

1 Month Away! UCPath June Release

Lived Name, Manage Job, Annual UCPath Upgrade

The <u>June Release projects</u> are scheduled to go-live in UCPath in 1 month, on June 20, 2023.

Preparing for the Changes

1) Attend the June Release Topic Based Zoom

Join us for our **UCPath Projects: June Release** Topic Based Zoom on **Wednesday, May 31, 2023** from 11:00am - 12:00pm for an overview of the projects below.

- Add to Outlook Calendar
- Add to Google Calendar

2) Approve all local UCPath transactions by Monday, June 12, EOD

All local UCPath transactions must be approved by June 12, 2023 EOD (end of day).

3) Keep a manual record of all UCPath transactions entered from June 1 – June 12

Transactors will need to plan to keep a **manual record** of all UCPath transactions entered between **June 1, 2023 to June 12, 2023** as part of UCPC's contingency plan, in case a system backup will need to be restored.

4) Be aware of the UCPath System Downtime

The UCPath system will be unavailable from Friday, June 16 @ 3:00 pm – Monday, June 19 @ 9:00 pm in order to implement the June Release projects. During the scheduled downtime, employees, managers, and transactors will not have access to the system.



Review the <u>June Release project space</u> here.

Lived Name

The <u>Lived Name</u> project will update the Name field in the UCPath system to show an employee's self-chosen name, in partnership with the <u>Gender Recognition and Lived Name Policy</u>.

You may see an employee's legal name or receive a legal name from an external vendor. **Always** refer to employees by the name provided in the **Name** field in UCPath. Remember to be mindful and familiarize yourself with the <u>Lived Name Terms and Definitions</u>.

Transactors should search for employees using the EMPLID (Employee ID) to mitigate the risk around transaction validation. View the **Searching for Employees in UCPath** visual graphic here.

What's coming?

- The Name field in UCPath will show the employee's self-chosen name
- View the <u>UCPath Page Labels for Lived Name Guide</u> here.

Who will be impacted?

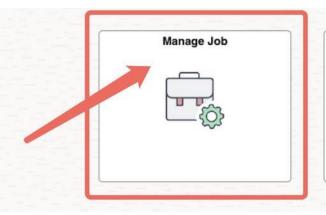
• All UCPath transactors will be impacted by the Lived Name project



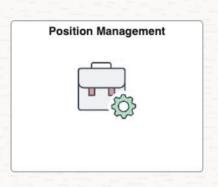
Review the <u>Annual UCPath Upgrade & Lived Name Demos</u> for an overview of the changes coming with Lived Name.

Replace PayPath Phase 1: Manage Job Tile

Phase 1 of the <u>Replace PayPath</u> project will feature the new **Manage Job** tile, which will provide a modernized solution to accurately and reliably process job data information directly in UCPath.







 The Manage Job tile will have improved Job Data display and new search and page display options to improve data validation

What will remain the same?

- Transactors will continue to use PayPath and Smart HR Templates
- The existing (classic) Job Data page that is in the HR Tasks tile will still be available

Who will be impacted?

- Early adopters from Central Offices will be able to transact and test the Manage Job tile functionality before all transactors can access the tile
- Transactors who currently have access to **PayPath** pages will see the Manage Job tile on the Workforce Administration page, but will be a **view-only** page.



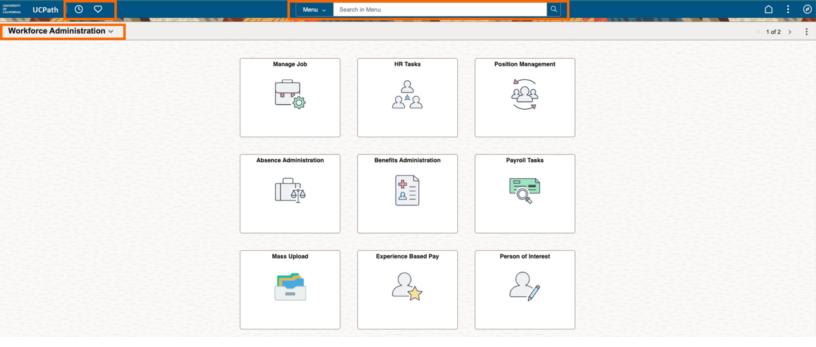
Review the Manage Job Project Demo for an overview of the changes coming with Replace PayPath.

Annual UCPath Upgrade

The Annual UCPath Upgrade will deploy the latest PeopleSoft HCM software, PUM 44 and Tools 8.6, to the UCPath system.

What's coming?

- A new Fluid interface with a color scheme that helps with visual accessibility
- A new Quick Access Bar with icons for Recently Visited pages, Favorites, and Global Search functionality
- A new Homepage selector to toggle between PeopleSoft Homepages (WFA and General Ledger)
- Label changes: the Transaction Status page will now be called Smart HR Transaction Status (Navigation: Main Menu > PeopleSoft Homepage > Workforce Administration > Smart HR Template > Smart HR Transaction Status)
- View a list of features coming with PUM 44 with screenshots here



Who will be impacted?

• All UCPath transactors will be impacted by the Annual UCPath Upgrade



Review the <u>Annual UCPath Upgrade & Lived Name Demos</u> for an overview of the changes coming with the Annual UCPath Upgrade.



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