From: UCPath-Training
To: UCPath-Training
Subject: UCPath Training Update - 9/7/21
Date: Tuesday, September 7, 2021 4:21:33 PM
Attachments: image001.png

Good afternoon,

The UCPath Training Team updated training materials for Self Service, Workforce Administration, Basics and Navigation and ePerformance. We recommend you communicate these changes to your users. The changes are as follows:

- Employee Self Service (POR112: Employee Actions: Benefits Information):
  - *Job Aid*: **Job Aid: Enroll an eligible Overaged Disabled Child (ODC)**
    - New job aid on how employees can enroll an overaged disabled child in UCPath

- Workforce Administration (WFA110: WFA Overview):
  - *Job Aid*: **HR Primary Job Derivation Logic Workflow**
    - New job aid on how UCPath determines the HR Primary Job for employees with multiple appointments

- Basics and Navigation (NAV310: AWE Overview and Approvals):
  - *Simulation*: The following simulation is updated to reflect changes to the **Document Type** field. Field values now match the user's security role:
    - **Approve ePerformance Document - Manager**

- ePerformance (EPR250: Supervisor and Manager ePerformance Activities):
  - *Simulations*: The following simulations are updated to reflect changes to the **Document Type** field. Field values now match the user's security role:
    - **View Approval Statuses and Comments**
    - **View Current Documents (Supervisor/Manager)**

- ePerformance (EPR310: HR Administrator Activities):
  - *Simulations*: The following simulations are updated to reflect changes to the **Document Type** field. Field values now match the user's security role:
    - **Approve ePerformance Document – Administrator**
      - This job aid is also located under the following course: NAV310: AWE Overview and Approvals
    - **Create ePerformance Documents and View Results**

- **View ePerformance Documents**

You can see all changes for each course by revision number here:
D2_LocationCourseChanges.pdf (new Box link).

The **UCPath Help** site was updated to reflect these changes. Please visit the following UCPath Help site links to see these new updates:

- Self Service Users
- Location Users

UCPath web courses for LMS* - Box link. Password: ucpathd2
**To add to your LMS, each location must download the web courses from Box, and your LMS administrator must add them to your LMS domain.*

*If necessary, forward this email to colleagues that may benefit from this information.

Thank you,

UCPath Training Team
University of California, Office of the President
14350-1 Meridian Pkwy, Riverside CA 92518
UCPath-Training@UniversityOfCalifornia.edu

UCPath Help:
Self Service Users | UCPath Users | Location Users

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