Administrator

Integrating HR-Expert into Webdesk EWP

It is advisable to provide the link to HR-Expert via a separate menu tree entry in Webdesk EWP. All that is needed for this is an action configuration of the action po_openExternalWebPage that points to the URL 'hr-expert'. In addition, the "redirect" checkbox should be activated.

Defining Access

Access to HR-Expert is granted via 2 roles, one intended for full access and the other for read-only access. The names of the two roles are set via the following system parameters:

- hr => HrOptions => userRole
- hr => HrOptions => userRoleReadOnly

Please note that the role names referenced in the system parameters must correspond to actual Webdesk roles. Assume the role name for full access were **$HRX_User** and the one for read-only access were **$HRX_User_ReadOnly.**
To grant a user access to HR-Expert, they must be assigned the role $HRX_User. The competence target of the role assignment determines which clients they may edit with HR-Expert.

Defining Access to Reports

All HR-Expert reports that can be called up via the menu item "Personnel -> Reports" are, technically speaking, configured Webdesk actions. A permission must therefore be granted here for each report individually, so that the user sees it in the menu and can call it up for a specific group of persons.

The following Webdesk action configurations correspond to the reports in HR-Expert

Report group	(Technical) name of the Webdesk configuration	Description
Changes	changes	contains the reports - Hire/Termination List - Reassignments - Org Unit Changes - Weekly Hours Changes
Cost Center Lists	costCenterLists	contains the reports - Employee List - Employee Quotas - Cost Center Quotas
Personnel Lists	employeeLists	contains the reports - Employee List - Phone List - Responsibilities - Education - Certificates - Training List - Birthdays and Anniversaries
Employee Status	employeeState	contains the reports - Full-Time Equivalent Calculation - Basic and Status List

		- Employees - Employment Type - Employment Status - Employment Extent - Years of Service
Department Lists	orgUnitLists	contains the report "Department List"
Staffing Plan	positionPlan	contains the report "Staffing Plan"

Customizing Lists

As an administrator, lists for dropdown fields can be customized to your own preferences.

Field name	Description	HR-Expert assignment	Webdesk key-value types
Social insurance	List of health insurance providers	#person, Master data tab, Health insurance field	HrHealthInsurance
Industry of companies	List of industries for classifying newly created companies	#company, #person Education / Professional career tab	HrCompanyIndustryGroupCode
Legal form	List of company forms	#person, Employment / Secondary activities tab	HrCompanyLegalForm
Currency	List of currencies	#person, Finances tab, Salary	HrCurrency
Disability code	List of disabilities	#person, Employment / Disability tab	HrDisablementCode
Question type	List of question categories for the appraisal interview template	#appraisalinterviewtemplate	HrdQuestionType
Employment code	List of the various forms of employment	#person, Employment / Employment tab	HrEmploymentCode
Reason	List of various reasons for changing the employee status	#person, Employment / Employment tab	HrEmploymentStateReasonCode
Religious affiliation	List of religions	#person, Master data tab	HrEthnicCode
Overtime	List of included overtime	#person, Employment / Employment tab	HrOvertimeCode
Reason for change	List of the reasons why a position can receive a new person assignment	#position Position holders tab, and Organization / Positions tab	HrPersonPositionChangeCode
Type	List of tax benefits	#person, Finances / Tax benefits tab	HrPersonTaxationBenefitType
Relationship	List of possible degrees of kinship	#person, Family / Other family members tab	HrRelationshipCode

Reason for change	List of the reasons why a financial remuneration can be changed	#person, Finances / Salary tab	HrSalaryChangeReasonCode
Type	List of remuneration options	#person, Finances / Salary tab	HrSalaryCode
Frequency	List of the frequencies of remuneration	#person, Finances / Salary tab	HrSalaryPayFrequencyCode
Function	Supervisory board, executive board, shareholder, managing director	#person, Employment / Secondary activities tab	HrSecondaryJobFunction
Social insurance group	List of the options for being registered with the social insurance	#person, Employment / Employment tab	HrSocialSecurityGroup
Target country	List of all countries for which approvals are to be entered	#person, Employment / Approvals tab	HrTargetCountry
Internal title	List of possible company-internal titles	#person, Master data tab	HrTitleInternal
Type	List of possible approvals	#person, Employment / Approval tab	HrTypeOfPermit
Academic title	List of possible academic titles	#person, Family / Other family members tab	HrTitle
Country	List of countries worldwide	Citizenship, country of birth, office country	PoCountry

System parameters for this module:

- HrJobShortNameGenerator
- HrMaternityRestrictionOptions
- HrOptions
- HrPersonDomainObjectReaderOptions
- HrPersonServiceLocator4Ps
- HrPositionShortNameGenerator
- HrServiceLocator4Wf
- HrSocialSecurityRegistrationOptions