Employee Transactions

Transactions are migrating away from Smart ePAR transactions to the use of delivered Template Based Transactions on Fluid HCM pages, providing users with a faster, more direct navigation to approvals with fewer clicks.

- Template Based Transactions in Fluid
- Smart ePAR Non-Pay Transactions
- Smart ePAR Pay Transactions
- HCM Favorites

Learn how to process the following Template Based Transactions on Fluid HCM pages:

- Course Completions
- Contract Pay
- Create Positions
- Funding Entry
- Hire or Rehire
- Payroll Expense Transfer (PET)
- Person of Interest (POI)
- Termination
- Transfer Employees
### Smart ePAR Non-Pay Transactions

<table>
<thead>
<tr>
<th>Transaction</th>
<th>Learn More</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Changes</td>
<td>[1]</td>
</tr>
<tr>
<td>Group Termination</td>
<td>[2]</td>
</tr>
<tr>
<td>Leave</td>
<td>[3]</td>
</tr>
<tr>
<td>Group Changes</td>
<td>[4]</td>
</tr>
<tr>
<td>Person of Interest (POI)</td>
<td>[5]</td>
</tr>
<tr>
<td>Other tasks</td>
<td>[6]</td>
</tr>
</tbody>
</table>

### Smart ePAR Pay Actions

- **ePAR Additional Pay**
  - Add or Modify
  - Inquiry

- **ePAR Pay Rate Change**
  - Increase or Decrease Current Pay
  - Expert Add, Add, Modify, Inquiry

- **Non-Person Profile (NPP)**
  - Add or Update
  - Add, Modify, Inquiry

### Additional Pay

- **Issue additional pay (one-time and recurring)** [7]

### Pay Rate Changes

- **Enter a Pay Rate Change** [8]

### Non-Person Profile (NPP)

- **Creating or Updating a Non-Person Profile** [9]

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The videos below walk you through how to use HCM Favorites as well as how to navigate and log into HCM.

**How to: Navigate Through HCM**

**How to: Log into HCM**

**How to: Use HCM Favorites**

**Groups audience:**

HCM Community