# Oracle Fusion Cloud HCM

**Extending HCM Redwood Applications Using Visual Builder Studio** 

**24A** 

Oracle Fusion Cloud HCM Extending HCM Redwood Applications Using Visual Builder Studio

24A

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# Get Help

There are a number of ways to learn more about your product and interact with Oracle and other users.

### Get Help in the Applications

Use help icons ② to access help in the application. If you don't see any help icons on your page, click your user image or name in the global header and select Show Help Icons.

#### **Get Support**

You can get support at My Oracle Support. For accessible support, visit Oracle Accessibility Learning and Support.

### **Get Training**

Increase your knowledge of Oracle Cloud by taking courses at Oracle University.

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Use *Cloud Customer Connect* to get information from industry experts at Oracle and in the partner community. You can join forums to connect with other customers, post questions, suggest *ideas* for product enhancements, and watch events.

#### Learn About Accessibility

For information about Oracle's commitment to accessibility, visit the *Oracle Accessibility Program*. Videos included in this guide are provided as a media alternative for text-based topics also available in this guide.

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We welcome your feedback about Oracle Applications user assistance. If you need clarification, find an error, or just want to tell us what you found helpful, we'd like to hear from you.

You can email your feedback to oracle\_fusion\_applications\_help\_ww\_grp@oracle.com.

Thanks for helping us improve our user assistance!





# 1 Overview of Redwood Application Extension

# Overview of Redwood Application Extension

Human Capital Management (HCM) Redwood applications provide a comprehensive set of features designed to meet a wide range of business requirements. In addition, you can still make changes to your application to best fit your specific business needs.

The primary objectives of this guide are to:

- Help you understand how to effectively leverage VB Studio functionalities within the HCM Redwood application, thereby streamlining your experience.
- Guide you on how to identify the extensible elements of a page and the corresponding tools to use.

Refer to the official VB Studio documentation for detailed instructions on using specific VB Studio features.

### Terminology

Here are some terms to familiarize yourself with before you start extending your pages:

- **Advanced Mode**: An advanced interface in VB Studio where functional administrators are presented with all features to tailor Oracle Cloud Applications.
- Autocomplete Rules: A feature in HCM Experience Design Studio used to default and validate data in responsive pages.
- **Business Rules**: A feature of VB Studio used to control the display of regions and fields on a page. It's the Redwood equivalent of Transaction Design Studio for responsive pages.
- **Built-in Rule**: An Oracle-delivered rule, including localization rules, available for a page. It corresponds to the Delivered Rules in Transaction Design Studio.
- **Constant**: A property value used in the HCM application to control page behavior. The property value can be modified by a functional administrator at design time in VB Studio. Each constant has a designated name, description, and type established by Oracle, which can be a number, string, boolean, or array.
- **Customization and Extension**: Changes made by a functional administrator at design time that apply at the site level.
- **Dynamic Container**: An extendable page component used to organize content such as adding or reordering new content, both factory and user content, in a structured manner.
- **Express Mode**: A simple-to-use interface in VB Studio where functional administrators are presented with only the capabilities they need to tailor Oracle Cloud Applications pages.
- **Extension Rule**: A rule created within your extension. It corresponds to the Custom Rules in Transaction Design Studio.
- **HCM Experience Design Studio**: The HCM Application extensibility tool to extend responsive pages, which includes Transaction Design Studio and Autocomplete Rules.
- **Personalization**: Changes made by end users to pages at runtime that apply only to themselves and persist for that user each time they log in to the application. Personalization includes changes based on user behavior (such as changing the width of a column in a table), changes the user chooses to save, such as search parameters, or composer-based personalization, where an end user can redesign aspects of a page.



- Studio
  - Transaction Design Studio: A feature of the HCM Experience Design Studio used to control the display of Responsive pages.
  - **UI Element**: An action button, tab, filter, sort by, table, or any other element of a Redwood page that can be extended depending on the use of the constant. To understand the role of a constant on a page and the possible values it can take, refer to the constant label and description.
  - VB Studio: Oracle Visual Builder Studio (VB Studio) is a robust application development platform designed to effectively plan and manage work throughout all stages of the application development lifecycle.

### Types of Changes

The types of change you can make depend on the pages you're changing.

- Configuration: For most of the HCM Redwood pages, the configuration done in the setup tasks. For example, you can enable a descriptive flexfield (DFF) on the Manage Descriptive Flexfields page.
- **Application Extension**: These changes are made using VB Studio. For example, you may want to show a new descriptive flexfield on a specific page and only for a specific country.

### What's Extensible in Redwood Pages

The types of modifications you can make to an HCM Redwood page in VB Studio depend on the specific page you're modifying. The changes listed in this guide may not be universally available for all HCM Redwood pages.

**Note:** All setup tasks used to configure the responsive pages, whether global or specific to a product such as Manage Common Lookups, Manage Person Name Styles, and Manage Descriptive Flexfields, remain unchanged unless otherwise specified by the product documentation.

### Considerations for Extending Redwood Pages

- Extensibility is turned off for any dynamic components used in the HCM Redwood pages. You must remove any changes done in the layout prior to release 23D.
- Autocomplete Rules isn't supported for the pages rebuilt in Redwood. All rules built on the underlying business objects for this page must be disabled when you enable the Redwood page. Note that disabling rules on a business object will disable Autocomplete Rules for both the Redwood and responsive pages.

#### Related Topics

Examples of Configuration and Extension, and the Tools to Use

# Express Mode in Visual Builder Studio

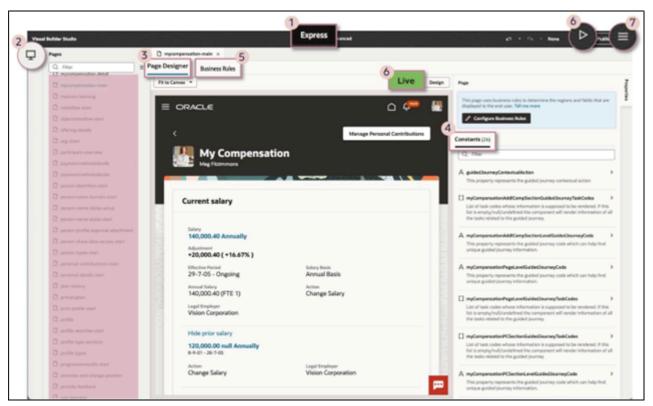
HCM leverages the Express mode in Visual Builder Studio to empower your business users to customize HR processes and ensure data quality. Express mode has 2 key components: business rules and constants.

- Business Rules is the Redwood equivalent of the Transaction Design Studio for responsive pages. These are the uses of business rules:
  - Leverage delivered best practices, or create your own rules based on various criteria, such as country and business unit.



- o Make fields and regions required or optional, read-only or editable, and show or hide fields and regions depending on specific criteria.
- Constants are used to customize Redwood pages to best fit your specific business needs, such as hide the evaluation panel in Connections.

Learn about Express mode, terms, and key concepts in this overview.



This table lists the elements on the Express mode page.

| Serial Number | Description                                                                                                                                                                                                                                                                                                                                    |  |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 1             | The recommended mode to extend HCM Redwood pages is <b>Express</b> mode in the <b>Header</b> .                                                                                                                                                                                                                                                 |  |
| 2             | The <b>Pages</b> list provides access to all Redwood pages that you can extend. However, it's recommended to keep this list closed and navigate directly from the page you want to modify to VB Studio.                                                                                                                                        |  |
| 3             | <ul> <li>Fits to Canvas: Allows you to visualize the pages as they appear on different devices, ensuring a responsive design.</li> <li>Live mode: Enables you to test and preview your changes within the tool itself. You can navigate through the HCM application as you would in the actual application.</li> <li>Constants tab.</li> </ul> |  |
| 4             | The <b>Constants</b> tab helps you identify the page elements that can be extended in a page making it easier to customize and tailor the page to your specific needs.                                                                                                                                                                         |  |
| 5             | Business Rules controls field and region displays. In the Page Designer, click the <b>Configuring Busine Rules</b> button in the Properties pane, or click the <b>Business Rules</b> tab.                                                                                                                                                      |  |



| Serial Number | Description                                                                                                              |  |
|---------------|--------------------------------------------------------------------------------------------------------------------------|--|
| 6             | Use either the <b>Live</b> mode or <b>Play</b> features to test and preview your changes within the tool itself.         |  |
| 7             | <b>Share</b> your changes with others without publishing to increase testing coverage and ensure higher product quality. |  |

**Note:** If Express mode isn't available, that means the page isn't ready to be extended in this release.

#### Related Topics

What Can You Do with Visual Builder Studio in Express Mode?

# Comparison of Express Mode, HCM Experience Designer Studio, and Page Composer

Here's a comparison between the new Express mode in VB Studio and HCM Experience Design Studio and Page Composer.

Our goal is to empower you to make informed decisions and embrace the new possibilities that the HCM Redwood application unlocks for your business.

With the new Express mode in Visual Builder Studio you can apply the same changes previously made in HCM Experience Design Studio and Page Composer, while also introducing a set of new features that improve your productivity. Here are the features available in this release.

**Note:** Transaction Design Studio, Autocomplete Rules, and Page Composer only apply to responsive pages and can't be used in the context of Redwood pages.

| Category        | Extensibility Feature              | Express Mode                                                                               | HCM Experience Design Studio and Page Composer                   |
|-----------------|------------------------------------|--------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| Control Display |                                    |                                                                                            |                                                                  |
|                 | Build rule conditions              | Build advanced conditions using operators between criterion or using grouping of criterion | Build simple conditions using the AND operator between criterion |
|                 | Make a field read-only or editable | Yes<br>New                                                                                 | No                                                               |
|                 | Make a field required and hidden   | Yes<br>New                                                                                 | No                                                               |
|                 |                                    | This can be utilized for all employment flows, for example,                                |                                                                  |



| Category  | Extensibility Feature                                        | Express Mode                                                                                                                                                           | HCM Experience Design Studio and Page Composer |
|-----------|--------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
|           |                                                              | where values are copied from<br>the previous assignment to the<br>new one and aren't required to be<br>shown to users.                                                 |                                                |
|           | Make a field required or optional                            | Yes                                                                                                                                                                    | Yes                                            |
|           | Hide or show a field                                         | Yes                                                                                                                                                                    | Yes                                            |
|           | Hide or show DFFs and EFFs                                   | Yes                                                                                                                                                                    | Yes                                            |
|           | Hide or show UI elements (action button, message, and so on) | Yes                                                                                                                                                                    | Yes                                            |
|           | Configure Guided Journeys                                    | Yes                                                                                                                                                                    | Yes                                            |
|           | Evaluate rules                                               | Yes                                                                                                                                                                    | Yes                                            |
|           | Rename a region                                              | Yes Yes User Interface Text                                                                                                                                            | Yes                                            |
|           | Reorder regions                                              | Yes  Available in Advanced mode If the capability has been enabled in the page using constants or dynamic container.                                                   | Yes<br>Page Composer                           |
|           | Reorder fields                                               | Yes  Partially  Reordering flexfields for all pages is still supported from the setup tasks. Reordering flexfields for only a specific page isn't currently supported. | Yes<br>Page Composer                           |
|           | Hide or Show KFFs                                            | Not currently supported                                                                                                                                                | Yes                                            |
| Usability |                                                              |                                                                                                                                                                        |                                                |
|           | Activate or Deactivate all rules                             | Yes<br>New                                                                                                                                                             | No                                             |
|           | ldentify overridden regions (blue dot)                       | Yes                                                                                                                                                                    | No                                             |



| Category | Extensibility Feature                              | Express Mode | HCM Experience Design Studio and Page Composer |
|----------|----------------------------------------------------|--------------|------------------------------------------------|
|          |                                                    | New          |                                                |
|          | Identify overridden attributes (blue dot)          | Yes          | Yes                                            |
|          | Filter rule, region, and field names               | Yes<br>New   | No                                             |
|          | Filter rules by region and field with overrides    | Yes<br>New   | No                                             |
|          | Filter region and field in a rule                  | Yes<br>New   | No                                             |
|          | Only display regions and attributes with overrides | Yes<br>New   | No                                             |
|          | Identify number of overrides per region            | Yes<br>New   | No                                             |
|          | Identify all rules applying to a field or a region | Yes<br>New   | No                                             |
|          | Prevent customers to override factory settings     | Yes          | Yes                                            |

#### Related Topics

· Control Your Display with Business Rules

# Examples of Configuration and Extension, and the Tools to Use

You can configure and extend HCM Redwood applications using different tools.

Let's look at some of the key things you can do with these tools.

#### Modify the UI



Use these tools and work areas to modify the UI:

- Visual Builder Studio: Extend application page components for certain applications.
- User Interface Text: Edit text that appears on multiple pages.
- Structure: Configure the Navigator and the icons on the home page for navigation.

Here are some changes that you can make to pages, and the corresponding tools or work areas to use.

| Task                                                         | Subtask                                                                                      | Example                                                                                                        | Tool, Setup Task,<br>or Feature | VB Studio Mode | Where to go in VB<br>Studio           | Additional<br>Information                           |
|--------------------------------------------------------------|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------------------|----------------|---------------------------------------|-----------------------------------------------------|
| Add your own content                                         | Enable Guided<br>Journey at the<br>page level                                                | Show analytics about a worker's career and salary's progression at the page level on the Employment Info page. | VB Studio                       | Express        | Oracle-delivered constants            | Guided Journeys<br>Configuration<br>Using Constants |
| Add your own content                                         | Enable Guided<br>Journey at the<br>section level                                             | Show the Seniority<br>Dates policies in<br>the Seniority Dates<br>section on the<br>Employment Info<br>page.   | VB Studio                       | Express        | Oracle-delivered constants            | Guided Journeys<br>Configuration<br>Using Constants |
| Add your own content                                         | Add company<br>policies, link to<br>resources,and so<br>on on a page                         | Publish respective<br>employee<br>announcement<br>by country on the<br>Review Employee<br>Resources page.      | VB Studio                       | Advanced       | Oracle-delivered<br>dynamic container | Add Your Own<br>Content Using<br>Dynamic Container  |
| Add your own content                                         | Embed BI report                                                                              |                                                                                                                | VB Studio                       | Express        | Oracle-delivered dynamic container    |                                                     |
| Add your own content                                         | Enable Nudges                                                                                |                                                                                                                | VB Studio                       | Express        | Oracle-delivered constants            |                                                     |
| Add your own content                                         | Display the same<br>content on a page<br>or global header<br>for all pages                   |                                                                                                                | Not Supported                   |                |                                       |                                                     |
| Add your own content                                         | Add a message,<br>text, link, action<br>button, and so<br>on in the page or<br>global header |                                                                                                                | Not Supported                   |                |                                       |                                                     |
| Add your own content                                         | Embed OTBI report                                                                            |                                                                                                                | Not Supported                   |                |                                       |                                                     |
| Align terminology<br>with your<br>organizational<br>language | Change the<br>content of a<br>Redwood message,<br>page title, and so<br>on                   |                                                                                                                | User Interface Text             |                |                                       | How You Modify<br>User Interface Text               |
| Align terminology with your                                  | Change a UI text<br>across all pages,<br>such as to change                                   |                                                                                                                | User Interface Text             |                |                                       | How You Modify<br>User Interface Text               |



| Task                                                         | Subtask                                                                  | Example                                                                                                                        | Tool, Setup Task,<br>or Feature | VB Studio Mode | Where to go in VB<br>Studio | Additional<br>Information                                  |
|--------------------------------------------------------------|--------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------|-----------------------------|------------------------------------------------------------|
| organizational<br>language                                   | "employee" to "associate" on all pages where the term "employee" is used |                                                                                                                                |                                 |                |                             |                                                            |
| Align terminology<br>with your<br>organizational<br>language | Translate UI text into a language supported by Oracle                    |                                                                                                                                | User Interface Text             |                |                             | Field and Region<br>Display Control<br>with Business Rules |
| Control field<br>display                                     | Show a field                                                             | Show the Candidate Email in the Job Application Preview Key Info for the HR specialist only in the Activity Recruiting Center. | VB Studio                       | Express        | Business Rules              | Field and Region<br>Display Control<br>with Business Rules |
| Control field<br>display                                     | Show a field                                                             | Show pronoun<br>in Person<br>Profile panel in<br>Connections.                                                                  | VB Studio                       | Express        | Oracle-delivered constants  | Customization of<br>HR Processes Using<br>Constants        |
| Control field<br>display                                     | Show descriptive<br>flexfields (DFF)<br>segments                         | Show people<br>DFF by specific<br>segment for<br>specific roles in the<br>Biographical Info<br>region.                         | VB Studio                       | Express        | Business Rules              |                                                            |
| Control field<br>display                                     | Show extensible<br>flexfield (EFF)<br>contexts                           | Show the Additional Work Location Info context to capture consultants' work location in the Change Assignment process.         | VB Studio                       | Express        | Business Rules              | Field and Region<br>Display Control<br>with Business Rules |
| Control field<br>display                                     | Change a field<br>style (font)                                           | Show the percentage of salary increase in bold and red when it's more than 10%.                                                | Not Supported                   |                |                             |                                                            |
| Control field<br>display                                     | Validate a field<br>value                                                | Ensure the effective start date is the 1st or 16th of the month in the Change Assignment process.                              | Not Supported                   |                |                             |                                                            |
| Control field<br>display                                     | Default a field<br>value                                                 | Default the effective start date to the 1st or 16th of the month in the Change                                                 | Not Supported                   |                |                             |                                                            |



| Task                        | Subtask                                             | Example                                                                                       | Tool, Setup Task,<br>or Feature | VB Studio Mode | Where to go in VB<br>Studio | Additional<br>Information                                  |
|-----------------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------|----------------|-----------------------------|------------------------------------------------------------|
|                             |                                                     | Assignment process.                                                                           |                                 |                |                             |                                                            |
| Control sections<br>display | Hide and show sections                              | Hide Disabilities for<br>Mexico and France<br>employees on the<br>Personal Details<br>page.   | VB Studio                       | Express        | Business Rules              | Field and Region<br>Display Control<br>with Business Rules |
| Control sections<br>display | Hide and show sections                              | Hide the Salary<br>History sections<br>for a specific<br>business unit in My<br>Compensation. | VB Studio                       | Express        | Business Rules              | Field and Region<br>Display Control<br>with Business Rules |
| Control sections<br>display | Make a section required                             | Make the Payroll section required for France in the Promote and Change Position process.      | VB Studio                       | Express        | Business Rules              | Field and Region<br>Display Control<br>with Business Rules |
| Extend UI elements          | Reorder tabs                                        | Reorder tabs in Journeys.                                                                     | VB Studio                       | Express        | Oracle-delivered constants  | Customization of<br>HR Processes Using<br>Constants        |
| Extend UI elements          | Hide or show Sort<br>By                             | Hide a sorting option in Team Learning.                                                       | VB Studio                       | Express        | Oracle-delivered constants  | Customization of<br>HR Processes Using<br>Constants        |
| Configure page<br>header    | Configure fields<br>displayed in the<br>page header | Show the Payroll<br>Relationship<br>Number in the<br>page header in the<br>Bank Accounts.     | VB Studio                       | Express        | Oracle-delivered constants  | Customization of<br>HR Processes Using<br>Constants        |





# **2** Working with Business Rules

# Field and Region Display Control with Business Rules

You can use business rules to control field and region display.

Business Rules enable you to do these actions:

- Maintain valid data and ensure data quality by reducing errors.
- Build more efficient HR processes that end users can trust by offering a simple user experience, without having to understand the complexity of HR policies.
- Make work faster, easier, and more manageable by showing only the relevant, most appropriate content that in turn drives engagement and productivity.

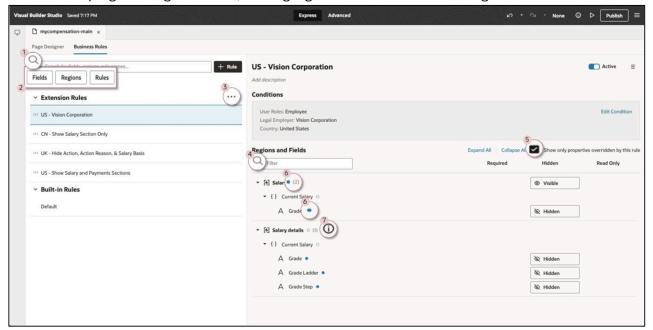
Business Rules enables you to apply similar changes that you previously made in Transaction Design Studio and Page Composer, when required, while also introducing the new capability to make a field read-only. Here's a recap of what you can control at the field and region level.

| Capability            | Field | Region                                              |
|-----------------------|-------|-----------------------------------------------------|
| Optional or required  |       | • For processes such as Promote and Change Position |
| Hide or show          |       | •                                                   |
| Editable or read-only |       | Not Applicable                                      |

With numerous usability improvements compared to Transaction Design Studio, Business Rules offers a user-friendly extensibility tool, enabling HR professionals and administrators to make changes without the need



for extensive programming skills. Now, let's highlight some of the differentiating features of Business Rules.



This table lists the extensibility features of the Business Rules Editor.

| Serial Number                                                                                   | Extensibility Feature                                                                                                                                                                                                                                                                                                      |  |  |
|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| -                                                                                               | <b>Rule List Alongside Configuration</b> - Quick and easy navigation between rules for rules comparison, or mass updates by seeing the list of rules and rule details side-by-side.                                                                                                                                        |  |  |
| 1                                                                                               | <b>Filter Rule, Region, and Field Names by Rule</b> - Productive personalization tool by reducing number of clicks and scrolling with filter capabilities for rules, regions, and fields.                                                                                                                                  |  |  |
| 2                                                                                               | <b>Filter Rules by Region and Field with Overrides</b> - Productive personalization tool by reducing number of clicks and scrolling with filter capabilities for rules, regions, and fields.                                                                                                                               |  |  |
| 3                                                                                               | <b>Activate or Deactivate All Rules</b> - Examine out-of-the-box behavior by deactivating all rules in one click (for debugging purpose).                                                                                                                                                                                  |  |  |
| 4                                                                                               | <b>Filter Region and Field by Rule</b> - Productive personalization tool by reducing number of clicks and scrolling with filter capabilities for rules, regions, and fields.                                                                                                                                               |  |  |
| 5                                                                                               | Only Display Regions and Attributes with Overrides - Quickly identify at a glance all changes for a given rule in one click.                                                                                                                                                                                               |  |  |
| 6                                                                                               | Identify Overridden Attribute and Region and the Number of Overrides Per Region - Quickly identify visually the changes for a given rule.                                                                                                                                                                                  |  |  |
| 7                                                                                               | Identify all Rules that Apply to a Region or a Field - Quickly identify at a glance all rules applying to a given region or field with a single click. Evaluation is done from bottom to top and property by property. If many rules apply to a same population, the rule with the highest position in the rule list wins. |  |  |
| -                                                                                               | Manage Flexfields Similar to Other fields - Simplified representation of pages' regions and fields in an organization tree for all fields, including flexfields.                                                                                                                                                           |  |  |
| - <b>Make a Field Required and Hidden</b> - Simplify HR processes to show only what memployees. |                                                                                                                                                                                                                                                                                                                            |  |  |



| Serial Number | Extensibility Feature                                                                                                                                                     |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|               | <b>Note:</b> A field marked as hidden can be rendered as visible at runtime. If a value isn't present, the field will be displayed to the user to enable them to proceed. |

Note: If the Business Rules tab is not available, that means that HCM hasn't yet enabled the feature for the page.

Let's learn how to do these actions conditionally:

- · Hide or show a region
- · Hide or show a field
- · Make a field read-only
- Hide or show a devloper flexfield (DDF) segment
- · Hide or show an extensible flexfield (EFF) context

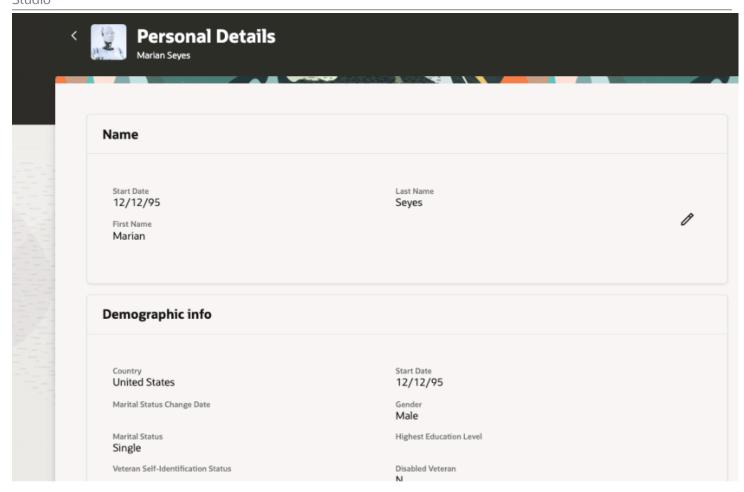
#### Related Topics

- Control Your Display with Business Rules
- · Understand What Will Be Shown at Runtime

# Hide or Show a Region

In this example, you hide the Disabilities region on the Personal Details page for Mexico and France employees.

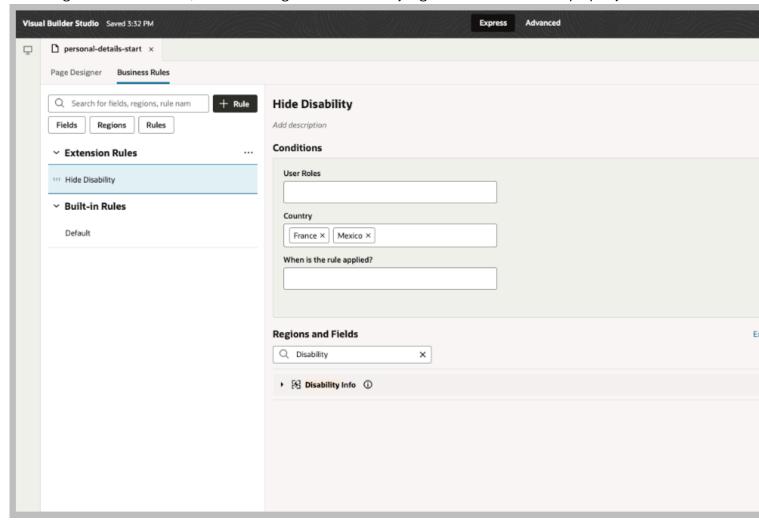




Let's look at the steps to hide the region from Business Rules.

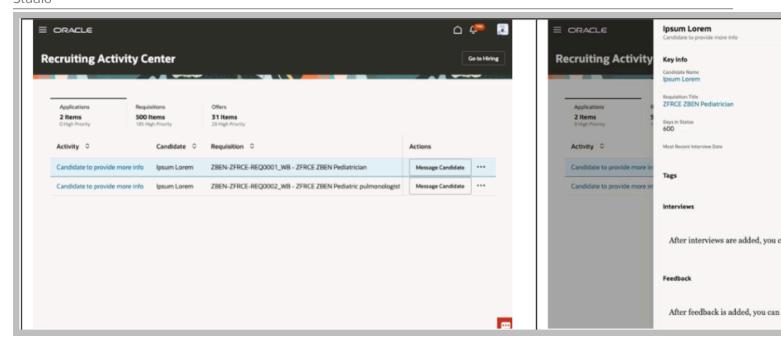
- 1. Create a new or edit an existing rule.
- 2. Define the population for which this rule will apply in the conditions by selecting **France** and **Mexico** as **Country**.

3. In the Regions and Fields filter, search or navigate to the Disability region and set the **Hidden** property to **Hidden**.



## Hide or Show a Field

In this example, you show the Candidate Email field in the Job Application Preview Key Info for the HR Specialist role only in the Recruiting Activity Center.

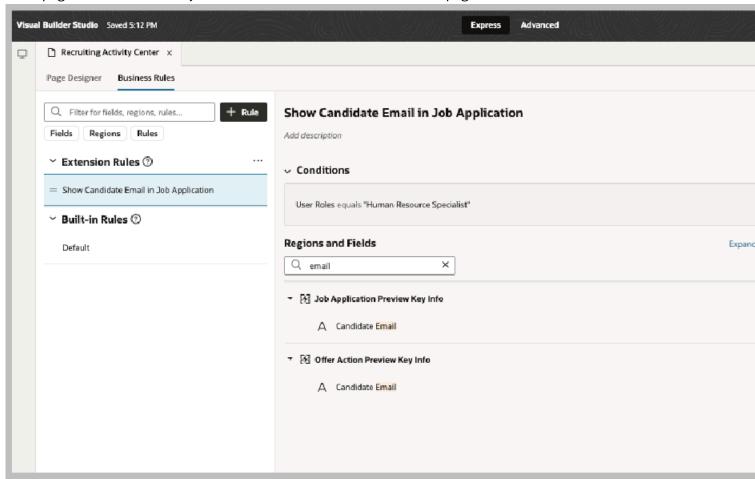


Let's look at the steps to show the field from Business Rules.

- 1. Create a new or edit an existing rule.
- 2. Define the population for which this rule will apply in the conditions by selecting **Human Resource Specialist** as **User Roles**.
- **3.** In the Regions and Fields filter, search or navigate to the **Candidate Email** field and set the **Hidden** property to **Visible**. Note that the read-only property is specific to



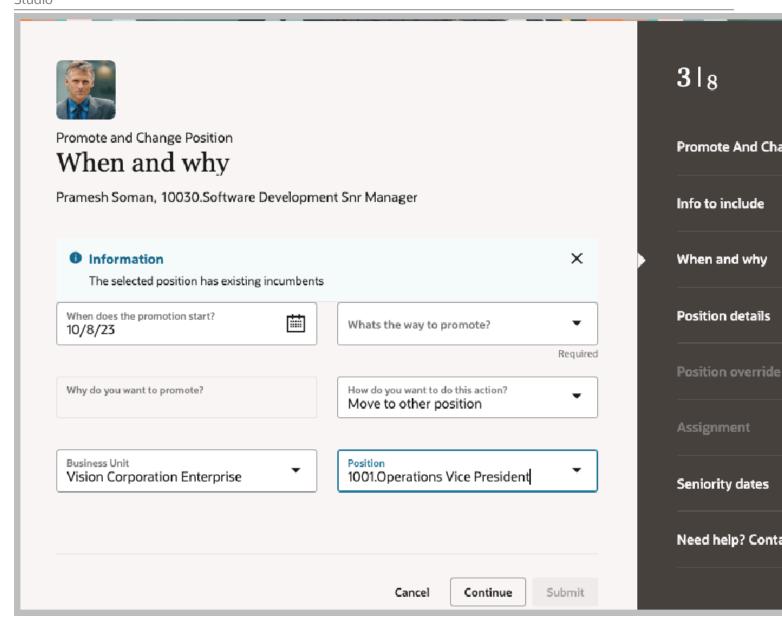
some pages and fields and may not be available for all fields on the same page.



# Make a Field Read-Only

In this example, you make the Business Unit field read-only in the When and why step of the Promote and Change Position process.



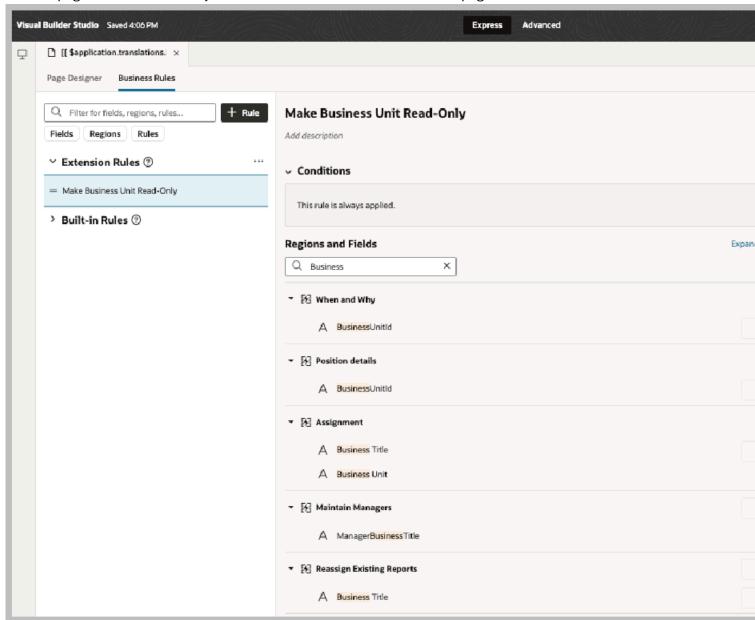


Let's look at the steps to make the field read-only from Business Rules.

- 1. Create a new or edit an existing rule.
- 2. Define the population for which this rule will apply in the conditions.
- **3.** In the Regions and Fields filter, search or navigate to the **Business Unit** field and set the **Read Only** property to **Read Only**. Note that the read-only property is specific



to some pages and fields and may not be available for all fields on the same page.



# Hide or Show a Developer Descriptive Flexfield Segment

In this example, you hide the developer descriptive flexfield (DDF) segment on the Assignment step of the Promote and Change Position process.

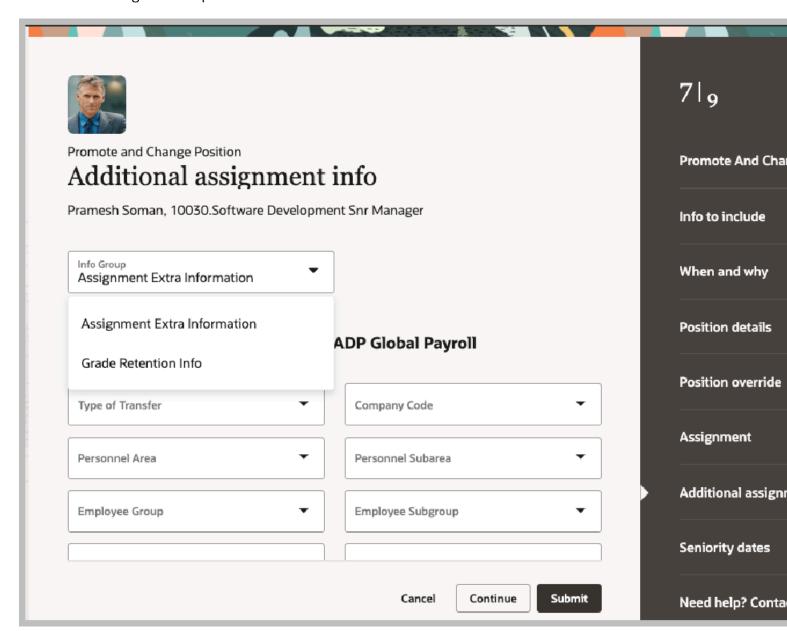
Let's look at the steps to hide the DDF flexfield segment from Business Rules.



- 1. Create a new or edit an existing rule.
- 2. Define the population for which this rule will apply in the conditions.
- 3. In the Regions and Fields filter, search or navigate to the Business Unit field and set the Hidden property to Hidden. Note that descriptive flexfields (DFF) and developer flexfields (DDF) are configured similarly as any other fields in Business Rules.

## Hide or Show an Extensible Flexfield Context

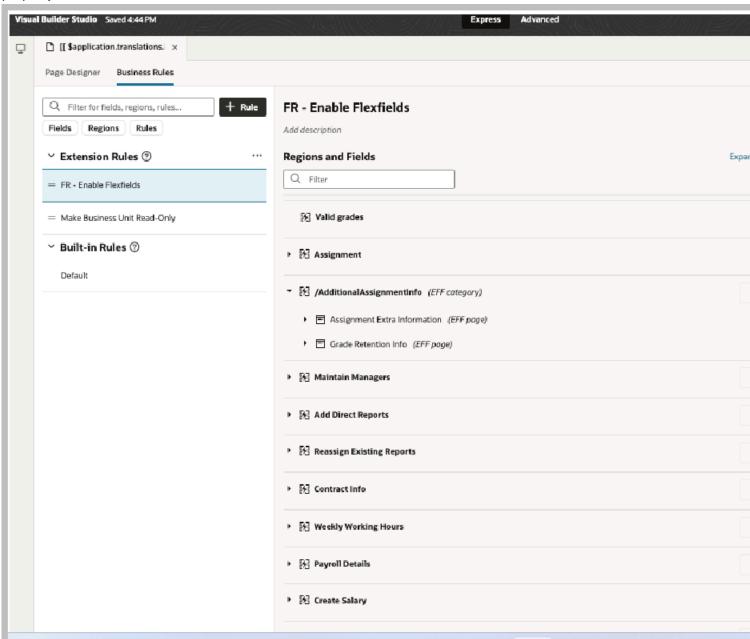
In this example, you show the Assignment Extra Information context in the Additional Assignment Info step of the Promote and Change Position process.





Let's look at the steps to show the extensible flexfield context from Business Rules.

- 1. Create a new or edit an existing rule.
- 2. Define the population for which this rule will apply in the conditions.
- **3.** In the Regions and Fields filter, search or navigate to the **Assignment Extra Information** context and set the **Hidden** property to **Visible**.







# **3** Working with Constants

# Customization of HR Processes Using Constants

Functional administrators use constants in Visual Builder Studio to extend HCM Redwood applications.

These constants play a crucial role in extensibility and are used for various purposes, for example, reordering tabs in Journeys, showing or hiding panels in Connections, or configuring Guided Journeys. The ability to write expression to conditionally render an element, such as displaying the person pronoun for specific countries only is supported in Express mode.

You can access the list of available constants for a particular page by navigating to the Constants tab in the Designer. If the Constants tabs displays the message "We didn't find any extendable constants on this page", that means that HCM hasn't yet delivered constants for the page.

It's worth noting that HCM has already delivered constants across various Redwood pages ensuring a diverse range of options to tailor the application to your specific needs.

- · Adding your own content to a page or region
- Configuring Guided Journeys
- · Enabling Nudges
- Controlling page elements such as sort by, tabs, and field display in some cases

### Connections Profile Extension

Connections enables worker relationships, experiences, and engagement by helping colleagues find each other and better collaborate.

Out-of-the-box, cards such as About Me or Organization are all visible but the person pronoun in Person Profile card is hidden.

#### Hide or Show a Card

Constants are available to control any card display in Connections. For example, to hide the Experience card deselect the check box of the associated constant **showExperienceCard**.

**Note:** Sometimes a page may not show up on the Page Designer. You can use the Play mode to test your page.

#### Show Person Pronoun in Person Profile

You must configure the Person Name Styles before making the person pronoun in the Connections Profile visible. The person pronoun is stored in a Person Name Information field.



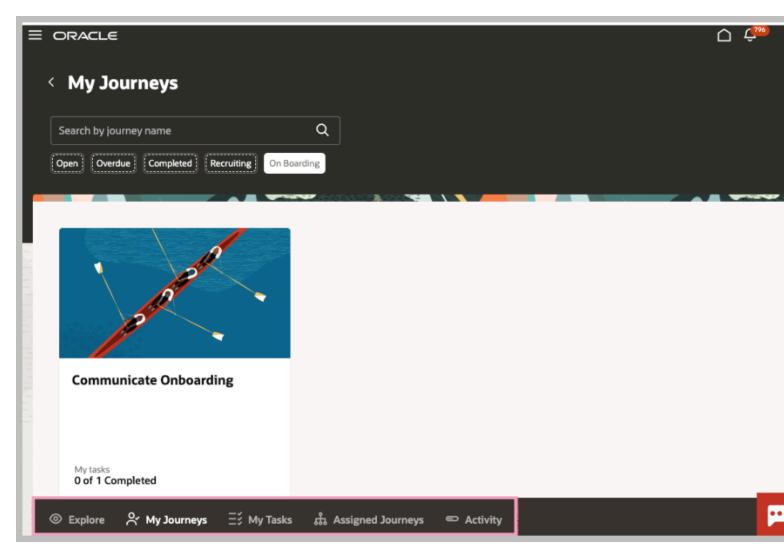
Note that to display the person pronoun in the Connections Profile:

- Store the person pronoun in a Person Name Information 15 to Name Information 30.
- If you need to show the person pronoun in multiple countries, make sure to use the same Person Name Information field for all countries. In this example, Person Name Information 16 is used for all countries.

On the Person Name Styles setup page, add the pronoun to all required countries. After setting the Person Name Styles, you can set the **pronounNameAttribute** constant with the technical name of the Person Information Name where the person pronoun is stored, for example, NameInformation16.

# Control Display of Tabs in My Journeys

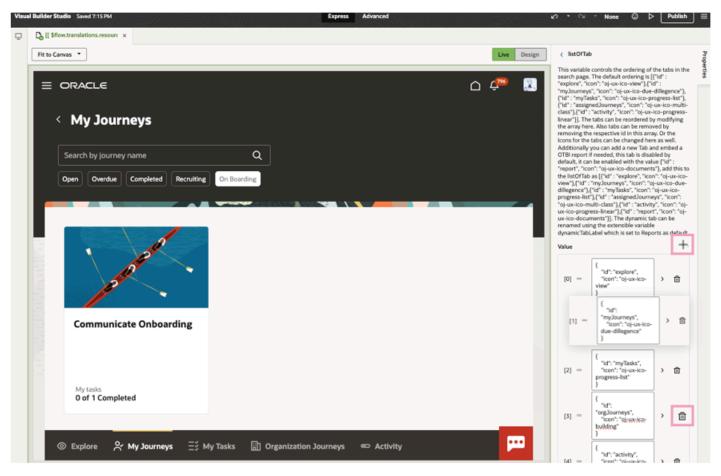
In this example, you reorder tabs in My Journeys using contants with an array type.





A unique constant is used when tabs are extensible. They control these attributes.

- Display and ordering of each tab that gets displayed, by default. In Journeys, the constant used is listOfTab.
   The default list of tabs shown are Explore, My Journeys, My Tasks, Assigned Journeys, and Activity. The tabs can be reordered or removed by modifying the array.
- The constant description provides you the values expected by the array:
  - 。 {"id": "explore", "icon": "oj-ux-ico-view"}
  - o {"id": "myJourneys", "icon": "oj-ux-ico-due-dillegence"}
  - o {"id": "myTasks", "icon": "oj-ux-ico-progress-list"}
  - o { "id": "orgJourneys", "icon": "oj-ux-ico-building"}
  - o {"id": "activity", "icon": "oj-ux-ico-progress-linear"}



Let's look at the steps to reorder or remove tabs

- 1. Click + to add the tabs you want to show in the page using the values provided in the description.
- 2. Drag and drop to reorder the tabs.
- 3. Click the delete icon to remove a tab.

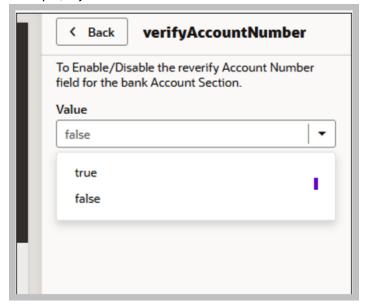


# Control Display of Additional Attributes in Personal Payment Method Details

In this example, you enable additional bank account attributes on the Payment Method Details page using page properties.

A unique page property is used for each extensible attribute. These page properties control the visibility of the respective attribute.

The page property description provides information on the purpose and valid values for the page property. For example, if you want to enable account number reverification field, use the page property "verifyAccountNumber".



Let's look at the steps to enable additional attributes.

- 1. Select the page property corresponding to the attribute that you want to enable.
- 2. Set the value for the page property.



# **4** Adding Your Own Content in Redwood Pages

# Add Your Own Content in Redwood Pages

Depending on the page and need, you can find different ways to add your own content.

# **Guided Journeys Configuration Using Constants**

Guided Journeys enable you to add your own content to your HCM pages and regions such as analytics, documents, embedded learning, external URLs, manual tasks, questionnaires, reports, and videos.

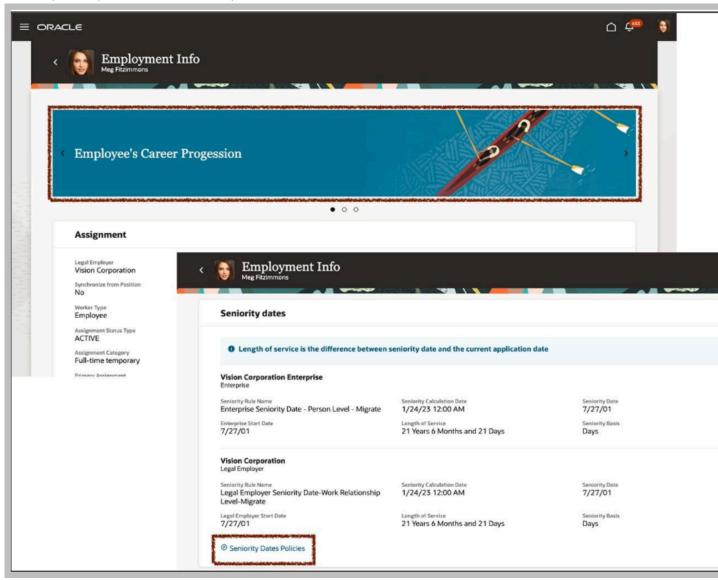
Guided Journeys helps your users in doing their HR transactions efficiently by providing guidance such as tutorials, company policies, and best practices using guided journey tasks.

For example, you want to configure a page-level guided journey for the Employment Info page and a section-level guided journey for the Seniority Dates section. So, when your HR specialists navigates to the page, they can access:

· Analytics about the worker's career and salary's progression at the page-level, and



Seniority dates policies at the Seniority Dates section-level.



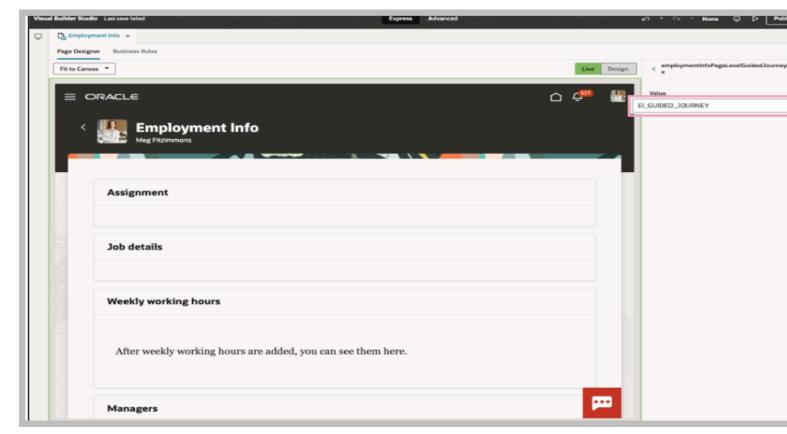
To enable guided journeys in your pages, navigate to the **Constants** tab in the Page Designer and find the following constants with these descriptions:

- Page-Level Journey Constant- Controls the display of the guided journey at the page-level. Set it with the guided journey code available in the checklist template.
- Page-Level Journey Task Constant- Controls the display of the guided journey tasks at the page-level. Set it with the task codes available in the checklist template. Use the comma as separator to display many tasks.
- Section-Level Journey Constant- Controls the display of the guided journey in the *<section name>* section. Set it with the guided journey code available in the checklist template.
  - o Where section name is the region in the page where you want to enable a guided journey.



- Section-Level Journey Task Constant- Controls the display of the guided journey tasks in the <section name> section. Set it with the task codes available in the checklist template. Use the comma as separator to display many tasks.
  - Where section name is the region in the page where you want to enable a guided journey.

On the **Constants** tab, select each constant to set the guided journey code and task codes.



Enter the default value for the following constants:

- El\_GUIDED\_JOURNEY Controls the display of the guided journey at the page-level:
- ["EMPLOYEE'S\_CAREER\_PROGRESSION", "EMPLOYEE'S\_SALARY\_PROGRESSION"] Controls the display of the guided journey tasks at the page-level:
- EI\_GUIDED\_JOURNEY Controls the display of the guided journey tasks at the section-level:

To find the guided journey code and task codes, go to **My Client Groups > Employment > Checklist Template** and select the template of the guided journey category you want to use for your page.

For the guided journey tasks, the sequence in which the tasks are listed in the guided journey template defines the sequence displayed in the page and section.

**Note:** If the constants associated with Guided Journeys aren't available that means that HCM hasn't yet enabled the feature for the page.

#### Related Topics

- Overview of Journeys
- · Quick Guide: Journeys Contextual and Guided Journeys
- · Control Your Display with Business Rules

# **Nudges Configuration Using Constant**

Nudges remind managers and employees to perform important tasks such as scheduling check-ins, assigning goals and so on.

You can configure nudges to be displayed as cards on pages. When a nudge recipient clicks the card, they are navigated to the specific page where they can complete the task.

You can do these actions:

- Define nudges as transaction cards for your employees and specify the criteria for triggering these nudges.
- Optionally, assign a priority for each nudge. The nudges will be displayed in the order of importance.

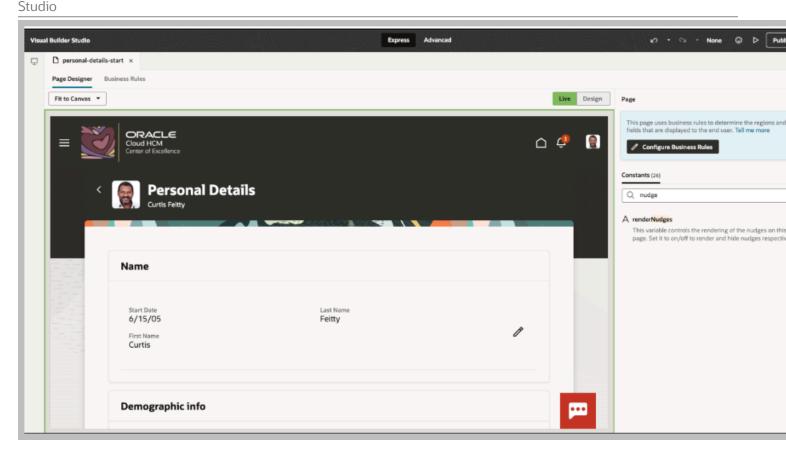
This feature ensures that managers and employees perform important tasks in a timely manner. Nudges remind them to act on pending tasks and provide easy navigation to the relevant pages of the application.

For example, some organizations may require managers to perform timely check-ins with their employees. By configuring a nudge, you can remind a manager who wants to view the salary history of an employee that a check-in is overdue. When the manager opens the Employment Info page, a nudge is displayed to schedule a check-in. On clicking the nudge, the manager is directed to the Check-Ins page where a check-in can be scheduled.

To enable nudges in your pages, navigate to the **Constants** tab in the Page Designer and find the following constant:

• **renderNudges**: This variable controls the rendering of the nudges on this page. Set it to on or off to show and hide nudges respectively.





**Note:** If the constant associated with nudges isn't available that means that HCM hasn't yet enabled the feature for the page.

#### Related Topics

- · Overview of Nudges
- · Control Your Display with Business Rules

# Add Your Own Content Using Dynamic Container

You can customize your HR processes using a dynamic container. Dynamic containers can be utilized in a page for two main purposes:

- Adding your own content: With dynamic containers, you can add various types of content to customize your HCM application according to your specific needs. Common examples of content include text, images, forms, videos, and more.
- Reordering regions: Dynamic containers enable you to rearrange the layout of regions on the page, providing flexibility in organizing the content and optimizing the user experience.

It's important to note that these are the only two scenarios where you need to navigate to the Advanced mode to extend your page. Working with dynamic containers may require users with some technical skills.



**Note:** If dynamic containers aren't available, that means that HCM hasn't enabled the feature for the page.

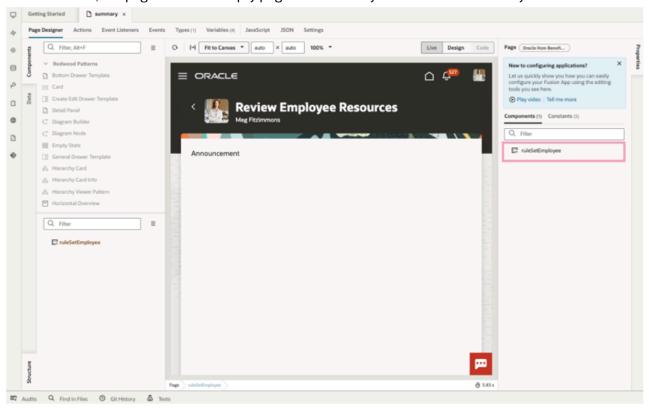
#### **Related Topics**

- Customize Dynamic Containers
- · Re-Ordering a Container's Content

## Add Your Own Content in Review Employee Resources

Review Employee Resources is an Oracle Cloud Benefits page where you can add text, documents for policies or procedures, or instructional videos, specific to your enterprise.

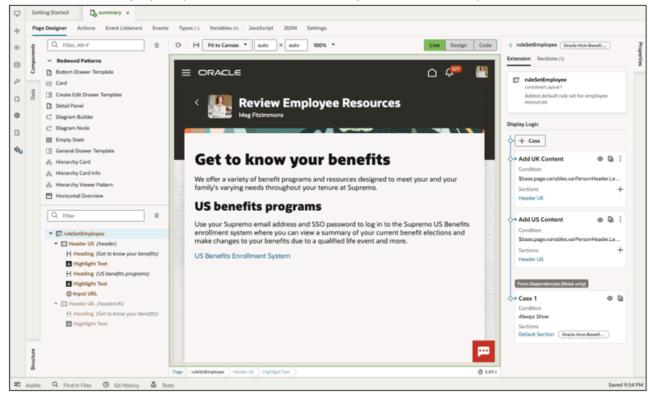
Out-of-the-box, the page shows an empty page built with a dynamic container to add your own content.



1. Go to Advanced mode in VB Studio.



2. Click the ruleSetEmployee dynamic container in the Components tab to add your own content.



- Case 1 is Oracle-delivered. It's in read-only format.
- From here, refer to the VB documentation to create your own cases, sections, and conditions to show the right content to the right population.



# **5** Modifying User Interface Text

# How You Modify User Interface Text

User Interface Text is the tool that helps ensure the terminology of your HCM application aligns with the language used within your organization.

If you modify the terminology, like the page title, directly in Visual Builder Studio, a message is displayed that customization component doesn't exist for the page. This indicates that Visual Builder Studio isn't the appropriate tool for changing your terminology; however, you can still use User Interface Text for this purpose.

#### Related Topics

Overview of Application Configuration and Extension





# 6 FAQs

# **Branding**

# How can I update the branding of the Redwood pages?

Refer to the Overview of Configuring Themes and Home Page Settings documentation.

# Express Mode and Business Rules

# How do I know what's extensible in a page?

Customizations are page specific. When you access a Redwood page in Visual Builder Studio, you can extend it using Business Rules.

#### Related Topics

Express Mode in Visual Builder Studio

## What should I do if Express mode isn't available for my page?

The coverage of VB Express mode pages is still evolving and is expected to evolve further in the upcoming releases.

Kindly await these forthcoming releases as we enhance the coverage for VB Express mode pages.

**Note:** Please refrain from making any alterations, even if the Advanced mode option is available for such pages. It is important to note that only changes related to VB Express mode are supported.

## Why can't I see Business Rules for my page?

If you can't see Business Rules for your page, it means it hasn't been enabled for the page as yet.



# What should I do if the change I need to do on a Redwood page isn't supported?

If the desired change isn't covered in the guide, then use the Customer Connect forum to post queries. Our development team will review and provide guidance.

Use this URL to post your questions on customer connect-https://community.oracle.com/customerconnect/categories/hcm-visual-builder-studio-for-hcm

# Why do I see the Start Preparing button on the Business Rules page?

You will see the **Start Preparing** button on the Business Rules page when creating a new rule after selecting Configure Business Rules.

This is to prompt you to migrate any existing layouts from layout(-x).json to metadata-rules(-x).json. This applies to all dynamic layouts in the extension, occurring only once. Click the **Start Preparing** button to load all rules and conditions.

## **Delivered Rules**

### Which release are delivered rules available in Business Rules?

Delivered rules, such as best practices or localization rules, are introduced as of 24A and are page specific.

#### Visual Builder Studio

#### How do I enable Visual Builder Studio?

To learn more about enabling Visual Builder Studio, go to *Oracle Help Center* > your apps service area of interest > Books > Configuration and Extension.

Before you can start working with Visual Builder Studio, a systems administrator must set the requisite environment.

## Which role is required to access Visual Builder Studio?

You must be granted the Human Capital Management Application Administrator role.



# Page Composer and Transaction Design Studio

## Can I customize Redwood pages using Page Composer?

No, you can use Page Composer only for responsive pages.

You need to use Express mode of VB Studio to customize Redwood pages.

## Should I move all my changes from Page Composer to VB Studio?

All extensibility changes done in a responsive page must be done in the Redwood page using Express mode.

# Will customizations done in Transaction Design Studio or Page Composer be available in Redwood pages?

No, all rules created in Transaction Design Studio must be created manually in Business Rules for the equivalent Redwood page.

Similarly, any customizations done using Page Composer must be recreated in the Redwood page using Express mode of Visual Builder Studio..

# Do I need a sandbox or Customization Set Migration (CSM) tools for Redwood pages?

No, you will not need these tools. You will be managing extensibility changes as well as deployment or rollbacks using Visual Builder Studio.

# Support

Does Oracle only support changes done in Express mode?

Yes.



# Migration and Patching

# Is there any documentation on Express Mode or Business Rules migration from one instance to another?

Migration from one instance to another is handled within Visual Builder Studio. For more information refer to *Set Up the Project to Deploy to Other DEV and TEST Instances* documentation.

