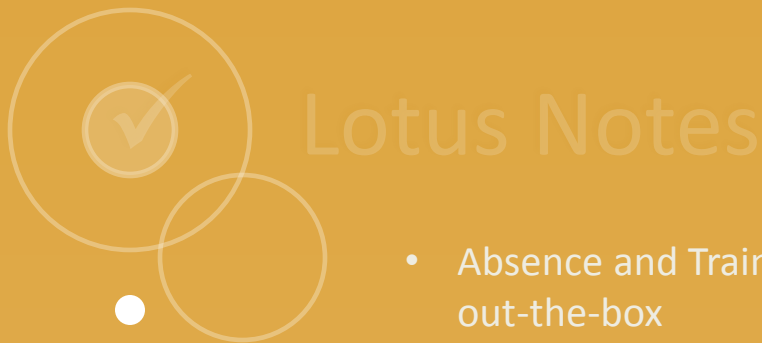


Outlook Calendar Invites for Oracle HR





“Track your time and end double keying: Holiday and Training Bookings sent straight to your Outlook Calendar direct from Oracle HR”



- Absence and Training integration delivered out-the-box
- Keep track of your colleagues' time away from the office
- Cuts down on training 'no-shows'
- Automate Training Joining Instructions
- Up and running in a day
- Uses industry standard format for ultimate compatibility; works with Lotus Notes, Apple iCal, Google Calendar and many more
- Manage your HR data with Oracle, not email

Exchange

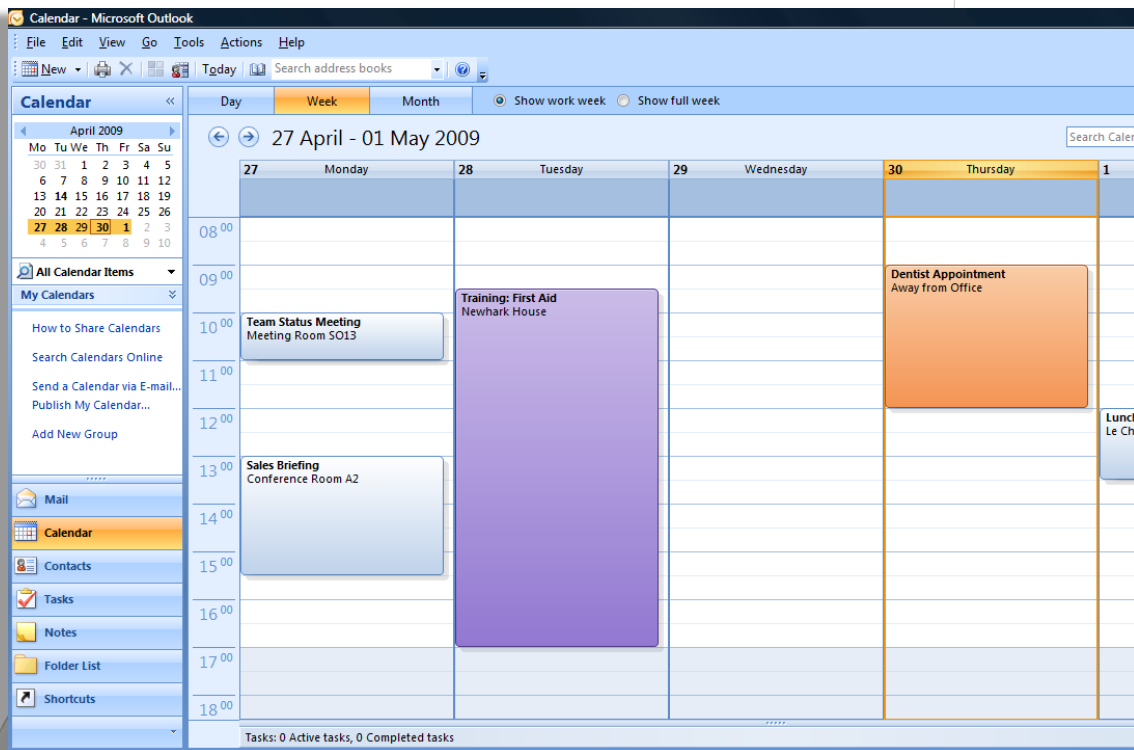
Integrate Oracle HR to Outlook: Manage your time away from the office with Oracle, not email

Book a training course online - put an invite in your Outlook Calendar. The class is rescheduled, you're notified, you find your old Outlook booking, you move the date, you email your manager.

Logon to Self Service, book an afternoon off, your manager approves, you get a notification, you put an invite in your Outlook Calendar.

Sounds familiar? There's no getting away from the fact that Outlook is the most common tool of choice when it comes to tracking personal time at the office. One of the most common requests from Self Service customers is how to get Oracle to synchronise HR data with employees' desktop calendars.

This solution delivers automated calendar invites, updates & cancellations direct to your Outlook inbox when you book absences, when you enrol in training or when classes are rescheduled.



Absences

- Calendar invite sent to absentee when absence booked and approved
- Updates to date or time of absence send out calendar updates
- Cancelled absence send out calendar removals
- Restrict sensitive absences from calendar invites, for example, compassionate leave
- Configure your calendar invite, for example, change the Subject to include Absence Category or Absence Reason and tailor text to suit your preference.



Learning Management

Learner Enrolments

- Calendar invite sent out to learner when enrolled in a class
- Full support for sessions; learner enrolling in a class with sessions will receive a separate invite for each session
- Location and Training Centre included in calendar invite
- Updating enrolment status sends out a calendar update, for example, moving from Waitlisted to Enrolled
- Cancelling or deleting an enrolment sends out a calendar removal to learner
- Support for 'external' learners

Changes to Classes & Sessions

- Update to class date, time or location will send out calendar invites to all learners enrolled in the class or session
- Cancelling a class means cancelling all enrolments; calendar removals sent to all learners

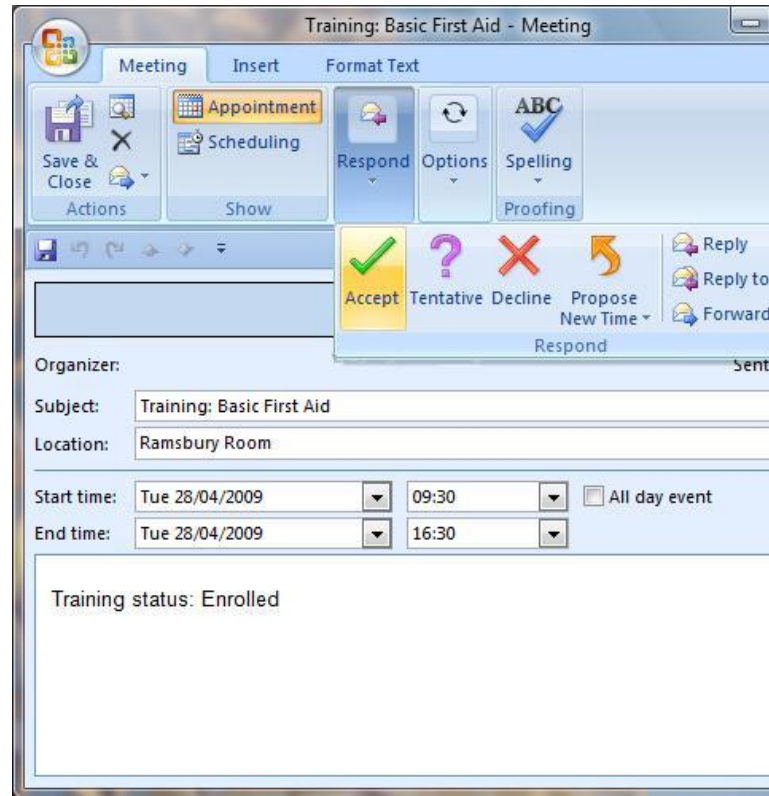
Resource Bookings

- Calendar invites sent to Training Instructors and other resource contacts
- If Rooms are kept as resources in Microsoft Exchange, Rooms can be reserved via Calendar Invites generated from Oracle.



Other Features

- Suppress calendar invites being sent for select Absence Types, for example, send out Calendar Invites for Holidays only
- Suppress calendar invites being sent out for enrolments into classes with particular Delivery Modes , for example, do not send out invites for e-Learning
- Full Timezone support
- Sends out 'native' calendar invites, no attachments to open – no training required for your workforce



Build your own invites

- Configure your calendar invite, for example, include details about Absence Category, Booking Status, Location information or tailor text to suit your preference
- Public APIs provided to build your own Calendar Invites
- Use simple PL/SQL and Fast Formula to send calendar invites from anywhere within Oracle HR
- Examples:
 - Performance Appraisals
 - Interviews
 - Salary Reviews
 - Trainer bookings

It just works

“Outlook Calendar Invites for Oracle HRMS” from Applaud Solutions integrates seamlessly with your existing implementation of Oracle HRMS. All our developers have worked in Oracle's own world-class development team, which brings the promise of Oracle standards, compatibility and the highest quality. We have combined our expertise to provide our customers with packaged, ‘out of the box’ products that could previously only be achieved with costly consultancy or large in-house teams

- Be up and running in days – installed by your DBAs, configured by you, with an easy to follow implementation guide
- Use familiar technology, like Oracle Fast Formula and PL/SQL
- Remain confident that future release 12 and 11i patches and upgrades are compatible
- Rest assured that only Oracle-supported extensions are used
- Protect your investment: Applaud Solutions offers a full support package for all our products

Supported Releases

This solution is fully compatible with R11.5.10 CU2 and all versions of Release 12. 11i.OTA.J is required for OLM Calendar Invites. Upgrades from 11i to 12 and all interim patchsets are supported.

Installation

The solution is installed by your DBAs on your Oracle database instance. A comprehensive, easy to follow installation guide is provided for both Windows and Linux. Installation takes around 2 hours per database instance.

Implementation

Implementation and User Guides are available for you to configure the solution at your own pace without the need of onsite consultancy. However, if you prefer to partner with 3rd party consultancies, Applaud Solutions work with the leading specialists in Oracle HCM to ensure you get the most out of our products.

Product availability

To learn more about this product and its availability, please email sales@applaudsolutions.com



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