Enter Group Changes [1]

Speed up transactions with Group Changes.

HCM lets you to make changes for a number of employees in your department. The types of changes you can make include FLSA (Overtime Eligibility), pay group, appointing authority, supervisor/reports to and location changes.

Step-by-step: Entering Group Changes [2]

Quick Reference Guide: View Completed ePar Transaction and Track their Status [3]

Step-by-step: Approving Transactions [4]

Groups audience:
HCM Community
Right Sidebar:
HCM: Resources Key
HCM: Feedback
HCM: Document Library
HCM: Submit a Ticket

Source URL:https://www.cu.edu/hcm-community/employee-transactions/non-pay-transactions/enter-group-changes

Links
[1] https://www.cu.edu/hcm-community/employee-transactions/non-pay-transactions/enter-group-changes
[2] https://www.cu.edu/docs/sbs-entering-group-changes [3] https://www.cu.edu/docs/sbs-updating-candidate-profile [4] https://www.cu.edu/docs/sbs-approving-transactions