Oracle Human Capital Management Cloud
Using the HCM Mobile Application
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Preface

This preface introduces information sources that can help you use the application.

Using Oracle Applications

Using Applications Help

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. Not all pages have help icons. You can also access Oracle Applications Help.

Watch: This video tutorial shows you how to find help and use help features.

You can also read Using Applications Help.

Additional Resources

- **Community:** Use Oracle Cloud Customer Connect to get information from experts at Oracle, the partner community, and other users.

- **Guides and Videos:** Go to the Oracle Help Center to find guides and videos.

- **Training:** Take courses on Oracle Cloud from Oracle University.

Conventions

The following table explains the text conventions used in this guide.

<table>
<thead>
<tr>
<th>Convention</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>boldface</strong></td>
<td>Boldface type indicates user interface elements, navigation paths, or values you enter or select.</td>
</tr>
<tr>
<td><strong>monospace</strong></td>
<td>Monospace type indicates file, folder, and directory names, code examples, commands, and URLs.</td>
</tr>
<tr>
<td>&gt;</td>
<td>Greater than symbol separates elements in a navigation path.</td>
</tr>
</tbody>
</table>

Documentation Accessibility

For information about Oracle’s commitment to accessibility, visit the Oracle Accessibility Program website.

Videos included in this guide are provided as a media alternative for text-based help topics also available in this guide.
Contacting Oracle

Access to Oracle Support
Oracle customers that have purchased support have access to electronic support through My Oracle Support. For information, visit My Oracle Support or visit Accessible Oracle Support if you are hearing impaired.

Comments and Suggestions
Please give us feedback about Oracle Applications Help and guides! You can send an e-mail to: oracle_fusion_applications_help_ww_grp@oracle.com.
1 Overview

Using the Oracle HCM Cloud Mobile App: Overview

The Oracle HCM Cloud mobile app enables you to access the HCM cloud features on your mobile device. You can install the Oracle HCM Cloud app on your Android and iOS based smartphones and tablets.

The Oracle HCM Cloud mobile app supports and renders mobile responsive pages on the phone. On a tablet, you can access both classic as well as mobile responsive features. The mobile app authenticates based on your role and doesn't require any additional mobile specific configuration.

The Oracle HCM Cloud mobile app enables you to:

- Save account URLs.
- Use AppConfig or user-configured URL schemes to automatically add accounts to the app.
- Receive an alert when you are offline instead of timing out, if using Learn.

⚠️ Note: Set the default home layout to News Feed for your HCM Cloud application to access the mobile responsive home page. If you set another layout and sign in to the app, the home page won't adjust to the size of your device.

Related Topics

- Configuring Account URLs for Oracle HCM Cloud: Procedure
- Installing and Configuring Oracle HCM Cloud on Your Mobile Device: Procedure
2 Mobile Device Setup

Installing and Configuring Oracle HCM Cloud on Your Mobile Device: Procedure

You can install Oracle HCM Cloud on mobile devices with Android and iOS operating systems (OS).

Installing and Configuring Oracle HCM Cloud

To install and connect to Oracle HCM Cloud:

1. Download Oracle HCM Cloud Mobile from the app store or play store. On Android devices, you have to download and manually install the mobile app.
2. Accept the end user license agreement (EULA) to proceed to the sign in page. From there on, you will have the same user experience on the desktop and mobile.
3. On the Getting Started page, enter your HCM Cloud application URL. For example:
   - HCM Desktop URL: https://abcd100-fa.us.abc.com
   - HCM Cloud Mobile URL: abcd100-fa.us.abc.com

   This is the same URL you enter in your mobile or desktop browser. If you can't access the application using the mobile app, try accessing it using the mobile browser. If you still can't sign into the mobile app, contact your HR department.

Specifying Device Language

Your device language should be the same as your preferred language selected in Oracle HCM Cloud. The mobile app uses this preferred language when you sign in. If your preferred or session language differs from your device language, text defined and used by the mobile app itself will display in a different language than the text defined in the HCM Cloud application.

Related Topics

- Using the Oracle HCM Cloud Mobile App: Overview

Configuring Account URLs for Oracle HCM Cloud: Procedure

Configure your account URLs to use the Oracle HCM Cloud mobile app.

To configure your account URLs:

1. On the Getting Started page, tap Settings.
2. Configure the following device settings:
   - Multiple Accounts: Swipe this to On. This enables you to set up multiple accounts and sign in to different environments.
   - Primary Account Host Name: Specify your HCM environment URL. Do not include https://. If you already entered the URL in the Add Accounts page, modify it here, or use the "I" on the Primary account card.

Related Topics
- Using the Oracle HCM Cloud Mobile App: Overview

FAQs for HCM Cloud Mobile Application Setup

What happens if I temporarily lose connection to Oracle HCM Cloud on my mobile device?

All HCM features require you to be connected to the internet. Only Learn supports offline access. If you temporarily lose connection to the Internet or close the Oracle HCM Cloud mobile app without logging out, the app will time out based on the settings configured by your administrator.

Can I use any third-party mobile device management software with Oracle HCM Cloud Mobile?

Yes. If your organization uses a mobile device management software, download the mobile application directly from your internal app store. For information on how to download Oracle HCM Cloud mobile application in this scenario, contact your system administrator.

What's the difference between accessing the mobile app on a phone and accessing through the mobile browser?

The same mobile responsive pages and menu entries available in a phone browser are available in the mobile app. However, the mobile app locks the orientation to portrait mode. In addition, the HCM Cloud mobile app supports offline Learn. A tablet provides the same functionality and experience as in the desktop. Both mobile responsive and classic pages and menu items are available.