Oracle Fusion Talent Management

HCM Communicate Questions and Answers

Oracle Fusion Talent Management
HCM Communicate Questions and Answers

G29708-02

Author: Alison Firth

Contents

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

Some application pages have help icons ⑦ to give you access to contextual help. 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. If the page has contextual help, help icons will appear.

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!

ORACLE

1 HCM Communicate Questions and Answers

Can I get notifications when Oracle Communicate sends a campaign email?

Emails and SMS messages from Oracle Communicate are sent directly to your inbox and SMS organizer, not the notifications list.

How do I create an email template with the HTML editor?

1. Go to **Setup and Maintenance > HCM Communicate > Employee Communications > Manage Email Templates.**
2. Click **Add**.
3. Select **HTML** as the editor and then click **Save**.
4. Select a template option to open the HTML editor:
    a. Import HTML or EML. Select this option to use an existing HTML or EML file.
    b. Use existing template. Select this option to use any template that you've created with the basic, advanced, or HTML editors.
    c. Use blank template.
5. Click **Save**.
6. Activate the template.

How do I configure automatic numbering for Oracle Communicate campaigns?

The campaign admin configures automatic numbering.

1. In the Setup and Maintenance work area, search for:
    o Functional Area: Employee Communications
    o Offering: HCM Communicate
    o Task: Manage Campaign Information
2. Select either manual or automatic.
3. Enter a starting value if you want the automatic numbering process to start from a specific number.

What's Oracle Communicate

Use Oracle Communicate to create, target, and track company communications and send them to employees.

Reach out to employees with communications, and then send future communications based on their engagement. Oracle Communicate provides an email editor to create emails with engaging content. Use these roles in Oracle Communicate:

- Campaign administrators configure Oracle Communicate for their organization so that campaign managers can use it. This involves creating templates for emails and predefined email profiles, audiences, and links for campaign managers to use when setting up a communication campaign.

- Campaign managers create and schedule communication campaigns, define the purpose and target audience, and create engaging content.

  Subscribe to Fusion Oracle Communicate Cloud Service (SKU B95499) to start using Oracle Communicate.

ORACLE