



Functional Course

PeopleSoft v9.2 Base Compensation and Budgeting

Human Capital Management (HCM)

Developed for implementation team members and functional end users, PeopleSoft Base Compensation and Budgeting v9.2 training quickly introduces students to the set-up considerations, configuration, and transactional processing components of the Base Compensation and Budgeting module. Through scenarios, real-world experiences from implementers, and hands-on activities, students gain an understanding of how to establish process and report on transactions.

Prerequisites:

- PeopleSoft v9.2 Foundations (HCM)

Business Process Overview

- Overview
- Perquisites
- Salary administration plans
- Salary increases (budgeting and planning)
- Mass salary increases
- Merit increases (assignment and approval)
- Plan salary data (viewing and reporting)

Set Up Base Compensation and Budgeting

- Define Salary Increase Guidelines Using a Configurable Matrix
- Set up Salary Plans, Grades, and Steps
- Run Salary Grades and Salary Steps Reports
- Set Up Base Compensation Budgeting and Planning

Administer Salary Plans, Grades and Steps

- Understand Salary Plans
- Understand Salary Increase Guidelines
- Understand Salary Grades and Steps

Administer Salary Plans, Grades and Steps (cont'd)

- Administer Compensation with Salary Plan Defaults
- Administer Salary Increases
- View Worker Salary Structure Information
- Report Worker Salary Structure Information

Use Configurable Matrices

- Understand Configurable Matrices
- Define Sources for Configurable Matrices
- Define Results for Configurable Matrices
- Define and Maintain Configurable Matrices
- Use Special Rules to Create Configurable Matrices
- Copy Matrices

Budget and Plan Salary Increases

- Understand the Base Compensation Budgeting and Planning Business Processes
- Calculate Base Compensation Budgets
- View Budget Comparisons

Budget and Plan Salary Increases (cont'd)

- Plan Group Salary Increases
- Load Salary Changes to Compensation Records

Define, Assign, and Approve Merit Increases

- Define Merit Increase IDs and Groups
- Assign, Approving, and Loading Merit Increases

Process Mass Salary Increases

- Update Salaries by Salary Plan or Pay Group
- Update Salaries by Job Code

View and Report Summary Salary Data

- View Compensation History
- Run Compensation Change Reports
- Viewing Worker Ranking
- Viewing Job Evaluations