

Oracle Fusion Cloud Talent Management

Using Dynamic Skills

24B

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Author: Akhil Harikrishnan

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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  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](#).

Join Our Community

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.

Share Your Feedback

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 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

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: <ul style="list-style-type: none"> • Work History (Previous Employment) <ul style="list-style-type: none"> ○ Title

Product	Feature	Data Used
		<ul style="list-style-type: none"> ○ 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	<p>Job Requisition Data:</p> <ul style="list-style-type: none"> • Title • Description • Education Level • Job Function • Job Family • Qualifications • Responsibilities • Requisition ID • Job Type • Questions (description) • Competencies (name) • Skills
Profile Management	Skills Center	<p>Person Profile Data:</p> <ul style="list-style-type: none"> • Person ID • Business Title • Job Name • Description • Career Ambassador Summary

Product	Feature	Data Used
		<ul style="list-style-type: none"> • 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 <p>Model Profile and Position Profile</p> <ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • Profile ID • Profile Name • Profile Summary • Profile Description • Profile Responsibilities • Profile Qualifications • Accomplishments • Certifications • Competencies

Product	Feature	Data Used
		<ul style="list-style-type: none"> Education Honors Skills Skills Center-Subscribed Skills Special Projects
Learning	Skills Advisor for Learning	<ul style="list-style-type: none"> 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 the 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.

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 Position Profiles	Profile Management	Both Dynamic Skills and AI Talent Best Match	Synchronize Talent Data for AI Recommendations	HR administrators	Suggest relevant skills for HR administrators to create and maintain a targeted position specification.
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.
Skills Advisor for Learning	Learning	Dynamic Skills	Synchronize Talent Data for AI Recommendations	Learning administrators	Suggest appropriate skills to set as learning outcomes when configuring a course or specialization.

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 Skills Center

Understanding Skills Center

Skills Center helps employees to align with the business and cultural needs of the organization through adaptive and continuous management of their skills. Building the skill set in your profile lets you access opportunities that match your skill development needs and showcase your capabilities.

The Skills Center for employees:

- Utilizes Oracle HCM Skills Advisor to present system-generated skill suggestions based on the employee's job, careers of interest, peer skills, and existing skill set, enabling the employee to add skills to their profile in a well-informed and consistent manner.
- Presents suggestions to drive connections and skill development opportunities to fuel the employee's growth.
- Supports validation of individual skills through co-worker endorsements and development activities, thereby fostering a sense of community and engagement.
- Is accessible on the employee's device of choice, including desktop and mobile.

You can highlight your current skills by adding them to your profile. Once they are added, you can mark them as skills you already have or skills to develop. You can also access a co-worker's Skills Center and add skills they should be developing or endorse skills they already have.

Note:

- Career and Career Ambassador resource recommendations referenced in this document are available if the administrator has enabled Career Development and completed all the requisite setup to support features referenced in this document.
- Learning features are available if the administrator has enabled Learning and completed all the requisite setup to support features referenced in this document. Learning features are in Controlled Availability (CA) being offered by our Controlled Availability Program. For details, see Learning Controlled Availability on the Oracle Readiness Site.
- Job requisition features are available if the administrator has enabled Recruiting and completed all the requisite setup to support features referenced in this document.
- Opportunity Marketplace for gigs is available if the administrator has enabled Opportunity Marketplace and completed all the requisite setup to support features referenced in this document.

Accessing Skills Center

- You can access Skills Center from the **Skills and Development** panel of a worker's Connections profile.
 - a. Choose **Me > Connections**.
 - b. Search for the profile.
 - c. Navigate to the **Skills and Development** panel.

For more details on Connections, see [Set Up Connections](#).
- You can also access your own Skills Center
 - By typing **Skills Center** in the global search available across all applications
 - By using the Skills Center quick action available in the **Me** menu
- You can search for a co-worker's Skills Center by entering their name in the global search available across all applications, and accessing the Skills Center application available to you from there. **Note:** The Skills Center and the skills captured within it are public; you can view any worker's Skills Center as well as the skills they capture.

Skill Types

There are two types of required skills that may show in Skills Center.

Required Skills

- **Role skills** - Skills specified in the Skills Center content section of the job profile associated with the primary-assignment job you are in. Role skills indicate the skills you must possess for that role.
- **Core skills** - Skills assigned to you by a manager you report into at any level in your primary assignment hierarchy. The core skill may be assigned to you by multiple managers and using multiple options (job, direct reports, organization, etc.) in the Team Skills Center.

Core and role skills are automatically added to your profile, and show up in your Skills Center as skills you are required to have alongwith required skill levels if skill levels are specified. When the skill is automaticall added, any of the following could happen.

- If the skill does not yet exist on your profile, the skill is added as a skill you need to develop. Additionally, if a skill level is specified, it is indicated as a requirement on the skill in your profile.
 - If a required level has been specified and the skill is currently showing on your profile as
 - developed at a level lower than the required level, it is switched to a skill that not yet been acquired, as the requirement for that skill has not yet been satisfied.
 - developed at or above the required level, the skill is left as-is as the requirement for that skill has been satisfied.
 - If no required level has been specified for the skill and the skill exists as developed skill on your profile, it is left as-is as the requirement for that skill has been satisfied.
 - Similarly, If no required level has been specified for the skill and the skill exists on your profile as a skill in development, it is left as-is as the requirement for that skill has not been satisfied.

Required Skill State	Required Skill Level Specified	Required Skill in Skills Center
Skill already on profile as Developed skill	Current skill level is below required level	Converted to a skill that is In Development
	Current skill level is at or above required level	No change
Skill already on profile as skill In Development	Current skill level is below required level	No change
	Current skill level is at or above required level	Converted to a skill that is Developed
Skill not on profile		Added as a skill In Development

A requirement for a skill can be contributed to your profile from multiple sources and by multiple managers (for core skills, as the case may be). These multiple contributions are resolved in the following manner:

- Only one version of the skill requirement is applied to your profile and available in your Skills Center.
- The highest level required, across all role and core skill requirements specified for the skill, is applied to your profile.
- If, at some point, the skill ceases to be a required skill, it stays in your profile in its current state and simply ceases to show as a required skill on the profile. It is no longer a role or core skill.

Other Skills

You can add skills you have or are developing of your own accord by accepting system-generated suggestions or by manually entering them. Since these are not required skills, they can be claimed as developed skills and can accrue evidence for confirmation any time.

Interacting with Different Skill Types

Depending on the type of skill you are interacting with, different actions are possible.

- You cannot voluntarily remove a required (core and/or role) skill from your profile. However, if the skill is not a required skill, you can remove it from your profile.
- You can self-rate your developing required skills, and continue to accrue evidence on them. If a required level has been specified, these skills will only cut over to developed skills when the required level has been achieved on them. Until then, they will remain as developing skills. If there is no required level specified, however, the developing skills will cut over to developed as soon as they are self-rated or any other evidence is accrued. NOTE: The acquired skill and the skill level do not have to be validated in order to be considered as meeting the required level.
- If a developed required skill loses any evidence (say, an endorsement is revoked), it will cut over to be a developing skill if it:
 - Loses validation / confirmation at the required level, thereby dropping the achieved level to below the required level, or
 - Is not validated or confirmed at any level, and the achieved level simply drops to below the required level.
- For developing skills that are not required, that is, other skills, you can claim them as a developed skill any time by simply self-rating or by accruing evidence of a level.

Components of Skills Center

Skill Levels

Skill levels come from the rating model associated with the content section used by the Skills Center. If skill levels are enabled for the Skills Center, you can specify the level of a skill already developed to convey your proficiency for that skill. You can specify a skill level on your profile and update the level if not yet validated. Once the skill level has been validated, you can no longer update it.

Skill Center Resources

You can browse the following resources available to you based on your current skill set in your Skills Center:

- Career ambassadors, that is, co-workers who possess the skills you are currently developing and can work with you to close your skill gaps. You may yourself sign up to be a career ambassador on the *Skills and Development* panel in your Connections profile.
- Learning items that include your current skill set and skill levels as learning outcomes, or items with outcomes that include the skill you're looking at in Skills Center. If no learning outcomes match the skill and level, you won't see any learning resources listed. After you complete a learning item, any corresponding skills outcomes and levels are added to or updated on your profile as skills you recently developed.
- Gigs available to you based on your current skill set in your Skills Center. You may complete a gig within the Opportunity Marketplace application to acquire skills. Once you complete a gig, the skills from the gig are added or updated on your profile as skills you have recently developed.
- Job requisitions available to you based on your current skill set in your Skills Center.
- Careers based on your full talent profile. You may review how well you qualify for the career and identify development opportunities and resources to help you grow within the organization. You can also explore additional careers of interest.

The learning item outcomes, gigs and job requisitions must use the same content section as the Skills Center.

Skill Detail

You can view the details of any skill in the system to examine its status as applicable and take a specific action.

- You can check if the skill is already on your profile as an existing skill or a developing skill and optionally update the skill level.
- You can view the career ambassadors, learning items, and gigs available to you to develop your proficiency in the skill.
- If the skill is not available in your profile, you can add it as an existing skill or a developing skill and optionally update the skill level.
- If it's an existing skill, you can review the endorsements received thus far and request further endorsements.
- If you've achieved the highest level attainable for the skill, you are now considered an expert in the skill.

Skill Validation

A validated skill and skill level helps establish the credibility of your proficiency within the organization. The system will automatically validate your skill and skill level (for applicable skill levels and system setup) based on the evidence accumulated from co-worker endorsements and skill development activities.

Validation of skill proficiency is performed by adding credibility scores associated with each type of evidence encountered in the system.

Type	Evidence Source	Description	Credibility Score
Co-worker Endorsements	Manager	Includes all higher-level managers in the supervisory hierarchy	100
	Expert	Someone who is validated at the highest level for the skill	75
	Peer	Someone who reports to the same direct manager	25
	Public	Any other worker in the system	10
Skill Development Activities	Learning Item	Any learning item that includes this skill as a learning outcome	50
	Gigs	Any gig that includes this skill	50

As the evidence of your skill accrues and the sum of evidence scores for a skill or skill level has reached 100 points, it is considered validated. The threshold of 100 points for skill and skill level validation is fixed in the system and can't be changed.

If there are no skill levels in use in the system, when a total credibility score of 100 points is reached for a skill, it is considered fully validated.

If skill levels are enabled for Skills Center, then

- A skill level is validated when 100 points are accrued.
- When a skill level for skill has been validated, any subsequent validations for lower levels are recorded, and only the highest level of achievement is presented to the user.

For example, if finance manager, Cindy, has received endorsements on her Financial Planning skill for various levels:

- Unspecified (level not specified) – 50 points, through five public endorsements
- Beginner – 10 points, through one public endorsement
- Intermediate – 100 points, through two learning classes, completed
- Advanced - 75 points, through one expert endorsement

Cindy will be validated at the Intermediate level for Financial Planning, as she has acquired 100 points of evidence for that level. She will not be validated for any other levels because there is not enough evidence for them (50, 10, and 75 are less than 100). In the future, if Cindy's Financial Planning skill is validated at the Beginner level, she will still show validated proficiency at the Intermediate level as that is the higher level for the skill.

Related Topics

- [Explore Careers on Skills Center](#)
- [How You Connect with Career Ambassadors](#)
- [Sign Up to Be a Career Ambassador](#)

Add Your Skills

You can add skills to your profile or a co-worker's profile in the following ways:

- Choose a skill from the system-generated suggestions. Skills are presented in various categories such as skills your peers have or skills from your careers of interest.
- Type the name of a skill. As you enter letters, skills matching the letters you entered are displayed. You can then select a skill from the suggested list.

Endorse Skills

You can endorse a coworker for a new skill from the system-generated suggestions or for a skill on their profile. The skill can be an existing skill or a skill they are developing.

You can optionally specify a skill level to recognize their proficiency in that skill. After you've endorsed a skill, you can update the skill level at any time, regardless of the skill's validation status. The application records the level as evidence of that skill level, but the level won't be visible on the skill. When enough evidence has accrued for a skill level to be validated or confirmed, the validated skill level will become visible.

You can also request an endorsement from your coworkers for any of the skills you already have. You can pick endorsers from system-generated suggestions for that skill. However, you cannot request endorsements for developing skills. When you receive an endorsement, you may get a notification via email or in your worklist, depending on how notifications are configured. When you receive the notification, you can provide a return endorsement to the endorser. Similarly, if someone has requested an endorsement from you, you may receive a notification via email or in your worklist.

The endorsement request can be withdrawn from the corresponding worklist notification. The endorser would then receive a notification stating the request has been withdrawn.

Skill Validation

A validated skill and skill level help establish the credibility of your proficiency within the organization. The system will automatically validate your skill and skill level (for applicable skill levels and system setup) based on the evidence accumulated from the co-worker endorsements and skill development activities.

Validation of skill proficiency is performed by adding credibility scores associated with each type of evidence encountered in the system. The default credibility score for each evidence source is as follows:

Type	Evidence Source	Description	Credibility Score
Co-worker Endorsements	Manager	Includes all higher-level managers in the supervisory hierarchy	100
	Skill Expert	Someone who is validated at the highest level for the skill	75
	Peer	Someone who reports to the same direct manager	25
	Public	Any other worker in the system	10
Skill Development Activities	Learning Item	Any learning item that includes this skill as a learning outcome	50
	Gigs	Any gig that includes this skill	50

As the evidence of your skill accrues and the sum of evidence scores for a skill or skill level has reached 100 points, it's considered validated. The threshold of 100 points for skill and skill level validation is fixed in the system and can't be changed.

If there are no skill levels in use in the system, when a total credibility score of 100 points is reached for a skill, it's considered fully validated. If skill levels are enabled for Skills Center, then:

- A skill level is validated when 100 points are accrued.
- When a skill level for skill has been validated, any subsequent validations for lower levels are recorded, and only the highest level of achievement is presented to the user.

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.

3 Team Skills Center

Understanding Team Skills Center

As a manager and a leader of your organization, you can assess your team's skill strength and skill gaps through the Team Skills Center dashboard.

The Team Skills Center for managers:

- Presents statistics to managers to assess their organization's skill strength on an ongoing basis, across roles, skills, and teams.
- Enables managers to assign specific skills to develop using the Oracle HCM Skills Advisor, to develop the skillset of their team.
- Is accessible on the manager's device of choice, including desktop and mobile.

The progress across role, core, and other skills are displayed in the following views:

- Team skills summary

You can view an executive summary of your team's skill development progress based on their role requirements and your organizational objectives. The statistics available to you are:

- Employee view showing skill strength across your team members
- Skill view showing skill spread across your team members
- Skill detail, when you view a specific skill, showing the strength of your team members with that specific skill

You can also switch over to view the dashboards of any manager reporting into you through a primary assignment.

To access your Team Skills Center use the Quick Action available under **My Team**.

Assigning Role Skills

By evaluating your team's role skill strength, you are assessing your team's preparedness for the roles they are in, and any gaps you can help them fill. A role skill, in this context, is a skill that is specified in the Skills Center content section on a job profile.

A job profile, and by extension, a role skill on that job profile, is specified centrally by an HR representative and applies uniformly to all people in that role regardless of the organization they are in. Role skill additions and updates are queued to be picked up by a background process scheduled by the Administrator, and propagated to impacted employee profiles, such these skills show in their Skills Center pages. If the required skill already exists on a profile, the background process will simply update the required skill level, if specified, to the highest level required among all the level requirements specified.

Assigning Core Skills

You can assess your team's progress in achieving core skills assigned to them, so you can help them fill any gaps. A core skill is a skill you as a manager can assign to your team members. These are skills that your team members must develop based on your team development and organizational objectives.

Through core skills, you can specify skill requirements deemed essential by you for any of the following assignee types:

- **Jobs:** Any jobs in the application, regardless of whether they have job profiles associated, so the skills will be assigned to anyone in your team who has this job. You may set up role core skills for roles with no people in them, in anticipation of that role being filled.
- **People:** People reporting to you through a primary assignment.
 - **Direct Reports:** Your own direct reports or those of any of the lower-level managers reporting to you
 - **Organization:** Your own organization or that of any of the lower-level managers reporting to you
 - **Specific people in your organization**

When adding a core skill:

- You can use type-ahead suggestions presented to you when you start typing in a skill.
- You may choose a skill that is already a role skill. This way you can create your own skill criteria for your team.
- You can optionally choose skill levels when assigning core skills, if skill levels are available in the application. Your team's skill achievement is shown in relation to the core skill level requirement that you have specified.

You can set up core skills for team members reporting to you at any level of the hierarchy through a primary assignment. A core skill may be assigned to a team member by any of their higher-level managers.

- More than one higher-level manager in the team member hierarchy may assign the same core skill with the same or a different skill level requirement. In this case, the skill level applied to your team in your dashboard will be the highest level among all the levels required by you and your higher-level managers.
- Conversely, your higher-level managers may have assigned core skills to your team members that you may not have directly assigned to them. These core skills will also show in your dashboard as assigned to your team members, so you can assess their progress.

When you assign or update a core skill:

- The skill assignment is queued to be picked up by a background process scheduled by the administrator, and propagated to impacted employee profiles, such that the assignment shows in their Skill Center pages.
- If the required skill already exists on a profile, the background process will simply update the required skill level, if specified, to the highest level required among all the level requirements specified.
- If an assignment errors out due to an unexpected or severe application error, you have to re-create your assignment so that it can be processed again.

You can view all assignments you have created, the details, and status thus far, in the activity log on your dashboard.

Other Skills

You can also view other skills that your employees have or are developing of their own accord, besides the core and role skills that may be required of them. This could provide a valuable view into skills that are available in your organization for new product and organizational growth opportunities including rare skills.

4 Career Development

Explore Careers on Skills Center

If your organization has enabled artificial intelligence (AI) based career suggestions, you can view suitable career suggestions on your Skills Center. You can also search for and explore careers other than those suggested to you.

On the Career banner of your Skills Center, you can see the most relevant suggestion based on your Talent Profile data.

If there are more suggestions, you can see the **More career suggestions** link on the Career banner. Click this link to view your current career and other appropriate suggestions on the Explore Careers page. If you don't see any suggestion on the banner in the Skills Center, click the banner and search for careers you're interested in on the Explore Careers page.

Explore Careers

On the Explore Careers page, the suggestions are arranged in order of their suggestion scores and are based on AI and machine-learning algorithms.

You can also search for other careers that you're interested in on the Explore Careers page. Use the search field to do this. You can filter the career results of your search by job family, job function, and skills.

View Career Details

Click a career card on the Explore Careers page to understand how well you qualify for that career and the resources you can use to close the gaps. For more information on the career details shown, see the *Career Details* topic.

When you access the career details page from the Skills Center, you can also see some career ambassador suggestions in the Resources you can use section of the career details page. These career ambassadors can help you close the gaps you've for that career.

Related Topics

- [Overview of Dynamic Skills](#)
- [Understanding Skills Center](#)
- [How You Connect with Career Ambassadors](#)
- [How can I add content to my profile?](#)
- [Adding Content to an Employee's Profile: Procedure](#)
- [Using the LinkedIn Profile Import Feature](#)

Sign Up to Be a Career Ambassador

When you volunteer to be a career ambassador, you can advocate your current career or skills you're proficient in.

1. Go to **Me > Connections**.

2. Search your name and click the card with your name.
3. On the Skills and Development panel, click **Sign up** to volunteer to be a career ambassador.
4. Set your Career Ambassador status as **Active** and enter an introduction about yourself describing your skills and your current role.

Note: You must enter an introduction to be considered as a career ambassador.

5. Click **Save**.

Results:

After you sign up, other employees can see your name listed as a career ambassador on any of these pages:

- Career Ambassador banner of the Skills Center
- Resources you can use section of the career details page for your current or past career
- Skill details page of skills that the employee wants to develop for which you've been endorsed by others

After you sign up, you'll be suggested as a career ambassador for an employee if you meet these conditions:

- Your current or previous job title needs to closely match one of the employee's careers of interest or current job title.
- Your language, skills, and competency levels needs to be higher than that of the employee.
- You need to have a role that's senior to that of the employee.

Note: You can opt out of being a career ambassador any time after you sign up.

Related Topics

- [Overview of Dynamic Skills](#)
- [Search for People in Connections](#)
- [What's a Connections Profile](#)

How You Connect with Career Ambassadors

Connect with career ambassadors and enhance your career growth. You can view suitable career ambassadors on your Skills Center if your organization has enabled this feature.

To generate career ambassador suggestions, your Talent profile is compared with the profile of persons who have careers you can move to or you're interested in and who have volunteered to be career ambassadors.

On the Skills Center banner, you can see only one career ambassador suggestion. Click the suggested career ambassador's name to view the Connections profile page of that person.

Career Ambassadors on Skill Details Page

Career ambassador suggestions are based on the skills that you've identified as the skills that you're developing on your Skills Center page and your Talent profile. When you click a skill name on the Skills Center, you see the skill details page. You can see people who meet these criteria suggested as your career ambassadors:

- They should have signed up to be a career ambassador on their Connections page.
- They have an endorsed skill that you want to develop.

Ambassadors are listed in the descending order of the endorsements that they have for a skill.

Career Ambassadors on Career Details Page

When you explore careers on the Skills Center, you can see career cards. Click a career card to view how well you qualify for that career in the career details page. You can also see career ambassador suggestions for that career in the Resources you can use section. Note that you can see career ambassadors only when you view the career details page from the Skills Center.

You'll see people who meet these criteria suggested as your career ambassadors:

- They should have signed up to be a career ambassador on their Connections page.
- Their current or past job title needs to closely match the career you're viewing.
- They have a role that's senior to your role.
- They have skills that match the skills that you need to develop for the career. These include skills that you currently don't have or have but not at the proficiency level required for that career.

The career ambassadors suggested can help you close the gaps you have for that career.

Related Topics

- [Overview of Dynamic Skills](#)
- [Understanding Skills Center](#)
- [How can I add content to my profile?](#)
- [Adding Content to an Employee's Profile: Procedure](#)
- [Using the LinkedIn Profile Import Feature](#)

5 Recruiting

Skills Advisor for Gigs

As a gig creator, you can associate skills to your gigs if your organization enabled Dynamic Skills.

Skills Advisor:

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

Related Topics

- [Overview of Dynamic Skills](#)

Skills Advisor for Job Requisitions and Candidates

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 have a continuously updated view into the ever-evolving skills to effectively connect people to opportunities.

If your organization implemented Dynamic Skills, recruiters and candidates can take advantage if these features:

- Recruiters can add required skills for a job requisition using suggested skills, there by enhancing the richness of the job description.
- Candidates can use the suggested skills for a specific job and their experience. It helps candidates to quickly select the relevant skills and add details.

Related Topics

- [Overview of Dynamic Skills](#)

6 Learning

Skills Advisor for Learning

Learning administrators can use Oracle Adaptive Intelligence to suggest appropriate skills to set as learning outcomes while configuring a course or specialization. Suggestions are based on the course or specialization title, description, and short description.

The more learning administrators curate the suggestions, the better they become. Learning administrators can curate the skills suggestions in a Microsoft Excel workbook. They can also review the suggestions for a specific course or specialization on its Learning Outcomes tab.

- Any suggestions with the skills curation status of Yes show on the course or specialization details page, definitions tab. They're also the only skills that transfer to learners' talent profiles after they successfully complete the learning. The skills that learning administrators don't curate, don't become learning outcomes.
- Any suggestions with the skills curation status of No continue to appear on the Learning Outcomes tab, but not in the details definition. They also don't transfer to talent profiles after successful completion of the course or specialization. If learning administrators delete a skill suggestion from the Learning Outcomes tab or the spreadsheet, it's removed everywhere. It won't appear again in future skill suggestions for that course or specialization.

Learning administrators need to complete and save the general information for all courses and specializations that they want to get skills suggestions for. Then next time the AI Suggested Skills for Learning Items process runs, the results include suggestions for those courses and specializations.

Note: Curated skills won't show in workbooks generated by future processing. But they will show on applicable Learning Outcomes tabs as well as course and specialization definitions. And every skill that you curate teaches Oracle AI services to produce better suggestions.

Related Topics

- [Skills Advisor for Learning Processes](#)

