Administrator

Integration of HR-Expert into Webdesk EWP

It is a good idea to make the link to HR-Expert available by means of a separate menu tree entry in Webdesk EWP. All that is required is an action configuration of the action po_openExternalWebPage, which points to the URL 'hr-expert'. Furthermore the checkbox "redirect" should be activated.

Define access

HR-Expert is accessed via 2 roles, one for full access and the other for read-only access. The names of the two roles are defined using the following system parameters:

- hr => HrOptions => userRole
- hr => HrOptions => userRoleReadOnly

Please note that the referenced role names in the system parameters must correspond to real Webdesk roles. Assuming the role name for full access would be **$HRX_User** and the role name for read-only access would be **$HRX_User_ReadOnly**.

To give a user access to HR-Expert, he must be assigned the role $HRX_User. The competence of the role assignment determines which clients can be edited with HR-Expert.

Defining Access to Reports

All HR-Expert reports that can be accessed via the menu item "Personnel -> Reports" are technically configured Webdesk actions. This means that an authorization must be granted for each individual report so that the user can see it in the menu and call it up with a specific person area.

The following Webdesk action configurations correspond to the reports in HR-Expert:

Berichtsgruppe	(technischer) Name der Webdesk-Konfig	Beschreibung
Changes	changes	contains the reports • Entry/exit list • Implementations • OrgUnit change • Changes in hours per week
Cost Center Lists	costCenterLists	contains the reports • Employee list • Employee contingents • Cost center quotas
Employee Lists	employeeLists	contains the reports • Employee list • Telephone list • Responsibilities • Education and training • Certificates • Training list • Birthdays and Jubilees
Employee State	employeeState	contains the reports

			• Full power calculation
			• Reason and status list
			• Employees and
			• Type of employment
			• Employment status
			• Levels of employment
			• Years of Service
Org Unit Lists	orgUnitLists	Contains the report "Department list"	
Position Plan	positionPlan	Contains the report "Establishment plan"	

Customizing Lists

As an administrator, lists of dropdown fields can be adapted to your own requirements.

Field name	Description	HR-Expert assignment	Webdesk Key Value Types
Social insurance providers	List of health insurance institutions	#person, tab master data field health insurance	HrHealthInsurance
Sector of companies	List of industries for classifying newly created companies	#company, #person Tab Education / Career	HrCompanyIndustryGroupCode
Legal form	List of company forms	#person, Tab Employment / Secondary occupations	HrCompanyLegalForm
Currencies	List of currencies	#person, Tab Finance, Salary	HrCurrency
Disability code	List of disabilities	#person, Tab Employment / Disability	HrDisablementCode
Question type	List of Question Categories for the Appraisal Template	#appraisalinterviewtemplate	HrdQuestionType
Employment code	List of the different forms of employment	#person, Tab Employment / Employment	HrEmploymentCode
Reason	List of various reasons to change employee status	#person, Tab Employment / Employment	HrEmploymentStateReasonCode
Religious. Confession	List of religions	#person, Tab Master Data	HrEthnicCode
Overtime hours	List of included overtime hours	#person, Tab Employment / Employment	HrOvertimeCode
Reason for change	List of reasons why a position can get a new person assignment	#Position Tab Job holder, and TabOrganization / Positions	HrPersonPositionChangeCode

Tax advantages	List of tax advantages	#person, Tab Finances / Tax Benefits	HrPersonTaxationBenefitType
Relationship	List of possible degrees of kinship	#person, Tab Family / Other relatives	HrRelationshipCode
Reason for change	List of reasons why a financial reference may be changed	#person, Tab Finances / Salary	HrSalaryChangeReasonCode
Purchase	List of the possibilities of purchase	#person, Tab Finances / Salary	HrSalaryCode
Frequence	List of frequencies of remuneration	#person, Tab Finances / Salary	HrSalaryPayFrequencyCode
Function	Supervisory Board, Management Board, Shareholders, Managing Directors	#person, Tab Employment / Secondary jobs	HrSecondaryJobFunction
Social Insurance Group	List of possibilities to be registered with social insurance	#person, Tab Employment / Employment	HrSocialSecurityGroup
Destination Country	List of all countries for which permits are to be entered	#person, Tab Employment / Permits	HrTargetCountry
Internal Title	List of possible internal company titles	#person, Tab Master Data	HrTitleInternal
Typ	List of possible permits	#person, Tab Employment/ Permits	HrTypeOfPermit
Academic Title	List of possible academic titles	#person, Tab Family / Other relatives	HrTitle
Land	List of countries worldwide	Nationality, country of birth, office Country	PoCountry

System parameters for this module:

- HrJobShortNameGenerator
- HrMaternityRestrictionOptions
- HrOptions
- HrPersonDomainObjectReaderOptions
- HrPersonServiceLocator4Ps
- HrPositionShortNameGenerator
- HrServiceLocator4Wf
- HrSocialSecurityRegistrationOptions