIREC-001	0000037228	DELL DIRECT SALES LP	Regular	(blank)	Postable	Online	Complete
UTSA1	00140303	XK1CNXF7	300.01	300.01	08/22/2016	DELL DIREC-001	0000037228	DELL DIRECT SALES LP	Regular	(blank)	Postable	Online	Complete

Change: Global Search Bar Availability

