

## PeopleSoft Time & Labor Technical Rules Ed 2 Training

### Course Outline

#### **Module 1 - Setting Up PeopleSoft Time and Labor**

- Listing Prerequisites for Setting Up Time and Labor
- Establishing Time and Labor Setup Tables
- Creating, Building, and Viewing Calendars
- Setting Up Workgroups and Taskgroups
- Setting Up Time and Labor Security
- Setting Up Schedules

#### **Module 2 - Using Referential Integrity and Validation**

- Describing the Role of Referential Integrity
- Listing the Referential Integrity Triggers
- Listing the Situations in Which Time Validation Is Run
- Defining Validation Criteria

#### **Module 3 - Understanding Time Administration**

- Outlining the Time Administration Batch Process
- Describing the Application Engine Components of Time Administration
- Running Time Administration and Viewing the Results

#### **Module 4 - Using Rules and Rule Templates**

- Describing the Four Methods for Creating Rules
- Identifying the Delivered Rule Templates
- Creating Rules Using Delivered Rule Templates
- Prioritizing Rules and Creating Rule Programs
- Creating Override Rules

#### **Module 5 - Modifying an Existing Rule**

- Defining Rule Objects
- Describing Working Tables

- Creating a Template-Built Rule
- Describing the Steps to Modify an Existing Rule
- Copying, Modifying, and Creating SQL Objects
- Creating, Compiling, and Saving Rules
- Adding Rules to Rule Programs
- Attaching Rule Programs to Workgroups

#### **Module 6 - Creating Rules Using Online Tools**

- Describing the Basic Elements that Comprise a Rule
- Creating and Combining Actions and Conditions to Develop Rules
- Using SQL Objects to Create a Rule
- Creating Relationship Definitions

#### **Module 7 - Using Application Engine and User Exits**

- Identifying the Features of AE
- Analyzing an AE Program
- Creating New AE Program Objects
- Viewing and Adjusting AE Program Properties
- Developing User Exit Rules Directly in the Rules Application Library

#### **Module 8 – Using Time Reporting Codes**

- Defining Time Reporting Codes
- Establishing TRCs

#### **Module 9 - Troubleshooting**

- Configuring Time Administration Options
- Viewing the Application Engine Message Log
- Setting Up and Viewing an Application Engine Trace File
- Running Delivered Time and Labor Public Queries
- Managing Temporary Tables
- Identifying Tips to Troubleshoot Common Problems