

# 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