

# ORACLE HYPERION WORKFORCE PLANNING

## KEY FEATURES AND BENEFITS

### KEY FEATURES:

- Packaged application with prebuilt functionality incorporating best practices
- Head count and expense management
- Flexible customization tools
- Integral part of Hyperion Planning
- Dependable security

### KEY BENEFITS:

- Simplify implementation and reduce maintenance requirements with prebuilt functionality
- Address all workforce planning requirements with a fully flexible and open architecture
- Achieve greater accuracy, predictability, and accountability
- Assess real-time impact of salaries and associated workforce expenses
- Reduce workforce planning cycle time

*Oracle Hyperion Workforce Planning is a special-purpose planning module that makes head count, salary, and compensation planning efficient across the enterprise. Designed with prebuilt functionality and out-of-the-box best practices, it simplifies the planning of workforce and workforce-related expenses, such as bonuses, fringe benefits, overtime payments, and merit increases. Additionally, it automatically and seamlessly links workforce expense plans into Oracle Hyperion Workforce Planning, allowing you to accurately assess, in real time, the business impact of workforce decisions on your overall expense plans.*

### Simplify Your Workforce Planning Across the Enterprise

In most organizations, employee compensation and related expenses are the largest line items in the budget. Having control over these expenses is critical to meeting corporate performance objectives.

However, as financial planners model and plan general expenses, they face a constant challenge in tracking current salaries, planning for future compensation, and calculating associated workforce expenses. They require input from operational-level managers and human resources (HR), who typically store the information in various disconnected spreadsheets or custom applications that make analyzing information across all business functions extremely difficult and time-consuming.

Financial planners need a single financial planning solution that will satisfy both general expense planning and detailed workforce-related expense planning. They want to deploy an easy-to-use solution to operational-level managers who can be directly involved in the planning process. And they must be able to easily incorporate HR information for strategic analysis. Oracle Hyperion Workforce Planning helps you easily address all of these needs by providing the only comprehensive solution that handles workforce, salary, and compensation planning out of the box.

### Key Benefits

#### Ease Implementation While Reducing Maintenance Burdens

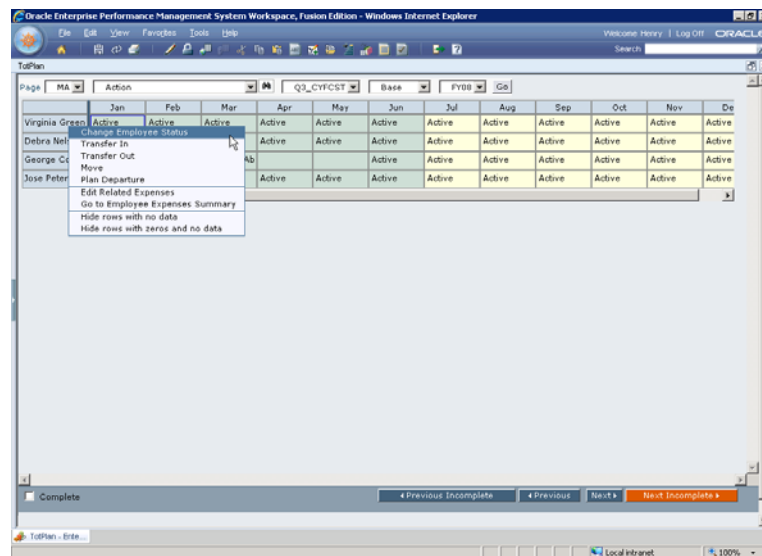
To implement a custom-built workforce planning solution costs you lots of time and money. Instead, you can rely on Oracle Hyperion Workforce Planning for best-practice functionality that will help you implement a solution quickly, thereby saving money and IT efforts. With this prebuilt functionality, you can eliminate the maintenance needed for custom-built workforce planning solutions, including ongoing updates and enhancements that either burden your internal IT department,

require costly consultants, or both. As a result, you will be able to streamline your IT support requirements and allow your IT department to focus on other projects.

### Address All Planning Requirements with Customization Tools

Although the prebuilt functionality in Oracle Hyperion Workforce Planning consists of the most-common planning practices, some of your corporate practices might differ. Oracle Hyperion Workforce Planning lets you easily modify the application and the architecture to better meet your business requirements, so you don't have to modify your process to adjust to the software.

The option to leverage out-of-the-box functionality, slightly modify it, or completely change it gives you more flexibility to best use the application to your advantage.



Oracle Hyperion Workforce Planning allows you to execute prebuilt functionality from the out-of-the-box menu selections or redefine the menu with functionality specific to your workforce planning processes.

### Achieve Greater Accuracy, Predictability, and Accountability

With Oracle Hyperion Workforce Planning, you can involve operational staff and decision-makers who were previously not included in your planning process due to logistical issues such as disconnected spreadsheets or custom applications. Oracle Hyperion Workforce Planning centralizes your workforce planning activities and empowers decision-making at all organizational levels for greater predictability, accuracy, and accountability.

### Assess the Impact of Workforce Expenses in Real Time

Have you wondered how adding a new member to your team would affect your business? Oracle Hyperion Workforce Planning delivers the real-time business impact of your workforce decisions by automatically and seamlessly linking workforce data into Oracle Hyperion Planning. By helping you visualize how changes to your workforce expense plans impact your general expenses, Oracle Hyperion Workforce Planning allows you to proactively make workforce decisions and take quick actions when necessary.

### **Minimize Workforce Planning Cycle Time**

Oracle Hyperion Workforce Planning provides a comprehensive planning solution that addresses both workforce and general expense plans, allowing you to automate your workforce planning process and improve your plan accuracy and predictability. By helping you eliminate manual steps, redundancies, and unnecessary reconciliations, you will be able to streamline your workforce planning process, reduce planning cycle time, and spend more time on strategic analyses.

### **Key Features**

#### **Prebuilt Functionality Incorporating Best Practices**

Oracle Hyperion Workforce Planning includes prebuilt, best-practice functionality, such as account structures, calculations, Smart Lists, menus, data forms, and dimensions. Developing the same functionality in-house typically involves costly and time-consuming customization efforts. By using Oracle Hyperion Workforce Planning, you will have a framework to start your workforce planning process so that you do not have to build from scratch.

#### **Head Count and Expense Management**

The prebuilt functionality for head count and expense management in Oracle Hyperion Workforce Planning allows you to

- Modify the title, grade, rate, and other information for existing and future employees
- Add, edit, and delete to-be-hired (TBH) employees
- Easily manage head count by using selections from Smart Lists to plan for an employee's departure or leave of absence
- Transfer employees from one cost center to another either directly or using a two step 'transfer out/transfer in' process
- Plan salaries and other compensation, including bonuses, fringe benefits, and other expenses for existing and to-be-hired employees

#### **Flexible Customization Capabilities**

To accommodate varied workforce planning processes, Oracle Hyperion Workforce Planning includes tools to customize data forms, calculations, dimensions, menus, and accounts. With this product, you can

- Elect to leverage the prebuilt intelligence and functionality or tailor them with customization tools
- Customize calculations using member formulas and business rules
- Easily customize tax calculations that vary from country to country
- Customize accounts, menus, and dimensions using administration tools

Additionally, Oracle Hyperion Workforce Planning provides an open and flexible architecture, allowing you to plan by individual employee at a detailed level or by department at a higher level.

**RELATED PRODUCTS****ORACLE'S  
PERFORMANCE  
MANAGEMENT  
APPLICATIONS**

Oracle's performance management applications comprise a modular suite of integrated applications that support a broad range of strategic and financial performance management processes to enable management excellence. Part of Oracle's enterprise performance management system, these applications can be quickly deployed out of the box, extended with Oracle's business intelligence product family, or tailored to meet your organization's specific needs.

**RELATED PRODUCTS:**

Oracle's performance management applications include the following products:

- Oracle Hyperion Financial Management
- Oracle Hyperion Planning
- Oracle Hyperion Performance Scorecard
- Oracle Hyperion Strategic Finance
- Oracle Hyperion Capital Asset Planning
- Oracle Hyperion Profitability and Cost Management
- Oracle Integrated Operational Planning
- Oracle Crystal Ball

**Integral Part of Hyperion Planning**

Using disconnected spreadsheets or custom applications keeps your planning process extremely manual. Oracle Hyperion Workforce Planning allows you to eliminate manual steps by tightly integrating with Oracle Hyperion Planning. As a result, changes you make to the workforce planning application are immediately reflected in the planning application, allowing you to analyze the impact on your general expense plans in real time. In fact, with the composite grid feature, you can view the impact of these changes on your general expense plans in a single screen. Additionally, you can incorporate actual HR and payroll data into your workforce plan, combining existing headcount and salary information with other compensation information to formulate a complete forecast.

**Dependable Security**

With Oracle Hyperion Workforce Planning, you can securely control which employees or departments have access to the appropriate views—a critical requirement for managing sensitive and confidential employee compensation information. Oracle Hyperion Workforce Planning ensures maximum protection of employee information by allowing only the appropriate planners to view, add, delete, and define merit increases as well as manage bonuses and salary changes at the global, departmental, or employee levels.

**Contact Us**

For more information about how your organization can leverage the power of Oracle Hyperion Workforce Planning, please visit [oracle.com](http://oracle.com) or call +1.800.ORACLE1 to speak to an Oracle representative.

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