



# Oracle E-Business Suite R12.x HRMS – A Functionality Guide

Design, implement, and build an entire end-to-end HR  
management infrastructure with Oracle E-Business Suite

Pravin S. Ingawale

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**Pravin S. Ingawale**



BIRMINGHAM - MUMBAI

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I would like to acknowledge my family, who have been with me at every step and who have endured the schedule of a business traveler.

---

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He has thoroughly enjoyed reviewing this book. The market needs a book of this nature to link processes to the application.



**Mitchell Wrobel** is an Oracle certified master DBA and developer. Over his 20-year career as a consultant, he has developed thousands of objects within the many modules that comprise the Oracle E-Business Suite.

Through his company, Application Everything, Inc., he provides one solid solution after another for top companies, governments, and universities across the globe.

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I'd like to give special thanks to Jerry King of Biscon Consulting, he is the best mentor and professional big brother a guy could have; my children, Michael and Elizabeth, who are the two reasons that I work so hard at my chosen profession; and Carol Waldron, the most gifted developer I've ever met. For inspiration and guidance, I'd like to thank Andy Blanco, Mark Davison, Kevin McCarthy and John Dean.

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# Preface

This book is a functional guide for Oracle Application HRMS R12. This guide will help implementers to design, implement, and deliver an Oracle apps HRMS system for customers.

## What this book covers

*Chapter 1, Introduction to Oracle Applications E-Business Suite*, introduces Oracle EBS and describes the architecture of Oracle apps. Along with the architecture, it will cover various modules that are part of the Oracle HRMS family. In addition to this, it will cover the Multi Org Concept in Oracle Application and an overview of multiple organization structure in HRMS, along with practical examples.

*Chapter 2, Oracle Application System Administration*, shows you how to create application users, responsibilities, custom menus, request groups, and data groups. You will also learn to create concurrent programs and to attach them to responsibility.

*Chapter 3, Fundamentals of Flexfields / Value Sets*, explains the basics of flexfields. You will learn to define values sets, key flexfields, and descriptive flexfields.

*Chapter 4, Business Group, Locations, and Organizations*, covers the concept of work structures in HRMS. You will learn the basics of business groups, organizations, and locations in HRMS.

*Chapter 5, Job, Position, Pay Grade, and Payroll*, deals with the concept of jobs and positions. It defines a job, position and position hierarchy. It explains the concept of people group and payroll terminologies, such as payment methods, salary basis, and payroll definition.

*Chapter 6, Entering People Information*, talks about creating a new employee and entering employee data and additional data using DFF and KFF. You will also learn the concept of person type.



*Chapter 7, Entering Assignment Information*, teaches you about entering assignment information, in which you will study various components of assignments. You will also learn about entering assignment-related information. Then, you will also learn about assignment statuses in Oracle HRMS and entering salary for employees.

*Chapter 8, Terminations*, teaches you about terminating an employee. You will also learn how to reverse terminate an employee. We will also see how to terminate an assignment rather than an employee.

*Chapter 9, Absence Management*, covers the basics of absence management in Oracle. You will study the configuration of absences in which you will learn about defining absence types, elements, and so on. You will also learn about entering absences by HR and employees. We will see the important concept of calculation of absence duration.

## What you need for this book

The list of software required is as follows:

- Internet Explorer, which can be downloaded from <http://www.microsoft.com>
- Oracle EBS R12 Instance
- Jinitiator 1.3.1.26

## Who this book is for

This book is for Oracle Apps HRMS Functional Consultants.

## Conventions


In this book, you will find a number of text styles that distinguish between different kinds of information. Here are some examples of these styles and an explanation of their meaning.


Code words in text, database table names, folder names, filenames, file extensions, pathnames, dummy URLs, user input, and Twitter handles are shown as follows:

"We had entered value `TEST_1` for the country `SWEDEN` in the value set."

**New terms** and **important words** are shown in bold. Words that you see on the screen, for example, in menus or dialog boxes, appear in the text like this:

"Click on **Segments** to create the segments to be used."

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# 1

## Introduction to Oracle Applications E-Business Suite

Oracle E-Business Suite is an Enterprise Resource Planning, which is also abbreviated as ERP. What exactly do we mean by an ERP? The three words themselves describe the meaning of this. You have an Enterprise that is a company, an organization, or even a small start-up. You need manpower to run this enterprise. Hence the word resource. In order to function effectively and efficiently, you need to manage and plan these resources.

In short, you need to plan your resources in your enterprise to meet the objective of your enterprise. Hence, you need an ERP. There are numerous benefits of Oracle E-Business Suite in today's world. Each business today has various aspects, and managing those aspects is, in its own way, very challenging. Almost every enterprise today is dependent on software technology and applications to perform their day-to-day operations.

So in order to provide an integrated solution, Oracle has come up with a unified solution that helps in managing all facets of running a business on a single platform. Oracle E-Business Suite provides this capability. This helps businesses to make better decisions. In addition, it also reduces cost and in turn increases productivity and profits, which is the bottom line for all businesses.

Oracle E-Business Suite has a wide chain of applications as follows:

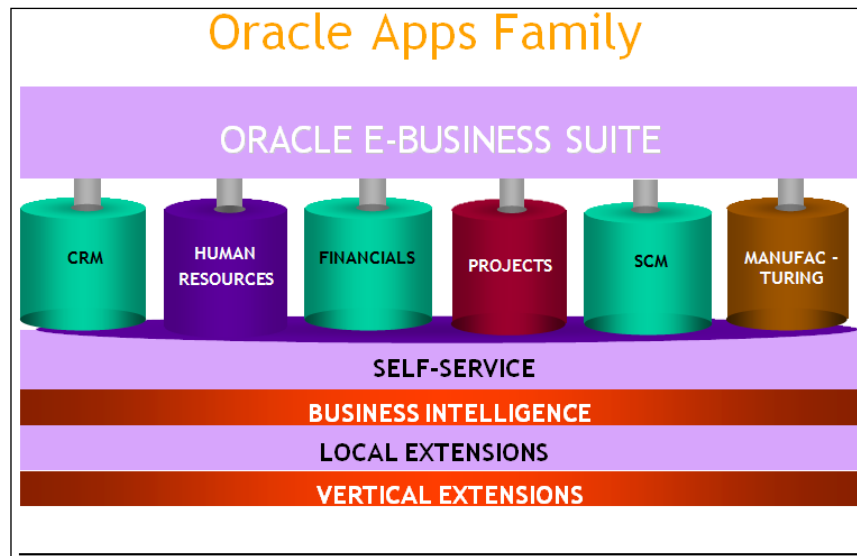
- Oracle Customer Relationship Management (CRM)
- Oracle Financials
- Oracle Human Resource Management System (HRMS)

- Oracle Logistics
- Oracle Supply Chain Applications
- Oracle Order Management
- Oracle Transportation Management
- Oracle Warehouse Management System

The following diagram is a pictorial representation of the Oracle EBS. In the following diagram, we have various applications across Oracle EBS such as CRM and Human Resource and modules such as self-service, which are used across all the applications of Oracle EBS.

**Business Intelligence (BI)** is the set of techniques and tools for the transformation of raw data into meaningful and useful information for business analysis purposes.

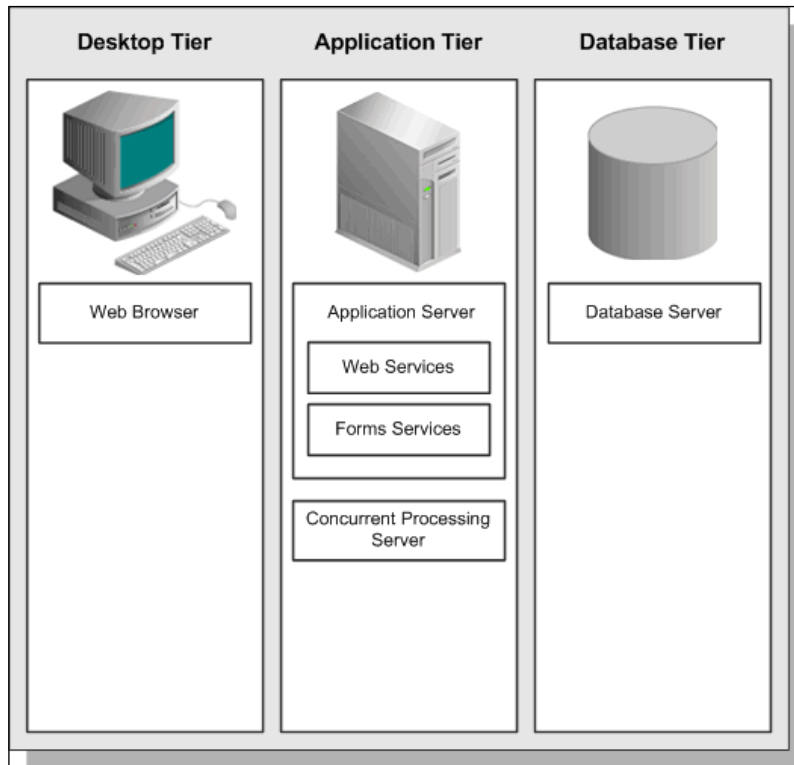
Local and vertical extensions are used in order to integrate, orchestrate, access, and analyze data and processes across applications. Local is within particular applications such as Human Resource, and vertical might be across other applications such as BPEL or other ERPs.



In addition to the preceding applications of E-Business Suites, there are a few other ERPs such as Oracle JD Edwards, Oracle People Soft, and so on, which are provided by Oracle. These also work on similar lines as E-Business Suite and each has their own architecture, as explained in later sections.

# Architecture

The following diagram shows the basic architecture of Oracle E-Business Suite:



There are basically three tiers in the architecture:

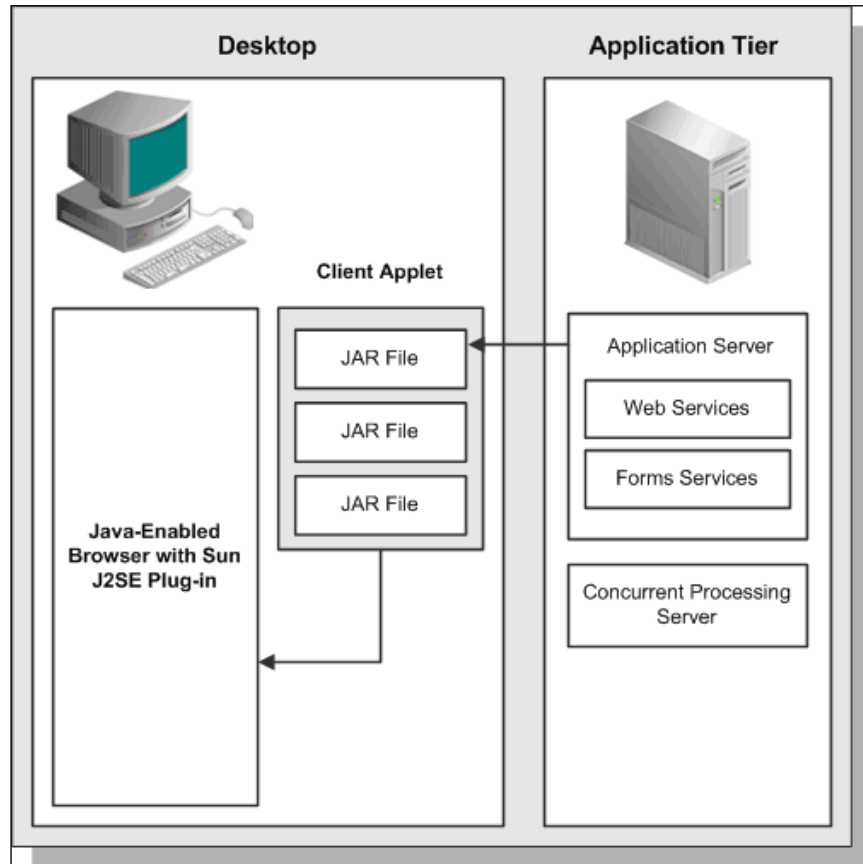
- The desktop tier
- The application tier
- The database tier

## The desktop tier

For HTML-based applications, the client interface is provided via HTML. The traditional form-based application used a Java applet in a web browser for client interface. Thus, it supports form-based as well as web-based client interfaces.

There is also an emerging trend of using the Oracle EBS application on mobile phones and hence, various mobile interfaces to use Oracle EBS are coming up in the market which offer an interactive platform for end users.

The following diagram is a form-based desktop tier architecture:



The desktop tier is actually the starting point of accessing the application as seen in the preceding diagram. The Oracle E-Business suite home page is used to log in to the system. This home page can be opened on a desktop client web browser. For all applications, whether web-based, form-based or BI, this home page acts as a single point of access. The following screenshot shows the login page for Oracle applications.