ONESolution™

EMPLOYEE ONLINE AGENDA

Course Outline

Recommended Training Format: Live Virtual Classroom

Estimated Hours: 2 hours Client Interaction; .67 hours Consultant preparation and follow-up

Prerequisites:
1. Access to ONESolution
2. Previous knowledge of ONESolution Human Resources and Payroll (previously known as IFAS)

Audience: Key ONESolution Users, IT Support

Objective: During this remote training you will receive an overview of Employee Online. By the end of this training, you should have an understanding of the capabilities within Employee Online and how it is maintained in Payroll/ HR. This knowledge should be applied for Testing, End User Training and GO LIVE scenarios.

- Employee Online standard capabilities
- How to make changes via Employee Online
- Employee user vs. Employee Online Administrator user
- How to control Employee Online
- How to add create benefits in HREOSU

Homework: Prior to the next training course in the implementation series, the following tasks must be completed:

- Add all plans to HREOSU