

CMS Human Resources

Labor Cost Distribution 8.9
Training

CMS HR: Agenda

- Documentation
- Training and Support Information
- Demo: Rosters & Reports
- Hands on Exercises

CMS HR Support and Training

- Help Desk x7777
- IT Training Website

<http://www.fullerton.edu/ittraining>

- Upcoming Classes & Open Labs
- Training Guides

Labor Cost Distribution: Rosters

- **Position Wizard** - departments to find positions within their department based upon job code, funding information, position pool, and budgeting level.
- **LCD Department Position Roster** - allows users to view all positions and associated funding information for a specific CMS department
- **LCD Employee Funding Roster** - view employee positions that are funded from their department based upon a ChartField string
- **LCD Funding Department Roster** - view which positions are being funded from their department based upon a ChartField string

Labor Cost Distribution – Page/ Reports

- **LCD History Page** – allows users to view salary and benefits information for employees in their department.
- **LCD Employee Funding Report** – allows users to view positions funded from their department based upon ChartField string.
- **LCD Salary Expenditure Projection Report** - provides users with salary baselines by position (salary savings).
- LCD Labor Expense Department Report – allows users to view funding that's been created by LCD payment process for the period. (not yet available)

CMS HR Training



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