

eORR HRMS Security Roles for Departments

Role Name	User Type	Description of Role
FSU_EP_EMPLOYEE	ePerformance Employee role	As an employee, review and comment on my evaluation
FSU_EP_MANAGER	ePerformance Manager role	As a manager/supervisor, evaluate your employees online and submit completed documents to HR
FSU_FACET_AOR_REP	Departmental User	This provides necessary access to the department users who are responsible for generating, editing, and printing faculty Assignments of Responsibilities (AORs)
FSU_FACET_CORE_VIEW_ONLY	FACET view only	This role provides FACET reps with view-only access to key supplemental pages within FACET that will be valuable to them during the effort certification process.
FSU_FACET_REP	FACET department rep	This role provides FACET departmental representatives with access to certified effort reports for employees within the department for which you are listed as a FACET rep on the Department Reps page in OMNI. In addition, it provides access to view additional informational pages within FACET that would be helpful during the effort reporting cycle.
FSU_HR_DEPARTMENT_USER	Department User Role	This role includes the viewing of job and position data, citizenship data, update department rep information, and view tenure data as well as job code and departments.
FSU_HR_UPDATE_PI	Department User Role	This role gives update ability to update an employees personal information. This role is granted only to those that justify need to update personal information. Note: You must have the role of the Dept Rep in the Department Table.
FSU_OBI_ANS_DHR_RO	Department users	Role provides Read Only Access to the Department users- HR Shared Folder.
FSU_OBI_ANS_DHR_RW	Department users	Role provides Read/Write Access to the Department users- HR Shared Folder.
FSU_PR_DEPARTMENT_USER	Department User Role	This role includes access to view paychecks and department budget information, print pay advice (pay stub), create encumbrance and charge reports, review actual distributions and the comp leave liability report.

eORR HRMS Security Roles for Departments

Role Name	User Type	Description of Role
FSU_PY_FI_REP_INQUIRY	Grants access to OBI reports.	This role grants access to Financial Reps that have no other special HR access; it allows reps to see HR reports within the OBI reporting tool.
FSU_SS_ADDL_APPROVER	Department User Role	This role may be used for other employees who only occasionally need to approve offers and ePAFs but do not have any of the above approver roles. Currently, ADDL_APPROVER cannot approve job openings.
FSU_SS_MANAGER	Department User Role	This role includes the following: Time Management - access to report time for employees, approve time and view time and exceptions (errors). Users with this role can also view time calendars, payable time summary and detail, compensatory time as well as run the Employee Payable Time Report. Personal Information - grants access to view employee personal information. Only those that have direct reports will be viewable. ePAF grants access to the ePAF component and the functionality to enter (create) an ePAF for the purposes of funding, salary, status or standard hours changes as well as terminations and OPS transfers, approve an ePAF*, view/rework an ePAF or view an ePAF prior to May 07 for ePAFs in which they were associated. Recruiting - functionality to create a job opening, manage interview, create an interview evaluation, pre-employment checklist, prepare job offer. They may also approve job openings and job offers providing the originator is not an approver for this same transaction.
FSU_SS_RECRUITING_APPROVER	Department User Role	This role is given to the manager on the department table. Job openings and offers are routed via workflow to the manager on the department table. Users with this role can also create a job opening, manage interview, create an interview evaluation, pre-employment checklist, prepare job offer however, they should not approve their own job openings or job offers where they are the originator.

eORR HRMS Security Roles for Departments

Role Name	User Type	Description of Role
FSU_SS_VP_APPROVER	Department User Role	This role is usually granted to a higher level of approval and is used for the purposes of workflow approval. Individuals with this role approve job offer and ePAF transactions for salaried positions. They can also be added as an additional approver for OPS appointments. Currently, VP_APPROVER cannot approve job openings.
FSU_TL_REP	T&L Representative for Dept.	This role is to request Time and Labor Representatives and Groups for Departments and is more of a Title than a functioning security role.

5/25/2010