Oracle Fusion Cloud Talent Management

Implementing Dynamic Skills

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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 ⑦ 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.

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1 **Overview of Dynamic Skills**

Overview of Dynamic Skills

To better understand and grow your organization's talent with an always-current, well-defined, and tailored skills data set, use Oracle Dynamic Skills. It makes use of your organizational data to automatically identify, infer, and recommend skills for people, jobs, and other skills related resources. You've a continuously updated view into the ever-evolving skills to effectively connect people to opportunities.

Here's a summary of the Dynamic Skills features.

Product	Features
Recruiting	Skills Advisor for Candidates Skills Advisor for Job Requisitions
Profile Management	Skills Center Skills Advisor for Job Profiles
Opportunity Marketplace	Skills Advisor for Gigs
Career Development	Career Ambassadors Career Details Oracle-Search Based Explore Careers
Learning	Skills Advisor for Learning

You can use Dynamic Skills on Break Glass environments. For details, see *Can AI Apps be enabled in Fusion Break Glass pods*.

You can't use Dynamic Skills if your HCM environment is on any of these pods or environments:

- A government pod
- A European Union Restricted Access (EURA) pod
- A Dedicated Region Cloud Customer (DRCC) environment

Your organization must not be in the healthcare sector, which is defined as providing clinical services, or businesses in healthcare manufacturing and life sciences.

For best results, it's also recommended that the environment meets these criteria:

- The Core HR and Talent Management environment must be live in production for at least 12 months. Or the environment must have prior production data for Talent Profile of at least 12 months to benefit from high-quality recommendations.

- The Recruiting environment, if applicable, must be live in production for at least 6 months. Or the environment must have prior production data of at least 6 months to benefit from high-quality recommendations.

Components of Dynamic Skills

The key components of Oracle Dynamic Skills are Skills Nexus, Skills Advisor, and Skills Center.

- Skills Nexus

  Skills Nexus improves the quality and depth of organizational knowledge by streamlining the capture and management of skills while enhancing their consistency and freshness. It builds and manages a customer tailored inventory relating skills and jobs that will be used for making skills recommendations in a variety of people processes.

- Skills Advisor

  Skills Advisor uses this customer-individualized skills and jobs inventory and intelligently and adaptively recommends those skills for enriching people, job, and resource data in a wide range of HCM applications.

- Skills Center

  Skills Center is a centralized workspace from which individuals can explore, review, and manage personalized, AI-driven recommendations for skills, as well as people connections, development, and new growth opportunities throughout their entire employment journey. In Skills Center, as well as other application areas, Oracle provides AI-based matching of people, jobs, and resources (called Intelligent Matching), employing a multi-stage Natural Language Processing (NLP) pipeline that provides superior results to search by performing matching based on contextual similarity rather than exact match.

  Pipeline: In this context, we refer to the steps required for natural language parsing and analysis of textual data to determine which words or phrases represent or are related to skills or job titles.

Related Topics
- Skills Nexus
- Skills Advisor

Skills Nexus

Skills Nexus enables the understanding of organizational skills by supporting the detection, capture, and refreshing of skills using an AI-powered inventory tailored to each business.

Skills Nexus combines a deep learning engine with a Global Skills Model that has been curated through an extensive human-in-the-loop labelling and machine-learning process. It then utilizes customer data to dynamically configure a customer-specific skills inventory of taxonomies defining skills, jobs, and their relationships, which can be further

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enhanced through customer curation, and transparently improves through application use. This helps to identify and enter relevant and consistent skills in a wide variety of HCM applications.

Skills Advisor

Skills Advisor is an intelligent recommendation capability that provides personalized skills recommendations within various talent management business processes.

Skills Nexus enables Skills Advisor to recommend consistent, relevant skills based on a very limited set of input data. Skills Advisor shows you a set of relevant skill recommendations presented as a result of Skills Nexus accessing the customer skills inventory through two components of its deep learning engine. The first step involves passing the employee's job title to the Job Title Normalizer, which matches the job title in the Talent Profile to a small set of normalized job titles. These titles have been established by analyzing a large body of both public domain and proprietary data. The normalized job titles are then passed to the Skills Inventory pipeline, which utilizes the Skills Inventory to categorize skills by job title and business domain to make the skills recommendations. This results in Skills section of the UI populated with the initial set of relevant skills.

Skills Advisor also has the ability to recognize the skills already present in a user profile or job description, and adjust its recommendations accordingly. This results in skill recommendations that are significantly more relevant and better targeted. For example, you might have the job title Senior Marketing Analyst, for which Skills Advisor might recommend Advertising, Collateral Development, and Market Research. But, if you already had added Market Research as one of your skills, the recommendations would likely be adjusted to include more research-related skills such as Competitive Analysis, Market Sizing, or Sales Forecasting.

Even though Skills Advisor shortlists relevant skills to help you expand your profile, you may not see all the skills you are looking for in those initial recommendations set. You can then search for the skill. When you begin typing, Skills Advisor dynamically presents job-relevant skills that match the characters typed, thus allowing you to tap into the thousands of skills available through Skills Nexus. Moreover, you can introduce new skills that are not part of the inventory. Skills Nexus uses Natural Language Processing capabilities to analyze new skills entered in this way for potential addition to its current taxonomy.

Additional sources for skills recommendations include utilizing Skills Advisor to identify similar employees and recommend skills they have, as well as recommending skills that have been identified by a manager or through other methods as being critical or required for the employee's job or organization.

Data Used for Dynamic Skills Features

The Dynamic Skills features use Oracle AI Apps matching algorithms to provide skills recommendation based on the data in this table.

Product	Feature	Data Used
Recruiting	Skills Advisor for Candidates	Candidate Profile Data: • Work History (Previous Employment) o Title

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Product	Feature	Data Used
		○ Achievements ○ Responsibilities • Degree (Education) ○ Degree ○ Major ○ Education Level • Skill ○ Name ○ Description • Licenses or Certification ○ Title ○ Comments • Candidate ID or Applicant ID • Summary • Job Function • Experience
	Skills Advisor for Job Requisitions	Job Requisition Data: • Title • Description • Education Level • Job Function • Job Family • Qualifications • Responsibilities • Requisition ID • Job Type • Questions (description) • Competencies (name) • Skills
Profile Management	Skills Center	Person Profile Data: • Person ID • Business Title • Job Name • Description • Career Ambassador Summary

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Product	Feature	Data Used
		• Career Statement
		• Areas of Interest
		• Areas of Expertise
		• Accomplishments
		• Areas of Study
		• Certifications
		• Education
		• Education Level
		• Honors
		• Skills
		• Skills Center Skills
		• Special Projects
		• Previous Employment
		• Career Preferences
		• Competencies
		Model Profile and Position Profile
		• Profile ID
		• Name
		• Model Description
		• Model Responsibilities
		• Model Qualifications
		• Accomplishments
		• Certifications
		• Competencies
		• Education
		• Honors
		• Skills
		• Skills Center Skills
		• Special Projects
	Skills Advisor for Job Profiles	• Profile ID
		• Profile Name
		• Profile Summary
		• Profile Description
		• Profile Responsibilities
		• Profile Qualifications
		• Accomplishments
		• Certifications
		• Competencies

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Product	Feature	Data Used
		• Education • Honors • Skills • Skills Center-Subscribed Skills • Special Projects
Learning	Skills Advisor for Learning	• Course ID • Course Title • Course Description

Welcome to Oracle AI Apps for Talent Management

Oracle AI Apps for Talent Management uses artificial intelligence and machine learning algorithms to provide features to HR specialists, recruiters, candidates, employees, and managers.

Here's a summary of the AI Apps features, along with activation and ingestion scheduled processes details:

Feature	Product	AI Apps to Activate	Scheduled Processes for Ingestion	Audience	Description
Time to Hire	Recruiting	Time to Hire	None. AI Apps will use BI Publisher credentials to retrieve data	Recruiters	Provide estimates about the time taken to make a hire for job requisition.
Suggested Candidates	Recruiting	AI Talent Best Match	Synchronize Talent Data for AI Recommendations	Recruiters	Suggest best-fit candidates for job requisitions.
Similar Candidates	Recruiting	AI Talent Best Match	Synchronize Talent Data for AI Recommendations	Recruiters	Find candidates who have skills and experience similar to existing candidates.
Similar Jobs	Recruiting	AI Talent Best Match	Synchronize Talent Data for AI Recommendations	Candidates	Suggest jobs similar to the selected job requisition.
Suggested Jobs	Recruiting	AI Talent Best Match	Synchronize Talent Data for AI Recommendations	Candidates	Suggest jobs that match a candidate's profile.
Skills Advisor for Candidates	Recruiting	Dynamic Skills	Synchronize Recruiting Data for Candidate Recommendations Synchronize Talent Data for AI Recommendations	Candidates	Suggest skills to candidates so that they can quickly select the relevant skills and add details.

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Feature	Product	AI Apps to Activate	Scheduled Processes for Ingestion	Audience	Description
Skills Advisor for Job Requisitions	Recruiting	Dynamic Skills	Synchronize Recruiting Data for Candidate Recommendations Synchronize Talent Data for AI Recommendations	Recruiters	Suggest skills to recruiters so that they can quickly add the required skills to a requisition and enhance the job description.
Suggested Careers	Career Development	AI Talent Best Match	Synchronize Talent Data for AI Recommendations	Employees	Suggest careers to employees to plan their career path.
Suggested Successors	Succession Management	AI Talent Best Match	Synchronize Talent Data for AI Recommendations	HR specialists Managers	Suggest candidates for HR specialists and managers to add to succession plans.
Skills Center	Profile Management	Both Dynamic Skills and AI Talent Best Match	Synchronize Recruiting Data for Candidate Recommendations Synchronize Talent Data for AI Recommendations	Employees Managers	Provides a centralized place for employees and managers to manage skills and suggest actions to drive personal and organizational growth.
Skills Advisor for Job Profiles	Profile Management	Both Dynamic Skills and AI Talent Best Match	Synchronize Recruiting Data for Candidate Recommendations Synchronize Talent Data for AI Recommendations	Recruiters	Provide AI suggestions for skills for recruiters to enter skills for job profiles.
Skills Advisor for Gigs	Opportunity Marketplace	Dynamic Skills	Synchronize Recruiting Data for Candidate Recommendations Synchronize Talent Data for AI Recommendations	Gig creators (Recruiters, managers) Candidates	Provide skill suggestions that gig creators can associate with their gigs. Provide an ability for candidates to see the skills comparison of the gig against their own skills.

Note: The AI Apps features work only when the environment uses English as the operation language.

To activate AI Apps for Talent Management, see *Activate Oracle AI Apps for Talent Management*.

2 Activate Dynamic Skills

Activate Oracle AI Apps for Talent Management

As part of configuring the AI Apps features, you will need to activate Oracle AI Apps.

These steps apply to all features except time to hire. To activate the Time to Hire feature, see *Set Up Time to Hire*.

Before you start

To complete these activation steps, you must:

- Either have the predefined role Application Implementation Consultant (22D and above)

- Or have a custom role that inherits the predefined role Adaptive Intelligence Applications Administrator (22C and above)

Note:
- When you activate Dynamic Skills, you must also activate AI Talent Best Match.

- If you were recently granted either the Application Implementation Consultant role or the Adaptive Intelligence Applications Administration role, you might be denied access while activating an app, or the status of the app may appear as Unavailable. Try signing into the application with another user who had the Application Implementation Consultant role granted to them a while ago.

Here's what to do

1. Sign into your Oracle Fusion Application.
2. On the home page, click the Tools tab and then click the quick action **AI Apps Administration**.

   The Application Administration page displays a list of apps and their current activation status.
3. Click the row for the app you want to activate, for example, Dynamic Skills.
4. On the app page, click **Activate App**.

   The status changes to Processing, and then will change to Active. It may take about 5 to 20 minutes for the status to change from Processing to Active.

Ingestion Steps for AI Apps Features

These steps apply to all Oracle AI Apps features except time to hire, and are meant for the implementation user.

Note: You must complete these steps to make sure that all the AI features work as expected.

These scheduled processes extract data from your Oracle HCM and transfer the data to the connected AI Apps environment. This data will then be processed by machine learning pipelines to build custom machine learning models.

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See the table in the topic *Welcome to Oracle AI Apps for Talent Management* to understand the AI application to activate and the processes for data ingestion.

Here are a few things to keep in mind:

Here's what to do

- These steps are required for all the AI features except time to hire.
- You must not proceed further unless you completed the steps outlined in the previous sections.
- You must set the **ORA_HRT_AI_SKILLS_ASSISTANT** profile option and/or the **ORA_HRD_AI_BEST_ROLES** profile option to **Y** to integrate with AI Apps.
    a. Sign into your Oracle HCM application and navigate to the Setup and Maintenance work area.
    b. Search for and click **Manage Administrator Profile Values**.
    c. Search for and select the profile option **ORA_HRT_AI_SKILLS_ASSISTANT** or **ORA_HRD_AI_BEST_ROLES**.
    d. In the Profile Values section, make sure that the Profile Level is set to **Site**.
    e. Set the **Profile Value** field to **Y**.
    f. Click **Save and Close**.
- If you're following these steps in a nonproduction environment, set the jobs to run just once. If you're setting this up in a production environment, you must set up a recurring schedule. Oracle recommends that you run these scheduled processes once a week initially and then decide if you need to do it more often. For example, you might need to do it more often if you've a significant hiring cycle, if you revised competencies, and so on. The first execution of these scheduled processes will take significantly longer because the scheduled process will try to extract historical data. Subsequent runs will be faster because the process extracts only incremental changes since the last run.
- After the scheduled processes complete, anonymized data from HCM Cloud will have been exported to the AI cloud service. Processing of this data will begin automatically and is expected to take about 8-12 hours to complete, depending on the volume of data. You can expect to start seeing recommendations after this process completes.
- If AI Talent Best Match is already activated and you're now activating Dynamic Skills, these scheduled processes might already be running in your environment. You might not need to run the processes again.

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3 Enable Skills Advisor for Candidates and Job Requisitions

Enable Skills Advisor for Candidates and Job Requisitions

When you enable Skills Advisor for candidates, candidates can select suggested skills for a specific job. When you enable Skills Advisor for job requisitions, recruiters can add required skills for a job requisition using suggested skills, thereby enhancing the richness of the job description.

1. *Create the Profile Option for Skills Assistant*
2. *Set Up the Skill Content Section for Person Profiles*
3. *Set Up the Skill Content Section for Job Profiles*
4. *Configure the Skills Section in the Job Application Flow*
5. *Display the Skills Section in Job Requisitions*
6. *Enable Recommended Skills*

Create the Profile Option for Skills Assistant

You need to create and enable the profile option called ORA_HRT_AI_SKILLS_ASSISTANT.

When the profile option is created, you need to enable it at the Site level.

Related Topics
- Create and Edit Profile Options

Set Up the Skill Content Section for Person Profiles

You create a new content section using the Skill template to capture Skills Center skills or convert an existing Skills content section for Skills Center use.

1. Navigate to **My Client Groups** > **Profiles** > **Profile Types** > **Person**.
2. To make the content section available for Skills Center, select **Skills Center** as a subscriber.

   Either Skills Center or Talent Profile can subscribe to a Skill Content section.
     - If Skills Center is the subscriber, it appears only in Skills Center. The Skills Center can subscribe to only one Skill content section. After you start adding skills to the content section, you can't cancel the Skills Center subscription to the content section.
     - If Talent Profile is the subscriber, the skills content is available only in the Skills and Qualifications page.
3. If you're using specific applications to integrate with Skills Center as a subscriber for the content section, select subscribers such as Learning Outcomes and Career Development.

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4. If you want to enable the usage of skill levels on skills, associate a rating model to the Skill Level attribute and make sure that the attribute isn't hidden.

   You can turn off skill levels later by hiding the attribute in the content section. You can create and use an N-level rating model as long as it has numerically increasing level values. The level ID with the highest numeric value is considered as the highest rating, and the level ID with the lowest numeric value is the lowest rating. The rating level ID can only go up to 9. It is set to Unspecified until the skill level is assigned. You can't change the rating model used in a Skills Center content section once you start adding skills in the content section.

Set Up the Skill Content Section for Job Profiles

You can add the Skills Center content section to the job profile type the same way as you would add any other content section. It will enable the content section to define skill requirements for a job and other tasks such as creating learning item prerequisites.

Skills Advisor can be enabled for use in Job Profiles by enabling the profile option ORA_HRT_AI_SKILLS_ASSISTANT.

When the profile option is created, you need to enable it at the Site level.

Related Topics
- Create and Edit Profile Options

Configure the Skills Section in the Job Application Flow

You need to configure the Skills section in the job application flow so that the skill recommendations appear when the feature is enabled.

If it's not already configured, you need to add the Skills block in a job application flow. This enables candidates to view the Skills section to manually enter or bring in the skills as part of profile import.

1. 1. In the Setup and Maintenance work area, go to:
   o Offering: Recruiting and Candidate Experience
   o Functional Area: Candidate Experience
   o Task: Job Application Flow Configuration
2. Select an application flow.
3. Create a new version of the flow.
4. Add the **Skills** block.
5. Click **Save and Activate**.

Related Topics
- Create an Application Flow

Display the Skills Section in Job Requisitions

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You need to create a rule in Transaction Design Studio to display the Skills section in job requisitions. This will enable recruiting users to view the Skills section in requisitions and add skills relevant to the requisition. You can use these actions to create the rule:

In Transaction Design Studio, mark the Skills section as visible for both these actions:

You use these actions to create the rule:

- Recruiting - Create Job Requisition
- Recruiting - View and Edit Job Requisition

Related Topics
- Create a Rule to Configure a Page in Recruiting

Enable Recommended Skills

You enable recommended skills to make them available to users in Oracle Recruiting.

1. In the Setup and Maintenance work area, go to:
    a. Offering: Recruiting and Candidate Experience
    b. Functional Area: Recruiting and Candidate Experience Management
    c. Task: Enterprise Recruiting and Candidate Experience Information
2. Expand the **AI Feature Integration** section and click **Edit**.
3. Select the **Recommended Skills** option.
4. Click **Save**.

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4 Enable Skills Center for Dynamic Skills

Enable Skills Center for Dynamic Skills

Oracle HCM offers several prediction and recommendation capabilities driven by machine learning.

Before you start

As part of configuring these features, you need to activate Oracle AI Apps that delivers machine learning workflows, models, and pipelines. To activate AI Apps for Talent Management, see *Activate Oracle AI Apps for Talent Management* and *Ingestion Steps for AI Apps Features*.

Here's what to do

1. *Set Up the Skill Content Section for Person Profiles*
2. *Set Up Security for Skills Center*
3. *Set Up Security for Team Skills Center*
4. *Enable the Use of AI Suggestions*
5. *Set Up the Skill Validation Scores*
6. *Set Up Cleanup Process to Maintain Endorsement Requests*
7. *Set Up Processes to Propagate and Maintain Core and Role Skills*
8. *Set Up Suggested Career*
9. *Set Up Career Ambassadors in Career Development*

Set Up the Skill Content Section for Person Profiles

You create a new content section using the Skill template to capture Skills Center skills or convert an existing Skills content section for Skills Center use.

1. Navigate to **My Client Groups** > **Profiles** > **Profile Types** > **Person**.
2. To make the content section available for Skills Center, select **Skills Center** as a subscriber.

   Either Skills Center or Talent Profile can subscribe to a Skill Content section.
   - If Skills Center is the subscriber, it appears only in Skills Center. The Skills Center can subscribe to only one Skill content section. After you start adding skills to the content section, you can't cancel the Skills Center subscription to the content section.
   - If Talent Profile is the subscriber, the skills content is available only in the Skills and Qualifications page.
3. If you're using specific applications to integrate with Skills Center as a subscriber for the content section, select subscribers such as Learning Outcomes and Career Development.
4. If you want to enable the usage of skill levels on skills, associate a rating model to the Skill Level attribute and make sure that the attribute isn't hidden.

   You can turn off skill levels later by hiding the attribute in the content section. You can create and use an N-level rating model as long as it has numerically increasing level values. The level ID with the highest numeric value is considered as the highest rating, and the level ID with the lowest numeric value is the lowest rating. The rating level ID can only go up to 9. It is set to Unspecified until the skill level is assigned. You can't change the rating model used in a Skills Center content section once you start adding skills in the content section.

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Enable the Use of AI Suggestions

You perform these steps to ensure that the AI skill suggestions are presented accurately to users.

Before you start

You must have the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege to display AI skill suggestions on the Skills Center page.

> **Note:** The ORA_PER_EMPLOYEE_ABSTRACT role is shipped with the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege. If you don't want certain users to access AI suggestions, make sure that they don't have the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege.

Here's what to do

1. Create a custom role based on the ORA_PER_EMPLOYEE_ABSTRACT role.
2. Remove the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege in this role.
3. Assign the new custom role to those specific users who shouldn't view the AI suggestions.
   Oracle recommends that your users have a job association to get the best skill suggestions. An HR Specialist can:
   a. Navigate to **My Client Groups** > **Person Management**.
   b. Search and edit the configuration for the user.

Set Up Security for Skills Center

Skills Center is available as a quick action through global search through a duty role Access Skills Center (ORA_HRT_ACCESS_SKILLS_CENTER), assigned to the Employee and Contingent Worker abstract roles (ORA_PER_EMPLOYEE_ABSTRACT and ORA_PER_CONTINGENT_WORKER_ABSTRACT).

If you had made copies of the seeded employee and contingent worker roles, add ORA_HRT_ACCESS_SKILLS_CENTER to these copies. Also add View Skill Recommendations (HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV), Use REST service - Content Items List of Values (HRT_REST_SERVICE_ACCESS_CONTENT_ITEMS_LOV_PRIV), and Use REST service - Talent Profile Comparisons Read Only (ORA_HRT_REST_SERVICE_ACCESS_TALENT_PROFILE_COMPARISONS_RO). If you are using Connections, add HCM Connections REST Services (ORA_PER_CONNECTIONS_DUTY) as well.

The HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV provides access to AI-backed skill recommendations and is associated with the Employee and Contingent worker abstract roles (ORA_PER_EMPLOYEE_ABSTRACT, ORA_PER_CONTINGENT_WORKER_ABSTRACT). If you had made copies of the seeded employee and contingent workers roles prior to this release, add HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV to these copies. If you choose not to have certain worker populations see AI-backed skill recommendations, you can remove this privilege from any custom role you create for them.

After you have made these changes, you must regenerate the grants for the data role.

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Set Up the Skill Validation Scores

As users take on skill development activities or receive endorsements for their skills, their skill proficiency can be validated. This validation is performed by adding credibility scores associated with each type of evidence obtained. You can adjust the scores applied to evidence of skill proficiency in the Skills Settings page anytime, so skill validations occur based on your specifications.

- The Skills Settings page is available as a quick action in **My Client Groups** > **Talent** through the duty role Configure Skills Settings (ORA_HRT_CONFIGURE_SKILLS_SETTINGS). This role is granted to the Human Capital Management Application Administrator.

- When the scores are adjusted, the background job **Delete Skill Endorsements and Recalculate Skill Confirmations** will be scheduled to run to apply those changes to worker skills.

Set Up Security for Team Skills Center

The Team Skills Center is available as a quick action through the duty roles ORA_HRT_VIEW_TEAM_SKILLS_AS_MANAGER and ORA_HRT_VIEW_TEAM_SKILLS_AS_HR. These roles are granted to the Line Manager role and HR Specialist role respectively (ORA_PER_LINE_MANAGER_ABSTRACT and ORA_PER_HUMAN_RESOURCE_SPECIALIST).

If you had made copies of the predefined line manager and HR specialist roles, add ORA_HRT_VIEW_TEAM_SKILLS_AS_MANAGER and ORA_HRT_VIEW_TEAM_SKILLS_AS_HR respectively, to these copies. After you have made this change, you must regenerate the grants for the data role.

Set Up Cleanup Process to Maintain Endorsement Requests

You can schedule a recurrent process to clear stale skill endorsement requests to provide an uncluttered user experience.

1. Sign in to Oracle HCM as an admin user with the PER_RUN_HR_PROCESSES_PRIV privilege.
2. On the **Tools** tab in the navigator, choose **Scheduled Processes**.
3. Choose **Schedule New Process**.
4. Within the job type, search for the job name. The following ESS jobs are available:

Job Name	Purpose
Purge Skill Endorsement Requests Job	Purges old endorsements. Specify the age of skill endorsement requests for purging. By default, endorsement requests older than 90 days will be purged.
Delete Skill Endorsements and Recalculate Skill Confirmations	Delete endorsements workers have received from terminated workers or purged workers and re-calculate any skill confirmations (if applicable), so that the worker

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Job Name	Purpose
	can be better matched with career opportunities and skill-development resources.

5. You can change the frequency of the job run, pause, or re-start the process. You will see the number of deleted endorsement requests in the process log file.

Set Up Processes to Propagate and Maintain Core and Role Skills

You can schedule a recurrent process to propagate, reconcile, and maintain core and role skills on employee profiles so they can subsequently show up in their Skills Center pages.

This process propagates any changes in the list of required skills (core or role) to the person profiles of the target population the changes apply to.

- Any additions or updates initiated by the manager on core skill assignments or skill levels required.
- Any additions or updates initiated by the HR Administrator to role skills, such as:
  - Associating a job profile to or dissociating a job profile from a job, where the job profile specifies Skills Center skills
  - Adding or updating skills or skill levels on a job profile
- Any employees that have had any of the following employment changes, thereby requiring updates to their required (core or role) skills,
  - New hire
  - Primary assignment manager change
  - Termination
  - Job change

1. Follow these steps to schedule this process.
   a. Sign in as an admin user with the PER_RUN_HR_PROCESSES_PRIV privilege.
   b. On the **Tools** tab in the navigator, choose **Scheduled Processes**.
   c. Choose **Schedule New Process**.
   d. Within job type, search for **Propagate Dynamic Skills to Workers**.
   e. You must specify the frequency for the process. We recommend the process be run daily in order to achieve optimum performance, and to keep role and core skills current on employee profiles.
   f. You can change the frequency of the job run, pause, or re-start the process.
2. In addition, for corresponding statistics to be displayed on the Team Skills Center views, you must run another recurrent process in conjunction with and on the same frequency as the above process:
   a. Sign in as an admin user with the PER_RUN_HR_PROCESSES_PRIV privilege.
   b. On the Tools tab in the navigator, select **Scheduled Processes**.
   c. Choose **Schedule New Process**.
   d. Within job type, search for **ESS job to create index definition and perform initial ingest to OSCS**.
   e. Specify parameter fa-hcm-teamskills.
   f. Specify the frequency for the process. Oracle recommends the process be run daily and on the same frequency as the Propagate Dynamic Skills to Workers process, in order to achieve optimum performance, and to keep the statistics and views current.

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g. You can change the frequency of the job run, pause, or restart the process.

Set Up Suggested Career

Employees can plan for their career growth when they see appropriate suggestions when exploring careers.

Before you start

Before you configure the Suggested Career feature that provides Artificial Intelligence (AI) based career suggestions, these tasks must have been completed:

1. Your organization should have migrated to Enhanced Talent Profiles.
2. Job model profiles and person profiles must be set up. Job model profiles must be associated with jobs.
3. Employees need to complete their talent profiles.
4. Employees need to be assigned a job that's associated with a job model profile.
5. AI apps must be activated, and ingestion of data must be complete.

Enable Suggested Career

1. Use the **Manage Administrator Profile Values** task in the Setup and Maintenance work area to set the value of the profile options listed in this table.

Profile Option Code	Profile Option Name	Value to Set
ORA_HRD_AI_BEST_ROLES	AI-Suggested Careers Enabled	Yes
HRC_ELASTIC_SEARCH_ENABLED	HRC: Enable Elastic Search	Y

2. Assign the delivered **Manage Career by Worker Duty** duty role to persons who need to view career suggestions. If you have custom roles that need to view career suggestions, ensure that you assign the privileges of the delivered **Manage Career by Worker Duty** duty role to these roles.

What to do next

To change the number of AI suggested careers shown, update the value of the **ORA_HRD_AI_BEST_CAREER_RECOMMENDATIONS_LIMIT** profile option. The default value for this profile option is **5**. We recommend that you set a value that's less than **10**.

Related Topics

- Welcome to Oracle AI Apps for Talent Management
- Ingestion Steps for AI Apps Features
- Synchronize Talent Data for AI Recommendations
- Create and Edit Profile Options
- Creating Instances of a Model Profile
- Person Profile
- Role-Based Security

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Set Up Career Ambassadors in Career Development

If you enable the Career Ambassadors feature, employees can view career ambassador suggestions on the Skills Center and the career details page. Employees can also sign up to be career ambassadors on their Connections profile page.

Before you start

Before you configure the Career Ambassadors feature, these tasks must have been completed:

1. Your organization should have set up Connections.
2. Your organization should have migrated to Enhanced Talent Profiles.
3. Job model profiles and person profiles must be set up. Job model profiles must be associated with jobs.
4. Employees need to complete their talent profiles.
5. Employees need to be assigned a job that's associated with a job model profile.
6. AI apps must be activated, and ingestion of data must be complete.

Enable Career Ambassadors Feature

Here's what to do

1. In the Setup and Maintenance work area, from the **Actions** menu, select **Go to Offerings**.
2. Select the Workforce Development offering and click **Opt In Features**.
3. Edit the **Career Development** feature.
4. Enable **Career Ambassadors**.
5. Click **Done**.

Related Topics

- Ingestion Steps for AI Apps Features
- Set Up Connections
- Synchronize Talent Data for AI Recommendations
- Creating Instances of a Model Profile
- Person Profile

Enable Oracle Search for Exploring Careers

When you enable Oracle Search for exploring careers, your users can search for careers using search term suggestions.

Your users can also see an improvement in the performance of search and more relevant search results.

You need to configure profile options and run the initial data ingestion process to set up Oracle Search index, which is the foundation of Oracle Search.

Set Profile Options for Oracle Search

To enable Oracle Search, use the **Manage Administrator Profile Values** task in the Setup and Maintenance work area and configure the profile options listed in this table.

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Profile Option Code	Profile Display Name	Application	Module	Required Profile Level	Required Profile Value
ORA_FND_SEARCH_ EXT_ENABLED	Enable/Disable Search Ext Framework	Oracle Middleware Extensions for Applications	Oracle Middleware Extensions for Applications	Site	Yes
HRC_ELASTIC_ SEARCH_ENABLED	HRC: Enable Elastic Search	HCM Common Architecture	Search Framework	Site	Y
PER_SEARCH_LOGIN_ EVENT_PUB	PER: User Login Event Publication for Search	Global Human Resources	Security	Site	NONE

If advised by Oracle, you might also need to configure the profile options listed in this table.

Profile Option Code	Profile Display Name	Application	Module	Required Profile Level	Required Profile Value
ORA_FND_SEARCH_ INITIAL_INGEST_ THREAD_COUNT	Number of threads used for initial ingest process	Oracle Middleware Extensions for Applications	Oracle Middleware Extensions for Applications	Site	As recommended by Oracle
ORA_FND_SEARCH_ FETCH_COUNT	Row fetch count for initial ingest process	Oracle Middleware Extensions for Applications	Oracle Middleware Extensions for Applications	Site	As recommended by Oracle

Run Initial Data Ingestion

You need to run the initial data ingestion process for model profiles. To run the initial data ingestion process, your role needs to have the **Manage Scheduled Job Definition** (**FND_MANAGE_SCHEDULED_JOB_DEFINITION_PRIV**) function privilege.

1. Navigate to **Tools** > **Scheduled Processes**.
2. Search for and select the **ESS job to create index definition and perform initial ingest to OSCS** process.
3. Submit the process with the parameter specified in this table.

Parameter Name	Parameter Value
Index Name to Reingest	fa-hcm-modelprofile

Note: You need to run the initial data ingestion process after every release version upgrade and P2T (production-to-test) process.

Set Profile Options for Exploring Careers Using Oracle Search

You need to enable exploring careers using Oracle Search. Use the **Manage Administrator Profile Values** task in the Setup and Maintenance work area and configure the profile options listed in this table.

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Profile Option Code	Profile Display Name	Required Profile Level	Required Profile Value
HCM_RESPONSIVE_PAGES_ ENABLED	Mobile-Responsive HCM Pages Enabled	Site	Y
HRD_CAREER_DEVELOPMENT_ RESPONSIVE_ENABLED	Mobile-Responsive Career Development Pages Enabled	Site	Y
ORA_HRD_EXPLORE_CAREERS_ ORACLE_SEARCH_ENABLED	Oracle Search Based Explore Careers Enabled	Site	Y

Set Up Career Details in Career Development

Employees need to view career details when they click the career card on the Skills Center or when they select a career on the Explore Careers page.

Ensure that these tasks are complete so that employees can view career details:

- Assign the delivered **Manage Career by Worker Duty** duty role to persons who need to view career details. If you have custom roles that need to view career details, ensure that you assign the privileges of the delivered **Manage Career by Worker Duty** duty role to these roles.

- Enable the Career Ambassadors feature to enable employees to view career ambassador suggestions on the career details page. For instructions on how to do this, refer to the *Set Up Career Ambassadors in Career Development* topic.

- Ensure that employees are associated with jobs that have a well-defined job model profile.

- Ensure that employees have up-to-date skills and qualification profiles.

Related Topics
- Guidelines for Copying HCM Roles
- Guidelines for Configuring Security
- Creating Instances of a Model Profile

5 Enable Skills Advisor for Job Profiles in Profile Management

Enable Skills Advisor for Job Profiles in Profile Management

You can add the Skills Center content section to the job profile type the same way as you would add any other content section. It will enable the content section to define skill requirements for a job and other tasks such as creating learning item prerequisites. Skills Center-subscribed content section, when added to the job profile type, is behind the Role Skills.

Before you start

Enable Skills Center for Dynamic Skills

Here's what to do

1. *Set Up the Skill Content Section for Person Profiles*
2. *Set Up the Skill Content Section for Job Profiles*
3. *Enable the Use of AI Suggestions*
4. *Set Up Skills Recommendation for Job Profile Option*

Content Sections Used by Skills Center

Additional considerations for a content section used by Skills Center are as below.

- You can't set up approvals for a content section subscribed by Skills Center. If approvals are enabled, or transactions are pending approval, or in a draft state (not submitted for approval), then your setup will lead to errors.

- You can't enable LinkedIn import for a content section subscribed to by Skills Center. If you have the LinkedIn import enabled, your setup will lead to errors.

- The Skills Center doesn't use descriptive flexfields (DFFs). If you do have DFFs set up in the content section, you will see a warning message indicating that you won't be able to access the data or view it anymore.

- Skills in the Skills Center content section are deemed public to your entire user base. Any existing content section access you have in place for the Skills Center content section will be ignored.

- Any new content sections based on the Skill template will show the Skill level attribute. This attribute is reserved for the Skills Center and won't be available on the Skills and Qualifications page if the content section is subscribed to by Talent Profile.

Set Up the Skill Content Section for Person Profiles

You create a new content section using the Skill template to capture Skills Center skills or convert an existing Skills content section for Skills Center use.

1. Navigate to **My Client Groups** > **Profiles** > **Profile Types** > **Person**.

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2. To make the content section available for Skills Center, select **Skills Center** as a subscriber.

   Either Skills Center or Talent Profile can subscribe to a Skill Content section.
   - If Skills Center is the subscriber, it appears only in Skills Center. The Skills Center can subscribe to only one Skill content section. After you start adding skills to the content section, you can't cancel the Skills Center subscription to the content section.
   - If Talent Profile is the subscriber, the skills content is available only in the Skills and Qualifications page.

3. If you're using specific applications to integrate with Skills Center as a subscriber for the content section, select subscribers such as Learning Outcomes and Career Development.

4. If you want to enable the usage of skill levels on skills, associate a rating model to the Skill Level attribute and make sure that the attribute isn't hidden.

   You can turn off skill levels later by hiding the attribute in the content section. You can create and use an N-level rating model as long as it has numerically increasing level values. The level ID with the highest numeric value is considered as the highest rating, and the level ID with the lowest numeric value is the lowest rating. The rating level ID can only go up to 9. It is set to Unspecified until the skill level is assigned. You can't change the rating model used in a Skills Center content section once you start adding skills in the content section.

Set Up the Skill Content Section for Job Profiles

You can add the Skills Center content section to the job profile type the same way as you would add any other content section. It will enable the content section to define skill requirements for a job and other tasks such as creating learning item prerequisites.

Skills Advisor can be enabled for use in Job Profiles by enabling the profile option ORA_HRT_AI_SKILLS_ASSISTANT.

When the profile option is created, you need to enable it at the Site level.

Related Topics
- Create and Edit Profile Options

Enable the Use of AI Suggestions

You perform these steps to ensure that the AI skill suggestions are presented accurately to users.

Before you start

You must have the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege to display AI skill suggestions on the Skills Center page.

Note: The ORA_PER_EMPLOYEE_ABSTRACT role is shipped with the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege. If you don't want certain users to access AI suggestions, make sure that they don't have the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege.

Here's what to do

1. Create a custom role based on the ORA_PER_EMPLOYEE_ABSTRACT role.
2. Remove the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege in this role.

3. Assign the new custom role to those specific users who shouldn't view the AI suggestions.

   Oracle recommends that your users have a job association to get the best skill suggestions. An HR Specialist can:

   a. Navigate to **My Client Groups** > **Person Management**.
   b. Search and edit the configuration for the user.

Set Up Skills Recommendation for Job Profile Option

You need to enable the profile option ORA_HRT_AI_SKILLS_ASSISTANT to enable Skills Advisor in job profiles.

1. In the Setup and Maintenance work area, click the **Tasks** icon.
2. Click **Search**.
3. Search for the task **Manage Administrator Profile Values**.
4. Click the task name.
5. On the Manage Administrator Profile Values page, search for the profile option code **ORA_HRT_AI_SKILLS_ASSISTANT**.
6. In the Profile Values section, set the Profile Level field to **Site**.
7. Set the Profile Value field to **Y**.
8. Click **Save and Close**

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6 Enable Skills Advisor for Gigs

Enable Skills Advisor for Gigs

If you have set up Dynamic Skills, you can enable skills advisor for gigs so that gig creators can associate skills related to a gig.

Skills advisor for gigs:

- Provides AI recommendations for skills that are related to gig titles and descriptions, which you can then add as you create gigs.

- Helps attract gig seekers who are interested in those relevant skills so that they can apply to a gig, grow their skill set, or further develop and attain skills they'd like to have.

- Utilizes location and skills as part of a matching algorithm to recommend gigs for the employees through the Opportunity Marketplace dashboard.

Before you start

Enable Skills Center for Dynamic Skills

Here's what to do

1. *Set Up the Skill Content Section for Person Profiles*
2. *Set Up the Skill Content Section for Job Profiles*
3. *Enable the Use of AI Suggestions*
4. *Set Up Skills Recommendation for Gigs Profile Option*

Set Up the Skill Content Section for Person Profiles

You create a new content section using the Skill template to capture Skills Center skills or convert an existing Skills content section for Skills Center use.

1. Navigate to **My Client Groups** > **Profiles** > **Profile Types** > **Person**.
2. To make the content section available for Skills Center, select **Skills Center** as a subscriber.

   Either Skills Center or Talent Profile can subscribe to a Skill Content section.
   - If Skills Center is the subscriber, it appears only in Skills Center. The Skills Center can subscribe to only one Skill content section. After you start adding skills to the content section, you can't cancel the Skills Center subscription to the content section.
   - If Talent Profile is the subscriber, the skills content is available only in the Skills and Qualifications page.

3. If you're using specific applications to integrate with Skills Center as a subscriber for the content section, select subscribers such as Learning Outcomes and Career Development.

4. If you want to enable the usage of skill levels on skills, associate a rating model to the Skill Level attribute and make sure that the attribute isn't hidden.

   You can turn off skill levels later by hiding the attribute in the content section. You can create and use an N-level rating model as long as it has numerically increasing level values. The level ID with the highest numeric value is considered as the highest rating, and the level ID with the lowest numeric value is the lowest rating. The rating level

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ID can only go up to 9. It is set to Unspecified until the skill level is assigned. You can't change the rating model used in a Skills Center content section once you start adding skills in the content section.

Set Up the Skill Content Section for Job Profiles

You can add the Skills Center content section to the job profile type the same way as you would add any other content section. It will enable the content section to define skill requirements for a job and other tasks such as creating learning item prerequisites.

Skills Advisor can be enabled for use in Job Profiles by enabling the profile option ORA_HRT_AI_SKILLS_ASSISTANT.

When the profile option is created, you need to enable it at the Site level.

Related Topics
- Create and Edit Profile Options

Enable the Use of AI Suggestions

You perform these steps to ensure that the AI skill suggestions are presented accurately to users.

Before you start

You must have the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege to display AI skill suggestions on the Skills Center page.

> **Note:** The ORA_PER_EMPLOYEE_ABSTRACT role is shipped with the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege. If you don't want certain users to access AI suggestions, make sure that they don't have the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege.

Here's what to do

1. Create a custom role based on the ORA_PER_EMPLOYEE_ABSTRACT role.
2. Remove the HRT_VIEW_SKILL_RECOMMENDATIONS_PRIV privilege in this role.
3. Assign the new custom role to those specific users who shouldn't view the AI suggestions.
   Oracle recommends that your users have a job association to get the best skill suggestions. An HR Specialist can:
   a. Navigate to **My Client Groups** > **Person Management**.
   b. Search and edit the configuration for the user.

Set Up Skills Recommendation for Gigs Profile Option

You need to enable the profile option ORA_IRC_AI_GIG_SKILL_RECOMMENDATIONS to enable Skills Advisor in the gig creation page, in Opportunity Marketplace.

1. In the Setup and Maintenance work area, click the **Tasks** icon.
2. Click **Search**.

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3. Search for the task **Manage Administrator Profile Values**.

4. Click the task name.

5. On the Manage Administrator Profile Values page, search for the profile option code
   ORA_IRC_AI_GIG_SKILL_RECOMMENDATIONS.

6. In the Profile Values section, set the Profile Level field to **Site**.

7. Set the Profile Value field to **Y**.

8. Click **Save and Close**

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7 Enable Skills Advisor for Learning

Enable Skills Advisor for Learning

When you enable Skills Advisor for Learning, learning administrators can include dynamic skills when they configure prerequisites and learning outcomes for specializations and courses.

1. *Activate Oracle AI Apps for Talent Management*
2. *Enable Redwood Self-Service for Learners*
3. Run the *AI Suggested Skills for Learning Items* process as appropriate using the **Tools** > **Scheduled Processes** task. For example, run a full process initially to get skills suggestions for all of your existing courses and specializations. Then run incremental processes to get suggestions for new courses and specializations.

   You need to complete and save the general information for all courses and specializations that you want to get skills suggestions for. Then next time you run the process, the results will include suggestions for those courses and specializations.

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8 Using Grow with Dynamic Skills

Overview of Oracle Grow

Oracle Grow enables employees to achieve their aspired career paths and roles by bringing together many elements that help career development. Employees can use Grow to develop their skills, get learning recommendations that are optimal for their current role and the role they aspire to grow into.

As an employee, here's what you can do using Oracle Grow:

- Get a consolidated view of interests, objectives, and skills that you choose or that are chosen for you in other parts of the application.
- Get learning recommendations from Oracle Fusion Cloud Learning to enhance your skills.
- Track the status of tasks assigned to you and follow them up to completion.
- Use Connections and follow people that are popular among your peers.
- Get relevant Journey recommendations and have them assigned to you.
- Get learning recommendations that help you excel in your current role and grow in the careers you're interested in.
- Complete learning courses that make you ready for the jobs and gigs you're interested in.

As a manager, here's what you can do:

- Assign learning courses to your employees based on the careers they're interested in.
- Assign predefined journeys that help employees achieve their career goals.
- Add skills that your employees can develop and so that they get relevant learning suggestions.
- Suggest gigs and jobs in Opportunity Marketplace to help your employees gain competencies.

You can access your Grow page using:

- The **Grow** quick action on the **Me** tab.
- The global search available across HCM applications.

Implement Oracle Grow

To implement Oracle Grow, you need to have these products and features enabled:

- Required:
  - Oracle Learning: Oracle Grow uses this to provide learning suggestions. For details, see *Implementing Learning*.
- Recommended:
  - Oracle Dynamic Skills: Oracle Grow provides development and growth recommendations based on the skill set you're looking to develop. For details, see *Implementing Dynamic Skills*.

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- o Career Development: Oracle Grow provides a comprehensive view of an employee's career information. For details, see *Implementing Career Development*.
- o Profile Management: Oracle Grow takes input about an employee's skills, competencies, and accomplishments from their talent profile. For details, see *Profile Management*.

- Optional:
  - o Journeys: Oracle Grow lets you take up predefined journeys and also build your own personalized development journeys. These journeys must be of the category, Career Development. For details, see *How You Use Journeys* and *Journey Categories*.
  - o Opportunity Marketplace: Oracle Grow suggests learning recommendations for the jobs and gigs that you're interested in. For details, see *What is Opportunity Marketplace*.
  - o Oracle Recruiting Cloud: Opportunity Marketplace is available in Oracle Recruiting Cloud. For details, see *Implementing Recruiting*.
  - o Connections: Add favorite connections and view popular connections in Oracle Grow. For details, see *Connections*.

To implement Oracle Grow, you need one of these abstract roles with the Career Growth Access Worker duty, ORA_HRD_CAREER_GROWTH_ACCESS_BY_WORKER_DUTY, assigned to you:

- Contingent Worker, ORA_PER_CONTINGENT_WORKER_ABSTRACT

- Employee, ORA_PER_EMPLOYEE_ABSTRACT

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