

# “Integrated Human Resources System”

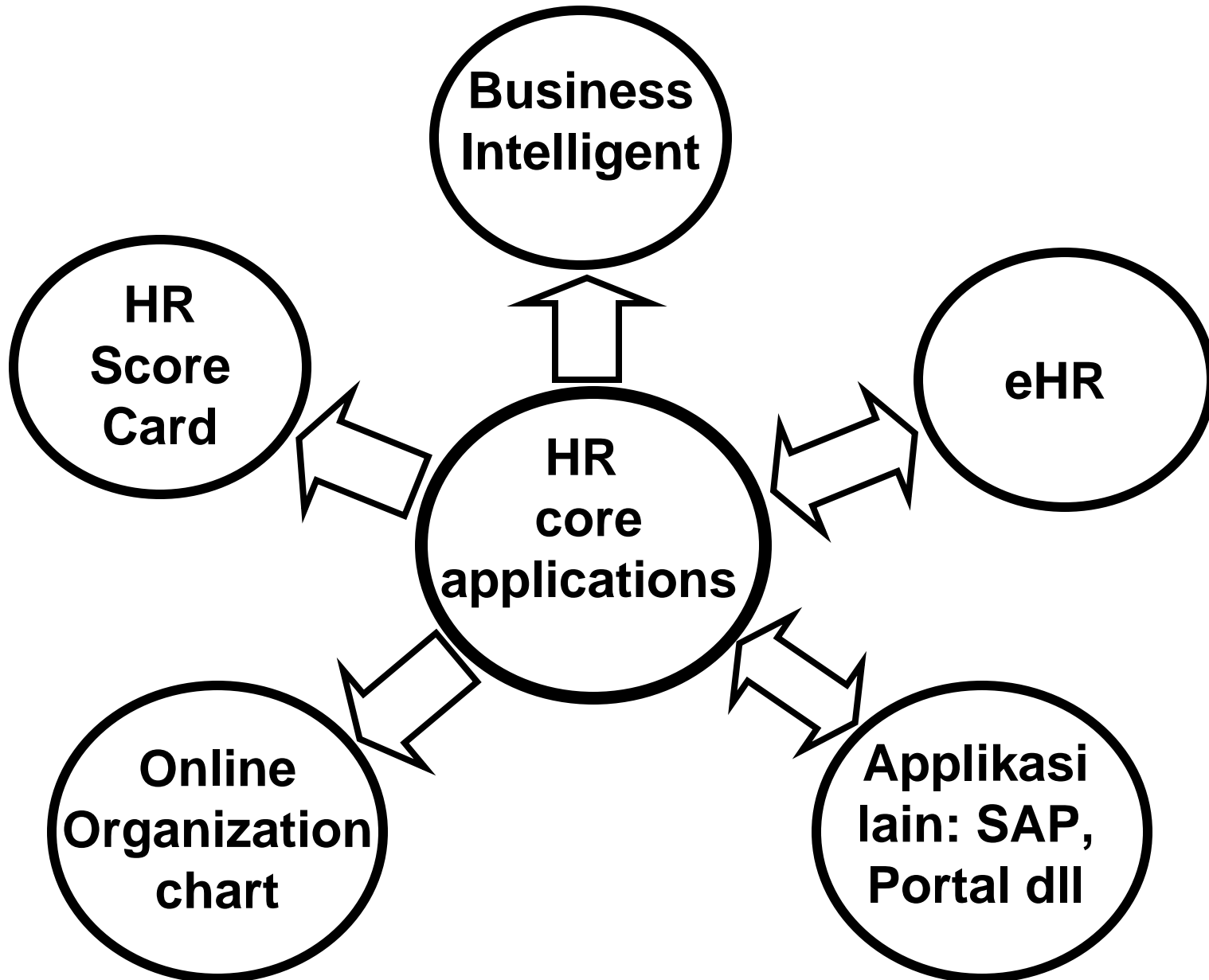
**Disiapkan dan dipresentasikan dalam acara  
Kuliah Umum Filkomti**

**Tubagus Bharata YUSUF**

**Universitas Gunadarma  
D340 - Kampus Margonda**

**Depok, 6 Januari 2009**

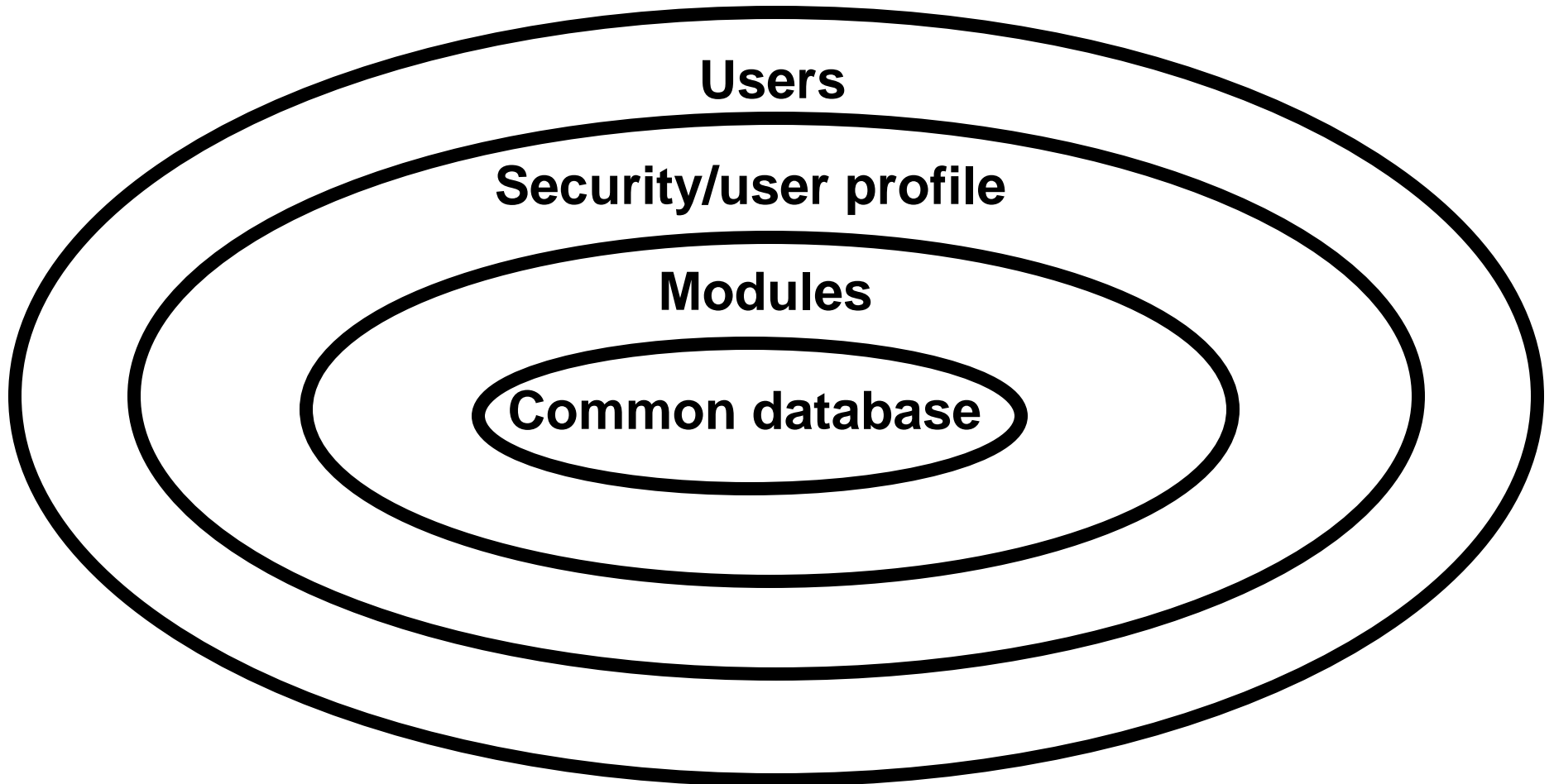
# HR core applications & aplikasi lainnya (p1/2)



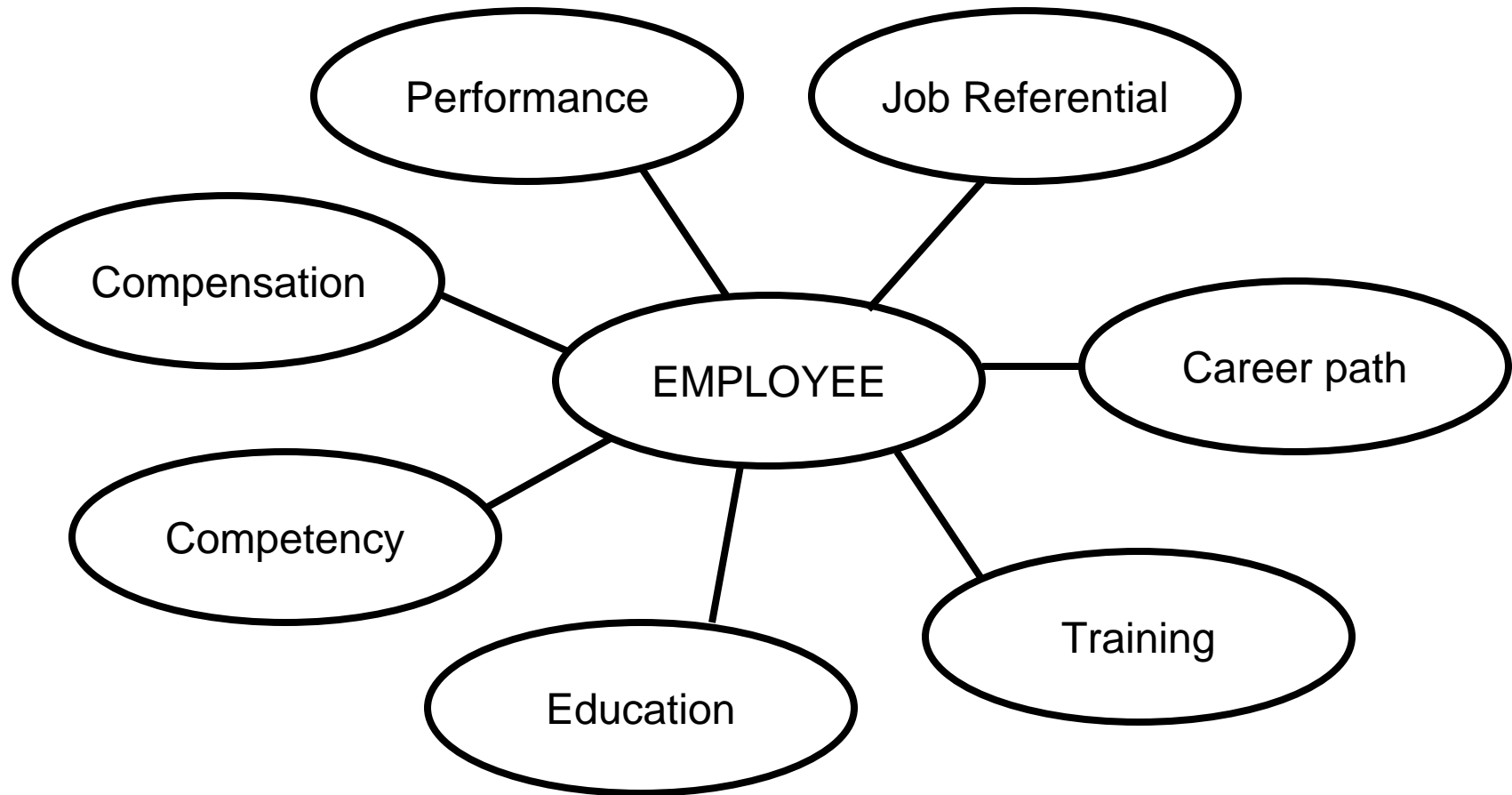
## HR core applications & aplikasi lainnya (p2/2)

| <b>System</b>                     | <b>Fungsi</b>   | <b>Software</b>   |
|-----------------------------------|---|---|
| HR core applications              | Operational System yang dipakai oleh HR untuk "event tracking": data entry pegawai mulai di rekrut sampai kontrak selesai.  | PeopleSoft, SAP   |
| eHR (Electronics Human Resources) | Memberikan tool kepada pegawai dan manager untuk memegang kendali terhadap informasi tentang diri and pegawai-pegawainya.   | PeopleSoft  |
| Business Intellegent              | System yang dirancang untuk Reporting, Analysis dan Presentasi. Dipakai oleh top managers (decision makers). Data di presentasikan secara aggregated.               | BusinessObjects, SAP BI, Oracle OLAP, COGNOS<br>(OLAP=Online analytical processing) |
| HR Scorecard                      | Aplikasi yang dirancang untuk mengukur human resources performance. Contoh: Turnover, Hiring cost, Training rate dll.   | BSD, in-house developed software  |
| Online Org. Charting              | Aplikasi Web-based untuk menampilkan organization chart berdasarkan "reporting line" dari core application. Aplikasi ini sangat berguna untuk kontrol data quality. | Nakisa, PeopleBoard, Ingentis   |
| Applikasi lain                    | Aplikasi lain di korporasi (Finance, Manufacturing, Sales dll)  | SAP, Payroll, Company Portal, in-house applications dll                             |


## Komponen dari aplikasi HR



## HR core applications: Module utama



# Contoh halaman PeopleSoft



[Home](#) | [Add to Favorites](#)

**Menu** ☐

**Search:**

 »

**Work Location**
Job Information
Payroll
Salary Plan
Compensation
Benefit Program Participation ▶

YUSUF, Tubagus Bharata      Employee      **EmplID:** 042434      **Empl Rcd#:** 0

**Work Location**
Find | View 1
First ◀ 1-3 of 3

**Payroll Status:** Active

**Effective Date:** 06/15/2000      **Effective Sequence:** 0

**Action / Reason:** Sch Change      EQU      Changement d'Equipe      **Action Dt:** 06/15/2000

**Position Number:**

Override Position Data

**Regulatory Region:** FRA      France

**Company:** 030      STMicroelectronics S A      03/01/2000

**Business Unit:** FRABU      France Business Unit

**Department:** SG5076      Hr Plan Devt & Is      **Department Entry Date:** 03/01/2000

**Organization:** SHR      **Group:** AD      **Corporate Function:** G and A

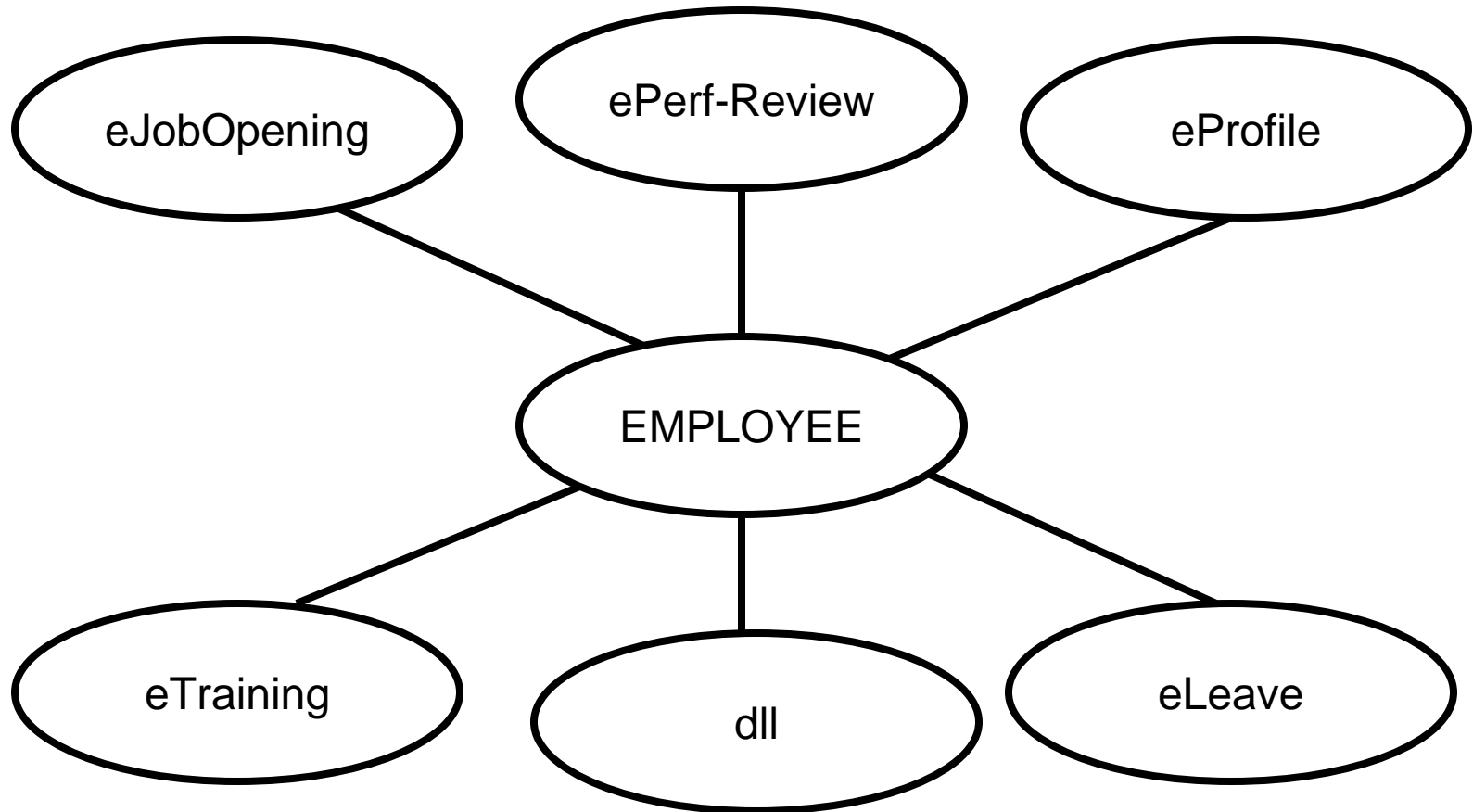
**Location Code:** 0320      St Genis      **Registered Location:** 0320      St Genis

**Supervisor ID:** NOTDEFINED

**Fctl Reports to:** NOTDEFINED

- ▶ My Favorites
- ▶ eHR Employee
- ▶ Support Tool
- ▶ Recruiting
- ▼ Workforce Administration
  - ▶ Personal Information
  - ▼ Job Information
    - ▶ Contract Administration
    - ▶ Review Job Information
    - [Current Job Information](#)
    - [Data History](#)
    - [Employee Disclosure](#)
    - Job History
    - Job Data
    - [Company Property](#)
    - [Credit Card](#)
  - ▶ Labor Administration
  - ▶ Absence and Vacation
  - ▶ Head Count Reports
  - ▶ Workforce Reports
  - [eAgreement-HR Access](#)
- ▶ Benefits
- ▶ Compensation
- ▶ Workforce Development
- ▶ Enterprise Learning
- ▶ Workforce Monitoring
- ▶ Set Up HRMS
- ▶ Reporting Tools
- ▶ PeopleTools
  - [Change My Password](#)
  - [My Personalizations](#)

# Module eHR



# Contoh halaman menu utama eHR

PeopleSoft®

**Menu** [Refresh] [Minimize] [Close]

Search:  [Search]

- ▶ My Favorites
- ▶ eHR Employee
- ▶ eHR Manager


### Employee eSS and eTraining

|   |  |
|---|--|
|  <b>Job Info</b><br>My Job Information                             |  <b>Enrollment</b><br>Request Training Enrollment |
|  <b>Enrollment Status</b><br>View Enrollment Status                |  <b>View History</b><br>View Training History     |
|  <b>View/Edit- My Personal Info</b><br>View/Edit- My Personal Info |  |

### Manager View Info




|  |
|--|
|  <b>View My Job Req</b><br>View My Job Req |
|--|

### eJobReq

|   |
|---|
|  <b>Create JobReq</b><br>Create a Job Req / Edit a Draft |
|---|



# Contoh halaman eLeave



Submit Request  

Eleave ▾ Common ▾

### Submit Leave Request

Year : 2008 ▾

Leave : --SELECT-- ▾\* Balance :

From Date : \*  To Date : \*  Full/Half Day : --SELECT-- ▾

From Time :  h  m To Time :  h  m

Duration :   d   h  m

Remarks :

Requests

| <input checked="" type="checkbox"/> | From Date | To Date | Half/Full | From Time | To Time | Duration | Leave |
|-------------------------------------|-----------|---------|-----------|-----------|---------|----------|-------|
|-------------------------------------|-----------|---------|-----------|-----------|---------|----------|-------|

**Please note:**

- For Child Care Leave, please indicate your child's name and the date of birth in the Remark column
- For Paid Time-off, please indicate the date & working hours you are claiming against in the Remark column
- For Swop Saturday, please indicate the Saturday you have worked in the Remark column
- I authorise the company to deduct my salary for any advance leave at the time of my leaving the company.

# Users

- ④ Jumlah total user aplikasi yg diilustrasikan disini mencapai kurang lebih 30,000 user yang tersebar di kira-kira 15 negara. Dengan breakdown:
  - ④ Departmen Human resources (traditional users): 600-1,000
  - ④ Manager: 5,000
  - ④ Pegawai: 24,000
- ④ Dari seluruh user, perlu di klasifikasikan menurut role nya masing-masing module dan jenis data yang bisa mereka access. Ini penting untuk membangun “User Profile” database.
- ④ User Profile, juga menentukan data dari negara, lokasi atau departemen apa saja seorang user bisa access. Contohnya, user di Singapore hanya bisa meng-access pegawai-pegawai yang bekerja di lokasi-lokasi Singapore, data pegawai dari negara lain, walaupun disimpan di 1 database yang sama harus tidak bisa di-access.
- ④ Contoh ke dua, seorang HR admin yang bertanggung jawab untuk Training tidak diberi access ke data gaji dan kompensasi lainnya.

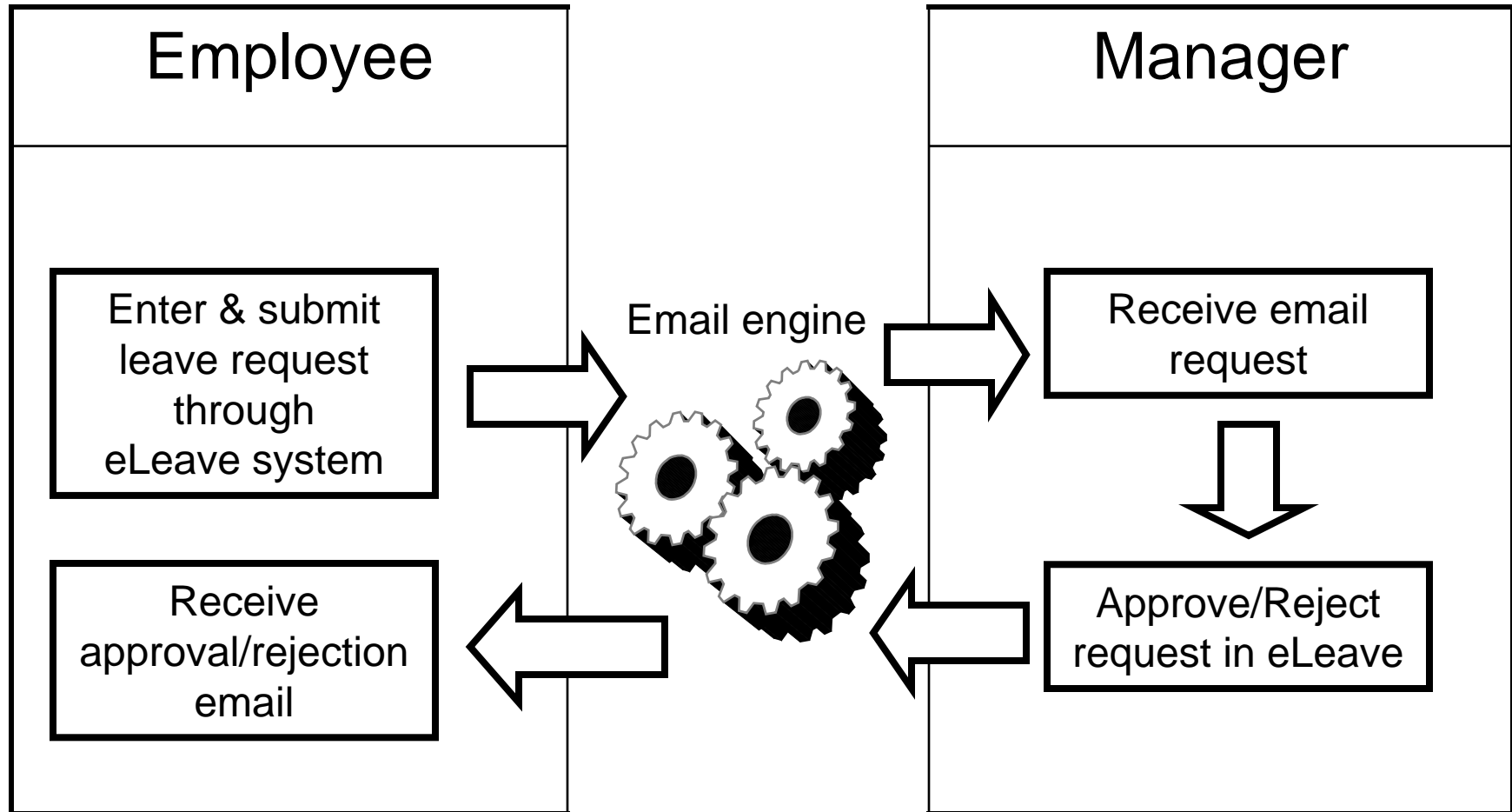
## Security/User profile (HR)

| User Group             | Module                                    | Data  |
|------------------------|---|---|
| Superuser              | Semua module                              | Semua data berdasarkan geography/organisasi |
| Training Admin         | Training                                  | Training, competency & employee profile     |
| Recruitment            | Recruitment, career path, job referential | Job posting, Talent Pool & employee profile |
| Payroll                | Penggajian (monthly payroll)              | Gaji, Absentism & employee profile          |
| Compensation & Benefit | Compensation analysis                     | Gaji, career path, job ref, performance     |

# Security/User profile (Manager & Pegawai)

| User Group | eHR Module   | Data   |
|------------|--|--|
| Manager    | Semua module eHR termasuk posting function utk JobOpening dan validation function. | Manager dan semua pegawai dibawah reporting line dia   |
| Pegawai    | Semua module eHR tanpa posting dan validation function                             | Data pegawai sendiri termasuk Profile, Gaji, grade dll |
|            |  |  |

## Contoh Process untuk eLeave



## Common database

|            |  |
|------------|--|
| Fungsi     | Common database merupakan data repository unique yang berguna menyimpan data pegawai dari seluruh kantor-kantor seluruh dunia.   |
| Keuntungan | <ul style="list-style-type: none"><li>•Infrastructure yang sama</li><li>•Merupakan landasan yang baik untuk pengembangan Business Intellegent, Scorecard, online org charting.</li><li>•Data center support yang relatif kecil.</li></ul>  |
| Kekurangan | <ul style="list-style-type: none"><li>•Mahal: perusahaan dituntut untuk mempunyai jaringan yang baik dan dapat diandalkan.</li><li>•Masalah Privacy dan data security: support team pada data center mempunyai akses ke data seluruh pegawai</li><li>•Perbedaan Time Zone antar benua mengganggu 1 atau lebih Time Zone pada saat “closing”.</li></ul> |
| Software   | Oracle, Sybase, IBM, Microsoft   |