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Fusion Core HR New Hire Integration Set Up Guide

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Hardware and Software, Engineered to Work Together

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ADVISORY

Please ensure that you are working with the latest version of this guide.

The latest version is available on the Oracle Technology Network (OTN) at:
http://www.oracle.com/technetwork/documentation/default-1841567.html

WELCOME

Audience and Background

This guide is intended for information technology professionals who are considering setting up the New Hire integration from Oracle Talent for Midsize (TBE) to Oracle HCM Cloud (Fusion) leveraging the product capabilities available in TBE as of the 17A1 release and the Fusion Create Employee REST API.

Required Knowledge and Skills

This guide covers the set up requirements primarily from the TBE side of the integration. Successful implementation of the integration will require Fusion HCM knowledge so it is highly recommended that a qualified Fusion implementation partner or resource be engaged. A list of partners can be requested from you Oracle Account Representative or by submitting a request to the Oracle Customer Success Portal https://csmhub.custhelp.com

To complete the integration set up, the following information will need to be garnered from the associated Fusion HCM Environment:

- Base URL for the Fusion REST APIs
- Username and Password of the Fusion user to be used as the integration user. This user must have the appropriate permissions to create new employees.
- Ability to retrieve from Fusion the ID and Names of the enumerated fields that are to be included in the Fusion Employee record from TBE. For example, Fusion Business Unit Names and IDs.

Fusion Requirements

- Must be using Fusion R10 or above.
- Fusion REST APIs must be enabled for the Fusion environment.

Support

At this time, this feature is in Controlled Availability and may be implemented only with the assistance of an approved implementation partner and specific approval by TBE and Fusion Product Management.
The chosen partner will provide primary support during the implementation process.

If technical issues encountered during implementation or post go-live contact Oracle Support:

- **Online:** Go to Information Center Portal to submit, update or review a Service Request.
- You can also access our Knowledge Base, Oracle Applications Customer Connect and our Status Center.
- **Phone:** Call the appropriate phone number based on your location found at Oracle Support.

INTRODUCTION – WHAT IT DOES

Introduction

This feature offers TBE customers, who are also Fusion HCM customers, with a quick and cost effective method of setting up a basic integration from TBE to Fusion for the purposes of creating Fusion Employees for new hires out of TBE.

Newly hired Candidates or Employees in TBE will have their information transferred to new Fusion Employee records as a prescribed step in the workflow defined by the customer. The Fusion Employee record will be automatically created with the information from the TBE Candidate/Employee, Hired for Requisition and Accepted Offer based on the customer defined data mapping.

Limitations

The following limitations exist with the productized New Hire integration. Addressing these will need to be done through additional custom integration work. Future TBE releases will address some of these limitations.

- The current integration is for Fusion Employee creation **only.** Re-Hires are not currently supported by the productized integration. Re-hires will need to be updated manually in Fusion HCM or by additional custom integration.
- The current integration does **not** create Pending Workers in Fusion HCM. The Fusion REST APIs does not yet support creation of Pending Workers.
- Fusion Employee fields supported are currently limited to data elements currently supported by the Fusion REST APIs. Additional standard fields not listed in this guide and Fusion Employee Flex fields will need to be updated manually in Fusion HCM or by additional custom integration.
- Organization Structure fields specific to Fusion in TBE, for Example, Fusion Locations, Fusion Departments, Fusion Legal Entities, Fusion Business Units, etc. are not maintained by the integration. These values need to be set and maintained manually in TBE or maintained by a custom integration utilizing the TBE Display Fields REST API endpoint.
- Other Fusion Specific fields in, for Example Fusion Job, Fusion Grade, etc., are not populated or maintained by the integration. If being used, values need to be set and maintained manually in TBE or maintained by a custom integration utilizing the TBE Display Fields REST API endpoint.
- Employees cannot be created with their Manager Employee specified. This will need to be updated manually in Fusion HCM or by additional custom integration.
- A Fusion Employee's Veteran Status cannot currently be set by the productized integration.

Overview – HOW IT WORKS

Candidates or Employees?

Customers can define whether the source of the new Fusion Employee will be TBE Candidates **or** TBE Employees. The choice will depend on the business scenario within TBE.

Scenario 1 – Recruit only.
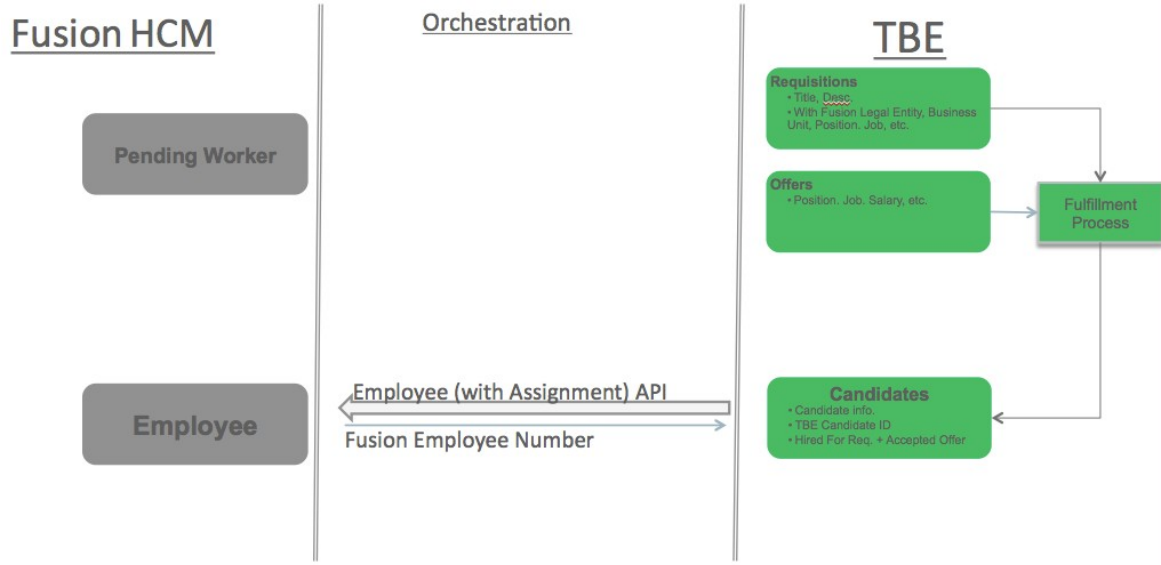
Scenario 2 – Recruit and Onboard.

Timing of Fusion Employee Creation

The submission of the data to Fusion HCM to create a new Fusion Employee will happen as a result of a status change in the workflow. Whether using TBE Candidates or Employees as the source for Fusion Employee creation, the customer will need to define at what point in the workflow the integration is triggered.
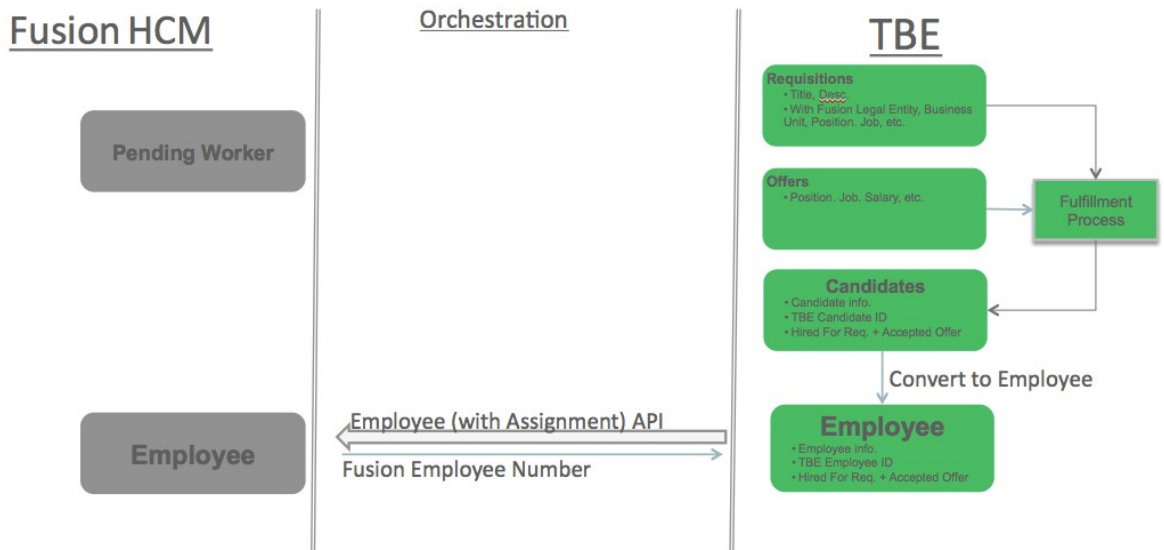
For TBE Candidates, this will be when particular Requisition Specific Status is set for the TBE Candidate for a TBE Requisition. For TBE Employees, this will be when a particular Employee Status is set for the TBE Employee. The chosen statuses may be any of the standard or custom status values. (NOTE: Review section below on Triggering Status Requirements).

Customers must also define the Status (Requisition Specific Status or Employee Status) that is set after the Fusion Employee has successfully been created in Fusion HCM and the Fusion Employee Number returned to TBE indicating a successful operation.

Example configurations:

Example Setting for Candidate	Example Settings for Employee
Objects and Status settings: Red = Required Information	**Objects and Status settings:** Red = Required Information
Source TBE Object — Candidate	**Source TBE Object** — Employee
Status for export to Fusion — Send to Fusion	**Status for export to Fusion** — Send to Fusion
Status after export to Fusion — Processed	**Status after export to Fusion** — Employed

Triggering Status Requirements

Successfully creating a new Fusion Employee requires definition of two entities --- the Person and the Assignment (the job the person is being hired into). Both entities must be provided and both entities have required information that must come from the Requisition the person was hired for in TBE.

For a Fusion Employee to be successfully created via the integration from TBE, the Candidate or Employee must be linked to a Requisition in TBE. In TBE this link is established when a Candidate is set to a Requisition Specific Status that is defined as 'Considered Hired' in the Req Specific Candidate Workflow(s). (The Requisition ID is recorded in the Hired for Requisition ID field on the Candidate).

For Candidates, the Req Specific Status chosen as the triggering status must be at or after a Req Specific Status that is 'Considered Hired'. Otherwise the integration will not be successful.

For Employees, the Employees must have been converted from a Candidate that reached a Req Specific Status that is 'Considered Hired' and the 'Hired for Requisition ID' field must be included in the Candidate to Employee conversion mapping.

Requisition Data Requirements

Successfully creating a Fusion Employee requires that the Fusion Legal Entity and Fusion Business Unit that they are being hired into be provided. These two data elements are stored in TBE on the Requisition the Candidate/Employee for which the Candidate/Employee is hired.

Two Fusion Integration Fields on the Requisition 'Fusion Legal Entity' and 'Fusion Business Unit' are available once the Fusion Integration Fields are enabled. These fields (Pick-lists) **must** be populated and populated with valid values for the Fusion environment on Requisitions where the hired people are expected to result in New Fusion Employee records. The values for the pick-lists will need to be garnered from the Fusion environment and set in the field pick-list values.

Fusion Employees created via the integration will be created in the Fusion Legal Entity and Fusion Business Unit specified on the TBE Requisition.

Other Data Requirements

Fusion Specific Fields

A number of other Fusion Specific fields have been added to TBE that can optionally be included in the Assignment portion when creating a Fusion Employee. Each of these fields (pick-lists), if being used, will need to be populated with the values, Name|ID, from the Fusion Environment.

Additionally, these fields may exist on more than one entity within TBE. The Customer will need to ensure that the field is populated on the entity from which the data is being sourced as part of the TBE to Fusion Mapping (covered later). Which entity is used as the source would be based on the customer business process within TBE.

Here are a list of these Fusion specific fields that can be included in the Fusion Employee's Assignment and where the can be defined:

Fusion Field	Requisition	Offer	Employee
Fusion Legal Entity	X		
Fusion Business Unit	X		
Fusion Department	X	X	X
Fusion Location	X	X	X
Fusion Grade	X	X	X
Fusion Salary Basis	X	X	X
Fusion Job	X	X	X

NOTE:

- Requisition data is from the Requisition the Candidate or Employee is Hired for.
- Offer data is from the Accepted offer.

Other TBE Fields

The TBE to Fusion Mapping can optionally include fields that are populated from TBE standard fields, example Gender, or from TBE Custom fields. Where the fields are pick-lists, the pick-lists in TBE will need to be configured with the correct integration codes to match the Fusion Environment if they are being included. These values will need to be sourced from Fusion and configured/validated in the TBE pick-list values.

What Data is sent to Fusion for Fusion Employee Creation (Defaults)?

This feature is delivered with a standard mapping of TBE Fields to Fusion Employee and Fusion Employee Assignment Fields. The fields in the 'Fusion Employee Fields' section are either from Candidates or Employees depending on the set up described earlier (other than Legal Entity which always comes from the Requisition hired for). The fields in Red represent the systematically required fields from the Fusion side.

Fields are included on the Fusion Employee record only if they are populated on the TBE Candidate/Employee/Requisition/Offer. Otherwise blank/Null values are sent.

Person Details:

Fusion Employee Fields		TBE Fields
LastName	☑	**Last name**
LegalEntityId	☑	**Requisition Fusion Legal Entity**
HireDate	☑	Hired date
FirstName	☑	First name
MiddleName	☑	Middle
NameSuffix	☑	Suffix
DisplayName	☑	Name
HomePhoneNumber	☑	Phone #
AddressLine1	☑	Street address
AddressLine2	☑	Street Address 2
City	☑	City
Region	☑	County

Fusion Fields		TBE Fields
Region2	☑	State/Territory
Country	☑	Country
PostalCode	☑	ZIP/Postal code
DateOfBirth	☑	Date of Birth
Ethnicity	☑	Race
Gender	☑	Gender
MaritalStatus	☑	Marital Status
NationalId	☑	Social Security Number
NationalIdCountry	☑	Country
Religion	☑	Religion
PassportNumber	☑	Passport Number
LicenseNumber	☑	License Number
MilitaryVetStatus	☑	Veteran/Disability

Assignment Details:

Fusion Assignment Fields		TBE Fields
BusinessUnitId	☑	**Requisition Fusion Business Unit**
SalaryAmount	☑	Offer Salary
AssignmentName	☑	Requisition Title
LocationId	☑	Requisition Fusion Location
JobId	☑	Requisition Fusion Job
GradeId	☑	Requisition Fusion Grade
DepartmentId	☑	Requisition Fusion Department

SalaryBasisId	☑	Requisition Fusion Salary Basis

Can the TBE to Fusion Employee Mapping be customized?

Customers will have the ability to customize their TBE to Fusion Employee mapping in a few different ways.

- ☐ Exclude/Include fields from the standard default mapping.
- ☐ Change the source TBE Field for some fields.
- ☐ Extend the mapping. Include additional Fusion Employee fields and define the source TBE Field.

Exclude/Include fields from the standard default mapping

For all the fields included in the standard/default mapping, listed above, with the exception of the systematically required fields, customers will be able to exclude the field from the Fusion Employee or Fusion Employee Assignment records.

Examples:

Include		Exclude	
DateOfBirth ☑ Date of Birth		DateOfBirth ☐ Date of Birth	
Ethnicity ☑ Race		Ethnicity ☐ Race	
Gender ☑ Gender		Gender ☐ Gender	
JobId ☑ Requisition Fusion Job		JobId ☐ Requisition Fusion Job	

Change the source TBE Field for some fields.

Certain fields that are part of the standard/default mapping can be sourced from a different entity/field within TBE. For example, if Salary Basis is included in the mapping to the Fusion Employee Assignment, the customer may prefer to source this from the Accepted Offer instead of from the Requisition entity. In some cases, the alternate sources can be TBE Custom Fields.

Where fields allow more than one TBE source field, a drop-down is available where an alternate source can be selected.

Examples:

Source 1		Source 2	
SalaryBasisId ☑ Req_Fusion_Salary_Basis		SalaryBasisId ☑ Off_Fusion_Salary_Basis	
AssignmentName ☑ Title		AssignmentName ☑ Req Cust Text Field 1	

Extend the mapping.

Additional, less commonly used, Fusion Employee and Fusion Employee Assignment fields supported by the Fusion Employee creation can be added to the TBE to Fusion mapping. Customers will be able to select from the list of supported Fusion fields and add them to the mapping. A TBE field must then be selected which will be mapped to this field.

Examples:

Examples		
PassportIssueDate	🗑	Cust Date 1 ▲▼
-- Please Select -- ▲▼		
ProbationPeriodLength	🗑	Req Integer ▲▼
-- Please Select -- ▲▼		

How to track what is happening.

Once the connection to the Fusion Environment is established (covered in Set Up section below) and the Source TBE Object (Candidate or Employee) and Triggering Status has been set, the process to create a Fusion Employee will be initiated whenever that source object is set to the defined status.

The process only applies to New Fusion Employees, in TBE this is represented by the Fusion Employee Number field being blank on the Candidate or Employee. (Fusion Employee Number is a new Fusion specific field on both the Candidate and Employee entity in TBE). If the Fusion Employee Number is not null/not empty, no attempt will be made to create a new Fusion Employee record.

If a New Fusion Employee is to be created, all system activity for this process is recorded in the History Log of the Candidate/Employee including the success or failure of the process.

The system will record any pre-processing errors that are preventing the Fusion Employee creation to Fusion from occurring, if any. For example if the Requisition is missing any of the systematically required information:
Example:

12/8/16 5:29 PM	Cook, Mark	Candidate could not be submitted for Employee creation to Fusion HCM. Reason: Candidate Hired for Requisition that does not have either Fusion Legal Entity or Fusion Business Unit specified. Required information cannot be retrieved from Requisition.

The system will record if the submission to create a new Fusion Employee has occurred:

12/8/16 3:54 PM	Cook, Mark	Candidate submitted for Employee creation to Fusion HCM

If successful, the system will record that a Fusion Employee Number has been assigned. This Fusion Employee Number is also updated on the TBE Candidate/TBE Employee. The Fusion Integration Status of the TBE Candidate/TBE Employee is set to 'Processed':

12/8/16 3:54 PM	Employee created in Fusion HCM with Employee Number 218

If a new Fusion Employee was not created, the failure along with the reason returned by Fusion are recorded in the History Log. The Fusion Integration Status of the TBE Candidate/Employee is set to 'Failed'.

Example:

12/14/16 9:29 PM	Candidate could not be submitted for Employee creation to Fusion HCM. Reason : You cannot create this employee because the national ID and the combination of last name, date of birth, and first character of first name must be unique. (PER-1531814) Unable to start a nested resource because there is no current resource. Nested resource name: assignmentsJBO-29000: Unexpected exception caught: java.lang.IllegalStateException, msg=Unable to start a nested resource because there is no current resource. Nested resource name: assignments: Unable to start a nested resource because there is no current resource. Nested resource name: assignments If the Candidates Fusion Integration Status is currently Failed, use this link to try again: Resubmit

If either a pre-processing error is found or an error is returned by Fusion, the system can be set up to send an Email to one or more TBE Users to notify them of the issue right away. This is also recorded in the History Log:

12/14/16 9:29 PM	Email message **Fusion Integration Issue** sent to mark.cook@oracle.com	View

As an alternate to Email notifications, a Custom Report (Manually run or Scheduled) could report on all current records requiring attention due to Fusion Integration issues:

Candidates - Id	Candidates - First Name	Candidates - Last Name	Candidates - Can Fusion Int Status
100	Lorie	House	Failed
127	Jerry	Hall	Failed
130	Lester	Holden	Failed
3			

How to resolve issues.

The creation of a new Fusion Employee from a TBE Candidate/TBE Employee may fail for a number of causes. The resolution that the customer needs to take to address this will depend on the nature of the problem reported in the History Log. Here are some examples.

Pre-Processing Errors

In some cases the integration will not be attempted because the system has detected that the Candidate/Employee is not linked to a Requisition or that the Requisition is lacking required data.

The Candidate/Employee must go through the proper process again to be linked to the Requisition or the Requisition Data must be corrected. Once the Candidate/Employee is saved again in the triggering Status, the integration will be attempted again.

Connection to Fusion refused

Fusion Employee creation can fail due to the inability to connect to the Fusion environment (Reason: Connection could not be established.). This may be due to the Fusion environment being down for maintenance, the password of the integration user being changed, etc.

Once the root cause has been resolved, the TBE Candidate/TBE Employee can be re-submitted by either re-saving or by clicking the Resubmit link in the History Log entry.

Invalid Data for Fusion field

Fusion Employee creation can fail if a value provided for a particular Fusion field is invalid – invalid pick-list value, invalid data type, etc. The details of the reason will be returned by Fusion and displayed in the History Log.

The issue can be resolved by correcting the data values in the pick-list or on the TBE Candidate/TBE Employee record. Re-saving the TBE Candidate/TBE Employee will attempt the integration again. Additionally, the offending field can be excluded from the TBE to Fusion mapping (temporarily) until the root cause can be determined. Re-saving will attempt the integration again but excluding the offending field.

Missing required fields

Fusion Employee creation can fail if a value configured as required in the Fusion environment is not provided by TBE. The details will be returned by Fusion and specified in the History Log entry.

The issue can be resolved by populating the value on the TBE Candidate/TBE Employee record. Re-saving the TBE Candidate/TBE Employee will attempt the integration again. Additionally, the offending field can be excluded from the TBE to Fusion mapping (temporarily) until the root cause can be determined. Re-saving will attempt the integration again but excluding the offending field.

Other Validation Issues

Fusion Employee creation can fail due to issues specific to the Fusion environment configuration.

For example, location information may be validated if enabled in Fusion causing Fusion Employee records to be rejected if the City, County, State, Country and Zip Code combination is invalid.

Fusion Employee records can be rejected if the Employee data is found to not be unique enough. For example, an employee with the same Last Name and SSN already exists.

In these cases, the TBE customer will need to investigate the root cause along with their Fusion admin users and take the appropriate corrective actions.

General workaround
If Fusion Employee creation fails and the resolution cannot be made in a timely manner, a manual work around can always be implemented.

The Fusion Employee can be manually created in Fusion HCM. The Fusion Employee Number can then be manually recorded back in TBE against the TBE Candidate/TBE Employee. The presence of the Fusion Employee Number on the TBE Candidate/TBE Employee will ensure that integration of that record to create a new Fusion Employee will not be attempted any longer. The Fusion Integration Status of the TBE Candidate/TBE Employee should also be manually updated to 'Processed' to ensure that they no longer appear on any reports of problematic records.

IMPLEMENTATION GUIDE

The following sections cover the steps that should be followed to enable and configure this feature.

Please be aware that the TBE-Fusion new hire integration features are not a standard or "out of the box" integration, and are limited in scope. These features are currently available "as is" and no further improvements are planned, in favor of supporting more robust custom integrations using Oracle Integration Cloud (OIC), or a preferred middleware product. You should be sure to evaluate the scope of these features carefully, because it may be the case that they are not sufficient to meet your integration requirements.

Set Up Quick Guide

Below is a quick reference to the steps that should be followed to implement this feature in you TBE environment.

Step	Description	Notes
1	Submit a Service Request to TBE Oracle Support to have the implementation partner verified.	At this time, this feature is in Controlled Availability and may be implemented only with the assistance of an approved implementation partner and specific approval by TBE and Fusion Product Management.
2	Submit a Service Request to Fusion Oracle Support to have Fusion REST APIs enabled for the Fusion Environment.	Currently the Fusion REST APIs (required for this feature) are in Controlled Availability. A request to have these enabled for the Fusion environment must be submitted to Oracle Support. Oracle Support will provide an Activation Request request form.
3	Enable the Emps REST service in Fusion for the user to be used as integration user and validate.	Instructions provided after Step #2 completed.
4	Update the Service Request initially created in Step 1 by providing the Fusion Service Request # created in Step 2. TBE Oracle Support will enable the Fusion Integration Configuration in your TBE environment.	Prerequisite: The SR# from Step 2 must be provided to ensure that Step #2 has been completed. Step #3 has been completed.
5	Enable Oracle Fusion HCM integration fields in TBE	
6	Populate/validate master data in TBE Pick-lists	Requires information provided from Fusion environment for some fields.
7	Set up Fusion Integration Mapping – Source Objects and triggering Status	
8	Customize/Extend/Confirm TBE to Fusion Mapping	
9	Confirm all fields that are configured as Required in Fusion HCM for creating a new Employee are included and will be populated in TBE for the integration.	
10	Create Email Template for integration issues reporting **(Optional)**	If planning to use Email Notifications.

11	Create Custom Reports for tracking problematic records **(Optional)**	
12	Create Integration User in Fusion HCM	
13	Set up and Enable connection to Fusion Environment	

1. Verify Approved Implementation Partner

Currently, the TBE to Fusion HCM product integration is under Controlled Availability and may be implemented only with the assistance of an approved implementation partner and specific approval by TBE and Fusion Product Management. Submit a Service Request to TBE Oracle Support and reference your authorized implementation partner's name for verification.

This Service Request will remain open, and will be used to provide TBE Oracle Support with additional information in Step 4.

2. Enable Fusion REST APIs

This TBE to Fusion HCM product integration relies on the Fusion REST APIs being available for the associated Fusion Environment. Currently, the Fusion REST APIs are under Controlled Availability. To have the REST APIs enabled for the Fusion Environment, a Service Request must be submitted with Fusion Oracle Support to request activation of the REST APIs.

The Service Request must include the completed form to request enrollment in the Controlled Availability program for REST and ATOM Feeds'.

Oracle Support will provide the customer with instructions on how to ensure that the user that will be used for the integration has been provided the correct privileges to use the Fusion REST APIs. The document will be titled 'Enabling emps REST service -- Release XX CUSTOMER NAME.pdf'

NOTE: This is a mandatory prerequisite step for Step #3.

3. Enable the Emps REST service in Fusion for the user to be used as integration user.

Complete the steps in the 'Enabling emps REST service -- Release XX CUSTOMER NAME.pdf'. The steps provided will be specific to the particular release of HCM Cloud.

Once completed, we recommend that you ensure that the configuration is complete and accurate by connecting to the Fusion emps REST API using a REST Client before moving forward.

4. Enable Fusion Integration Configuration in TBE Environment

Update the initial Service Request with TBE Oracle Support referencing the SR# from Step 2 to request activation in the TBE environment.

5. Enable Oracle Fusion HCM integration fields in TBE

The TBE Administrator must enable the Oracle Fusion HCM Integration fields. This is a required step. Once completed, the Fusion specific fields for the Requisition, Candidate, Offer and Employee entities will become available. Additionally, the option for setting up the connection to the Fusion Environment will also become available (Step 10).

☐ Enable 'Oracle Fusion HCM' in Enable Application Integration Fields section of Administration →→

Organization →→ System & Email Settings UI

Enable Application Integration Fields

Oracle Applications

☐ JD Edwards EnterpriseOne

☑ Oracle Fusion HCM

☐ Oracle E-Business Suite HCM

☐ PeopleSoft

Partner Applications

☐ NetSuite

6. Populate/validate master data in TBE Pick-lists

Before the TBE to Fusion integration can be used the required data needs to be set-up and/or validated in the TBE environment. The following fields must be validated if they are being included in the Fusion Employee feed.

Note: For Fusion integration fields that expect a Fusion ID, the integration codes populated in the pick list should be in the format of an integer like 300000001483319.

Fusion Integration Status

This field is required for the successful operation of this feature.

To ensure that field Fusion Integration Status on the TBE Candidate/TBE Employee is being displayed and updated correctly during the integration process, the field must be populated with the following values and settings. New TBE environments will be created with these values seeded.
(Administration→→Customize Recruit→→Candidate Fields→→Candidate Application Integration Fields section OR Administration→→Customize Onboard→→Employee Fields→→Employee Application Integration Fields section).

Pick List Items

If a pick list item is inactive, it means that it will not be displayed when the pick list is shown. You can allow for pick list items to be inactive if you would no longer like to offer this item as an option, but do not want to delete the item, as deleting the item will also remove it from your data.

Set an item as inactive if you would like to retain the historical data, but would no longer like the option to appear in the pick list.

You are allowed up to **2500** active pick list items.

Add new values | Edit selected value

Inactive

Active

Not Submitted|01
Submitted|02
Pending Review|03
Processed|04
Failed|99

☐ Sort values alphabetically, not in the order entered
☑ Use first value as default value
☑ Use first value for creation if no value specified

Description	Code
Not Submitted	01
Submitted	02
Pending Review	03
Processed	04
Failed	99

☐ **Check 'Use first value as default value'**
☐ **Check 'Use first value for creation if no value specified'**

Requisition Field Fusion Legal Employer

This field in mandatory and must be set with at least one valid entry matching the Fusion environment the Fusion Employees are being created in.

A new Application Integration Field was added to Requisition with external label: fusionLegalEntityId available when Oracle Fusion HCM integration fields enabled. (Administration→→Customize Recruit→→Requisition Fields→→Requisition Application Integration Fields section).

- ☐ The pick-list must be populated with a minimum of one valid Fusion Legal Employer ID and Name. (The values must be sourced from the Fusion Environment)
- ☐ This is a required field for creating a Fusion Employee in Fusion.
- ☐ This field must be populated on any Requisition for which Candidates are being Hired in TBE.
- ☐ Can be configured to auto-populate on Requisitions with first value; if only one Fusion Legal Employer exists for the Fusion customer, it must be added to picklist and will be populated on the Requisition if configured as such.
- ☐ The code of the pick list entry will be sent to Fusion.
- ☐ **NOTE:** The codes set in the pick-list must be the **Organization IDs** of the Fusion Legal Entities not the Legal Entity IDs.

Pick List Items

If a pick list item is inactive, it means that it will not be displayed when the pick list is shown. You can allow for pick list items to be inactive if you would no longer like to offer this item as an option, but do not want to delete the item, as deleting the item will also remove it from your data.

Set an item as inactive if you would like to retain the historical data, but would no longer like the option to appear in the pick list.

You are allowed up to **2500** active pick list items.

Add new values | Edit selected value

Inactive

Active

Fusion Demo Company|40010

- ☐ Sort values alphabetically, not in the order entered
- ☑ Use first value as default value
- ☑ Use first value for creation if no value specified

Integration Information (Web API)

The external name is used to reference this field via the Taleo Web API for integration and extension purposes. This name must be unique. Please be careful when changing the external name as it can break existing integrations.

External name: fusionLegalEntityId

Requisition Field Fusion Business Unit

This field in mandatory and must be set with at least one valid entry matching the Fusion environment the Fusion Employees are being created in.

A new Application Integration Field was added to Requisition with external label: fusionBusionessUnitId available when Oracle Fusion HCM integration fields enabled.

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(Administration→→Customize Recruit→→Requisition Fields→→Requisition Application Integration Fields section).

The pick-list must be populated with a minimum of one valid Fusion Business Unit ID and Name. (The values must be sourced from the Fusion Environment)

- ☐ This is a required field for creating a Fusion Employee in Fusion.
- ☐ This field must be populated on any Requisition for which Candidates are being Hired in TBE.
- ☐ Can be configured to auto-populate on Requisitions with first value; if only one Fusion Business Unit exists for the Fusion customer, it must be added to pick-list and will be populated on the Requisition if configured as such.
- ☐ The code of the pick list entry will be sent to Fusion.

Pick List Items

If a pick list item is inactive, it means that it will not be displayed when the pick list is shown. You can allow for pick list items to be inactive if you would no longer like to offer this item as an option, but do not want to delete the item, as deleting the item will also remove it from your data.

Set an item as inactive if you would like to retain the historical data, but would no longer like the option to appear in the pick list.

You are allowed up to **2500** active pick list items.

Add new values | Edit selected value

Inactive		Active
		Sample Business Unit|202

☐ Sort values alphabetically, not in the order entered
☑ Use first value as default value
☑ Use first value for creation if no value specified

Integration Information (Web API)

The external name is used to reference this field via the Taleo Web API for integration and extension purposes. This name must be unique. Please be careful when changing the external name as it can break existing integrations.

External name: fusionBusinessUnitId

Other Fusion specific fields

A number of fields have been added to TBE that are specific to the Fusion Employee creation. These fields exist of each of the Requisition, Offer and Employee entities.

(Administration→→Customize Recruit→→Requisition Fields→→ Requisition Application Integration Fields section

AND/OR

Administration→→Customize Recruit→→Offer Fields→→ Offer Application Integration Fields section

AND/OR

Administration→→Customize Onboard→→Employee Fields→→Employee Application Integration Fields section).

If any of these fields are to be included in the Fusion Employee creation, in the Fusion Employee Assignment portion, they must be populated with the Name and ID values on the entity it is being taken from within TBE. The Name and ID values must be sourced from the Fusion

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environment where the Fusion Employees are to be created.

☐ Here are a list of these Fusion specific fields that can be included in the Fusion Employee's Assignment and where the can be defined:

Fusion Field	Requisition	Offer	Employee
Fusion Department	X	X	X
Fusion Location	X	X	X
Fusion Grade	X	X	X
Fusion Salary Basis	X	X	X
Fusion Job	X	X	X

Example:

States

The Pick List for States on the TBE Candidate/TBE Employee entity must be configured with the entire state name as the code in the pick list values if being included in the Fusion Employee Creation process.

Note:

The Fusion Employee integration will accept any value that is valid data set up in Fusion HCM Geographies as the integration code for State. The TBE State field can be configured to match. The values supported depends on the data loaded into the geographies table. Look at the geography data in Fusion to confirm which values are stored.

The supported-valid values can also be confirmed by going to Manage Employment page and clicking the LOV for States – which ever valid values you see there can be used in the integration.

Other Enumerated Fields

If any of the optional enumerated/pick-list fields that are part of the Fusion Employee are included in the Fusion Integration mapping, they will be sent if populated on the TBE Candidate/TBE Employee. If included, these fields need to be seeded with Name(s) and Code(s) that match the Fusion values. The correct set of Name(s) and Code(s) will need to be sourced from the Fusion environment and populated in the pick-list field in TBE.

These fields include:

- ☐ Marital Status
- ☐ Gender
- ☐ Ethnicity/Race
- ☐ Religion
- ☐ Salutation

Example:

Gender

Lookup Code	Meaning
F	Female
M	Male
NULL	Choose Not to Disclose

7. Set up Fusion Integration Mapping – Source Objects and triggering Status

Before the integration is turned on, the Fusion Integration Mapping should be reviewed/validated to ensure that the correct Source TBE Object, TBE Candidate or TBE Employee is set. Additionally, the best triggering Status (Status for Export to Fusion) and post integration Status (Status after Export to Fusion) are set. If using a custom status for either, those Statuses must first be added to the Req Specific Candidate Workflow(s) or Employee Workflow(s).

Statuses can be added at:
Administration→→Customize Recruit→→Req-Specific Candidate Workflow OR
Administration→→Customize Onboard→→Employee Workflow

The Fusion Integration Source TBE Object and Statuses can be set/validated at:
Administration→→Customize Recruit or Customize Onboard→→Fusion Integration Mapping

8. Customize/Extend/Confirm TBE to Fusion Mapping

Before the integration is turned on, the Fusion Integration Mapping should be reviewed/validated to ensure that the correct fields are being included from the appropriate source TBE Fields.

The field level mappings can be validate/updated under the appropriate tab 'Customize Candidate Mapping' or 'Customize Employee Mapping' for the Source TBE Object set in the previous step: Administration→→Customize Recruit or Customize Onboard→→Fusion Integration Mapping

Fields can be included/excluded from the Fusion Employee and Fusion Employee Assignment, the source TBE Field can be selected for fields where various sources are available and fields can be added and their source TBE field selected.

9. Confirm all fields that are configured as Required in Fusion HCM for creating a new Employee are included and will be populated in TBE for the integration.

When TBE sends the data to the Fusion REST API, only the values included in the mapping (Checked fields) will be included. Also, only those that have a value populated in TBE will be included.

If there is a field that is required in Fusion HCM to create a new Employee manually (beyond the systematically required fields), it must also be included and populated in the integration. Otherwise the integration will fail. The fields that are required vary for customers and is part of the Fusion

configuration.

Before proceeding, a validation check should be done to ensure:
- All fields required in Fusion HCM to create an Employee are included in the mapping; they are checked.
- TBE is configured in such a way that the fields required by Fusion to create an Employee are captured for the Candidate/Employee. The Page Layouts should be configured such that these fields are required before submission to Fusion.

10.   Create Email Template for integration issues reporting (Optional)

When setting up the Fusion Integration (the connection to the Fusion environment), one can opt to have an email sent to one or more TBE Users whenever an issue is encountered with Fusion Employee creation.

If the plan is to opt-in to the Email notifications, an Email Template should be created first so that it can be selected in the Fusion Integration Connection set-up.

Email templates can be created at:

Administration→→Customize Recruit→→System Email Templates→→Add Template

OR

Administration→→Customize Onboard→→System Email Templates→→Add Template

Example:

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11.   Create Custom Reports for tracking problematic records (Optional)

The Fusion Specific fields that have been added to TBE are available for Custom Report creation. Customers can opt to use Custom Reports scheduled or manually executed to track issues with the Fusion Employee creation integration instead of or in addition to using the Email Notifications.

A Custom Report driven by the 'Fusion Integration Status' as a parameter can be used to report on all current issues requiring attention.

TBE Employees with Fusion Integration Status

Employees - Id	Employees - Employee Code	Employees - First Name	Employees - Last Name	Employees - Emp Fusion Int Status
100	TBEAU7	Srinivasan	Vasudevan	Failed
127	EMP000082	Kevin	Smith	Failed
130	EMP000085	Gillian	Koros	Failed

Date of Execution: 1/9/17 7:59 PM GMT
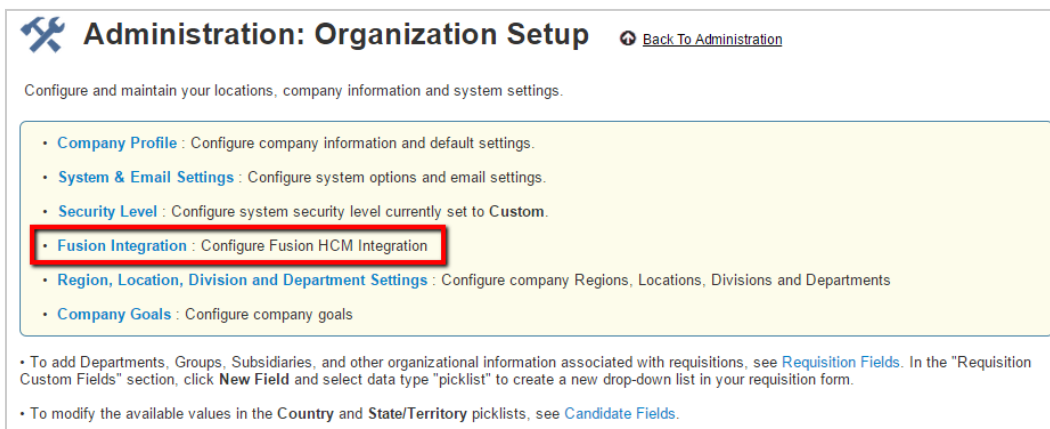
12. Create Integration User in Fusion HCM

Before the connection between the TBE Environment and the Fusion Environment can be established, a Fusion User must exist with the privileges to create Employees. The username and password of this user must be sourced from the Fusion Environment. This will be used in the next step.

13. Set up and Enable connection to Fusion Environment

The final step to turn on the integration is to set up and enable the Fusion Integration Connection. Note, you can have one active/enabled connection at to a Fusion Environment. This can be to a Test Environment or a Production Environment. Enabling one connection will disable the others.

Navigate to Administration →→ Organization →→ Fusion Integration

☐   Click 'Add Connection' to set up a new connection.

☐ Populate the fields for the Fusion Environment and Integration User provided by Fusion.

Name	A name for the connection to a Fusion Environment.
Description	Optional additional description of the Fusion Environment
Endpoint URL	The URL for the Fusion REST APIs. This must be sourced from Fusion. NOTE: This is typically everything up to the .com in the Fusion HCM Application URL. Application URL: https://xxxx.hcm.us2.oraclecloud.com/hcmCore/faces/HcmFusionHome Endpoint URL: https://xxxx.hcm.us2.oraclecloud.com/
Username	Fusion user created for the integration in previous step.
Password	Password for the integration user.
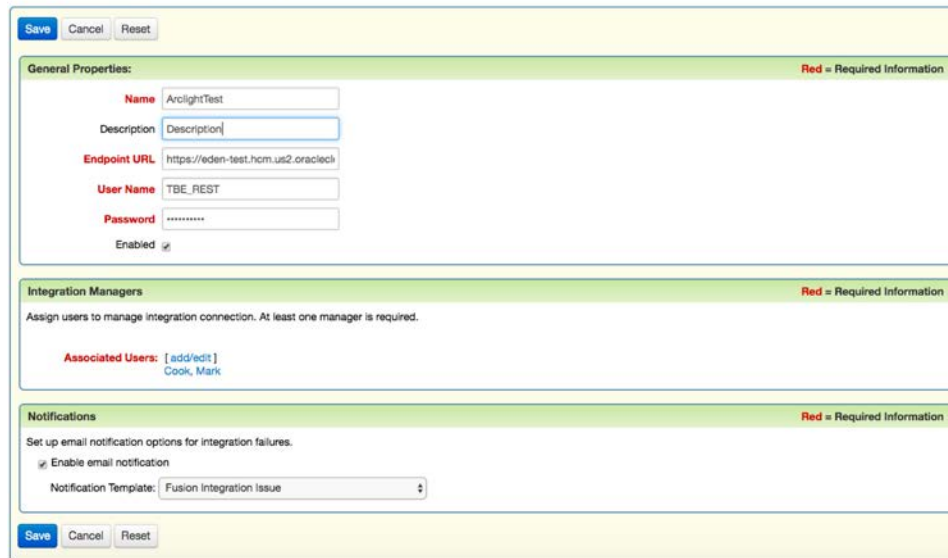
☐ Select one or more TBE Users as managers of the integration. These users will be the one to receive the emails when issues are encountered if Email Notifications are turned on.

☐ Optionally enable 'Email Notifications' and choose the Email Template created in previous steps.

Fusion Integration: Connection Setup

Use this following wizard to configure the integration connection to Oracle Fusion

Before starting the Connection wizard, You should:
1. Determine the Endpoint URL for the Fusion environment you are integrating with.
2. Determine the Fusion username and password for the Fusion user the Integration connection will use.
3. Determine the Oracle TBE user(s) will be designated as the manager for this integration connection.

| Save | Cancel | Reset |

General Properties: **Red = Required Information**

Name	ArclightTest
Description	Description
Endpoint URL	https://eden-test.hcm.us2.oraclecl
User Name	TBE_REST
Password	··········
Enabled	✓

Integration Managers   **Red = Required Information**

Assign users to manage integration connection. At least one manager is required.

Associated Users: [add/edit]
Cook, Mark

Notifications   **Red = Required Information**

Set up email notification options for integration failures.

✓ Enable email notification

Notification Template: Fusion Integration Issue   ⇕

| Save | Cancel | Reset |

o   Set the Enabled check box and Save.

When saved as Enabled, the system will connect to the Fusion Environment with the information provided to validate the information. If the information, Endpoint URL, Username and Password are correct the integration connection will be saved and enabled. Any TBE Candidate/TBE Employee saved in the triggering status from this point forward will result in an attempt to create a Fusion Employee in the Fusion Environment.

If the information is not correct, **or** the Fusion REST APIs are not enabled (Step 1), the integration connection will not be saved and an error message will be displayed (see below). The information can be corrected and saving retried or the connection can be saved without the Enabled checkbox checked and corrected later.

Error: Invalid Data. Review all error messages below to correct your data.

Save Cancel Reset

General Properties: Red = Required Information

Name ArclightTest

Description

Endpoint URL https://eden-test.hcm.us2.oraclecloud.
Connection to Fusion could not be validated for the Endpoint URL, Username and password provided. Please try again or save the connection as not enabled.

User Name TBE_REST2

Password •••••••••

Enabled ☑

Integration Managers Red = Required Information

Assign users to manage integration connection. At least one manager is required.

Associated Users: [add/edit]
Cook, Mark

Notifications Red = Required Information

Set up email notification options for integration failures.

☑ Enable email notification

Notification Template: Fusion Integration Issue ⬍

Save Cancel Reset

FIELD MAPPING TBE CANDIDATE/TBE EMPLOYEE TO FUSION EMPLOYEE

This section outlines the default mappings – from TBE Candidates and TBE Employees. The current mapping for any environment where the integration is enabled should be checked in the TBE application in the Fusion Integration Mapping screen under Administration→→Customize Recruit OR Administration→→Customize Onboard.

Mapping for TBE Candidates to Fusion Employees

Below is the default mapping for TBE Candidates to Fusion Employees with the options to customize the mapping. The second table describes the Fusion fields that can be added to the Fusion Employee and Fusion Employee Assignment mappings.

Field		
Last Name	**Candidate Last Name**	Required.
Legal Entity	**Requisition Fusion Legal Entity**	Required.
Hire Date	Candidate Hire Date	Can be excluded/included.
First Name	Candidate First Name	Can be excluded/included.
Middle Name	Candidate Middle Initial	Can be excluded/included.
Name Suffix	Candidate Name Suffix	Can be excluded/included.
Display Name	Candidate Full Name	Can be excluded/included.
Home Phone Number	Candidate Phone	Can be excluded/included.
Address Line 1	Candidate Address	Can be excluded/included.
Address Line 2	Candidate Address2	Can be excluded/included.
City	Candidate City	Can be excluded/included.
Region	Candidate County	Can be excluded/included.
Region2	Candidate State	Can be excluded/included.
Country	Candidate Country	Can be excluded/included.
Postal Code	Candidate ZipCode	Can be excluded/included.
Date Of Birth	Candidate Birthdate	Can be excluded/included.
Ethnicity	Candidate Race	Can be excluded/included.
Gender	Candidate Gender	Can be excluded/included.
Marital Status	Candidate Marital Status	Can be excluded/included.
National ID	Candidate ssn	Can be excluded/included.
National ID Country	Candidate Country	Can be excluded/included.
Religion	Candidate Religion	Can be excluded/included.
Passport Number	Candidate Passport Number	Can be excluded/included.
License Number	Candidate License Number	Can be excluded/included.
Military Vet Status	Candidate Veteran	**DO NOT ENABLE. NOT CURRENTLY SUPPORTED.**
Fusion Employee Assignment Field		
Business Unit	**Requisition Fusion Business Unit**	Required.
Assignment Name	Requisition Title	Can be excluded/included. Other options: - Requisition Custom Text Fields - Offer Custom Text Fields
Location	Requisition Fusion Location	Can be excluded/included. Other options: Offer Fusion Location

Job	Requisition --- Fusion Job	Can be excluded/included. Other options: Offer Fusion Job
Grade	Requisition Fusion Grade	Can be excluded/included. Other options: Offer Fusion Grade
Department	Requisition Fusion Department	Can be excluded/included. Other options: Offer Fusion Department
Salary Basis	Requisition Fusion Salary Basis	Can be excluded/included. Other options: Offer Fusion Salary Basis
Salary Amount	Offer Salary Amount	Can be excluded/included. Other options: None

Additional Fusion Employee and Fusion Employee Assignment fields that can be added to the TBE Candidate to Fusion Employee mapping.

Previous Last Name	Any Candidate Custom Text Field.
Preferred Name	Any Candidate Custom Text Field.
Honors	Any Candidate Custom Text Field.
Salutation	Any Candidate Custom Pick-List Field. Note: Candidate Salutation field cannot be used field types do not match between TBE and Fusion.
Correspondence Language	Any Candidate Custom Pick-List Field.
Work Phone Extension	Any Candidate Custom Integer Field.
Work Fax Country Code	Any Candidate Custom Integer Field.
Work Fax Area Code	Any Candidate Custom Integer Field.
Work Fax Number	Any Candidate Custom Integer Field.
Work Fax Extension	Any Candidate Custom Integer Field.
Work Mobile Phone Country Code	Any Candidate Custom Integer Field.
Work Mobile Phone Area Code	Any Candidate Custom Integer Field.
Work Mobile Phone Number	Any Candidate Custom Integer Field.
Work Mobile Phone Extension	Any Candidate Custom Integer Field.
Home Phone Extension	Any Candidate Custom Integer Field.
Home Fax Extension	Any Candidate Custom Integer Field.
Address Line 3	Any Candidate Custom Text Field.
Termination Date	Any Candidate Custom Date Field.
National Id Expiration Date	Any Candidate Custom Date Field.
Effective Start Date	Any Candidate Custom Date Field.
Passport Issue Date	Any Candidate Custom Date Field.
Passport Expiration Date	Any Candidate Custom Date Field.
Fusion Employee Assignment Field	
Person Type	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Position	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Action Code	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Action Reason Code	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Assignment Status	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields

Work Tax Address Id	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Effective Start Date	Any Candidate Custom Date and Offer Custom Date Fields
Effective End Date	Any Candidate Custom Date and Offer Custom Date Fields
Terms Effective Start Date	Any Candidate Custom Date and Offer Custom Date Fields
Manager Type	DO NOT USE. NOT CURRENTLY SUPPORTED.
Assignment Number	Any Requisition Custom Text and Offer Custom Text Fields
Period Of Service	Any Requisition Custom Integer and Offer Custom Integer Fields
Primary Assignment Flag	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Probation Period End Date	Any Candidate Custom Date and Offer Custom Date Fields
Probation Period Length	Any Requisition Custom Integer and Offer Custom Integer Fields
Probation Period Unit Of Measure	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Assignment Projected End Date	Any Requisition Custom Date and Offer Custom Date Fields
Primary Work Relation Flag	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Primary Work Terms Flag	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields

Mapping for TBE Employees to Fusion Employees

Below is the default mapping for TBE Employees to Fusion Employees with the options to customize the mapping. The second table describes the Fusion fields that can be added to the Fusion Employee and Fusion Employee Assignment mappings.

Field		
Last Name	Employee Last Name	Required.
Legal Entity	Requisition Fusion Legal Entity	Required.
Hire Date	Employee Hire Date	Can be excluded/included.
First Name	Employee First Name	Can be excluded/included.
Middle Name	Employee Middle Initial	Can be excluded/included.
Name Suffix	Employee Name Suffix	Can be excluded/included.
Display Name	Employee Full Name	Can be excluded/included.
Home Phone Number	Employee Phone	Can be excluded/included.
Address Line 1	Employee Address	Can be excluded/included.
Address Line 2	Employee Address2	Can be excluded/included.
City	Employee City	Can be excluded/included.
Region	Employee County	Can be excluded/included.
Region2	Employee State	Can be excluded/included.
Country	Employee Country	Can be excluded/included.
Postal Code	Employee Zip Code	Can be excluded/included.
Date Of Birth	Employee Birthdate	Can be excluded/included.
Ethnicity	Employee Race	Can be excluded/included.
Gender	Employee Gender	Can be excluded/included.
Marital Status	Employee Marital Status	Can be excluded/included.
National ID	Employee ssn	Can be excluded/included. **Note:** Only include if all emloyees are US based Employees.
National ID Country	Employee Country	Can be excluded/included. **Note:** Only include if all emloyees are US based Employees.
Religion	Employee Religion	Can be excluded/included.
Passport Number	Employee Passport Number	Can be excluded/included.
License Number	Employee License Number	Can be excluded/included.
Military Vet Status	Employee Veteran	**DO NOT ENABLE. NOT CURRENTLY SUPPORTED.**
Fusion Employee Assignment Field		
Business Unit	Requisition Fusion Business Unit	Required.
Assignment Name	Requisition Title	Can be excluded/included. Other options: • Employee Custom Text Fields • Requisition Custom Text Fields • Offer Custom Text Fields
Location	Requisition Fusion Location	Can be excluded/included. Other options: □ Offer Fusion Location □ Employee Fusion Location

Job	Requisition ⋯ Fusion Job	Can be excluded/included.
		Other options:
		    ☐ Offer Fusion Job
		    ☐ Employee Fusion Job

Grade	Requisition Fusion Grade	Can be excluded/included.
		Other options:
		    ☐ Offer Fusion Grade
		    ☐ Employee Fusion Grade

Department	Requisition Fusion Department	Can be excluded/included.
		Other options:
		    ☐ Offer Fusion Department
		    ☐ Employee Fusion Department

Salary Basis	Requisition Fusion Salary Basis	Can be excluded/included.
		Other options:
		    ☐ Offer Fusion Salary Basis
		    ☐ Employee Fusion Salary Basis
		Note: If Salary Basis in included, Salary Amount must also be included.

Salary Amount	Offer Salary Amount	Can be excluded/included.
		Other options:
		    ☐ Offer Salary
		    ☐ Employee Salary
		Note: If Salary Amount in included, Salary Basis must also be included.

Additional Fusion Employee and Fusion Employee Assignment fields that can be added to the TBE Candidate to Fusion Employee mapping.

Previous Last Name	Any Employee Custom Text Field.
Preferred Name	Any Employee Custom Text Field.
Honors	Any Employee Custom Text Field.
Salutation	Any Employee Custom Pick-List Field. Note: Employee Salutation field cannot be used field types do not match between TBE and Fusion.
Correspondence Language	Any Employee Custom Pick-List Field.
Work Phone Extension	Any Employee Custom Integer Field.
Work Fax Country Code	Any Employee Custom Integer Field.
Work Fax Area Code	Any Employee Custom Integer Field.
Work Fax Number	Any Employee Custom Integer Field.
Work Fax Extension	Any Employee Custom Integer Field.
Work Mobile Phone Country Code	Any Employee Custom Integer Field.
Work Mobile Phone Area Code	Any Employee Custom Integer Field.
Work Mobile Phone Number	Any Employee Custom Integer Field.
Work Mobile Phone Extension	Any Employee Custom Integer Field.
Home Phone Extension	Any Employee Custom Integer Field.
Home Fax Extension	Any Employee Custom Integer Field.
Address Line 3	Any Employee Custom Text Field.
Termination Date	Any Employee Custom Date Field.
National Id Expiration Date	Any Employee Custom Date Field.
Effective Start Date	Any Employee Custom Date Field.
Passport Issue Date	Any Employee Custom Date Field.
Passport Expiration Date	Any Employee Custom Date Field.
Fusion Employee Assignment Field	
Person Type	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Position	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Action Code	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Action Reason Code	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Assignment Status	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields

Work Tax Address Id	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Effective Start Date	Any Employee Custom Date and Offer Custom Date Fields
Effective End Date	Any Employee Custom Date and Offer Custom Date Fields
Terms Effective Start Date	Any Employee Custom Date and Offer Custom Date Fields
Manager Type	DO NOT USE. NOT CURRENTLY SUPPORTED.
Assignment Number	Any Requisition Custom Text and Offer Custom Text Fields
Period Of Service	Any Requisition Custom Integer and Offer Custom Integer Fields
Primary Assignment Flag	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Probation Period End Date	Any Employee Custom Date and Offer Custom Date Fields
Probation Period Length	Any Requisition Custom Integer and Offer Custom Integer Fields
Probation Period Unit Of Measure	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Assignment Projected End Date	Any Requisition Custom Date and Offer Custom Date Fields
Primary Work Relation Flag	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields
Primary Work Terms Flag	Any Requisition Custom Pick-list and Offer Custom Pick-list Fields

FAILURE REASONS & TROUBLESHOOTING

General Troubleshooting Tips

Below are some general troubleshooting tips based on some of the more frequently observed issues while implementing and operating this integratio**n.**

Were the implementation steps executed in sequence and completely before the integration was enabled (Final step)?

The most common issue that has occurred with this integration is that the Integration is Enabled (Final step in implementation steps) and testing commences. The users experience errors being reported back from Fusion for issue after issue. Often the picklists included in the mapping have not been configured per the instructions.

The steps in the Implementation Guide section of this document are meant to be executed in sequence. Neglecting to take the time to go through each of the steps fully will result in errors when testing begins.

Confirm Legal Entity value being provided is Organization ID of the Legal Entity.

The Legal Entity that the new Employee is being hired into in Fusion is a required field. The Legal Entity may also determine which of the other values may or may not be valid. Fusion HCM is expecting that this field is populated with the OrganizationID of the Legal Entity; **not** the Legal Entity ID. The integration code(s) set up in the Fusion Legal Entity field in TBE should be set up with the OrganizationID(s) of the Legal Entity.

Compare to an existing Fusion HCM Employee

A useful troubleshooting tool that can be used is to perform GET of similar Employee and Assignment with a REST Client from Fusion HCM. The response payload can be inspected for the values for the fields that are included in the mapping to see if they are similar/the same as those being sent. Note: For pick-list, the value being sent will be the integration code set up for the field in TBE. If no integration codes are set up, the display value is the value sent.

Compare to sample Fusion HCM Employee Payload

The sample Fusion Employee Payload provided in this guide (below) can be inspected for the values for the fields that are included in the mapping to see if they are similar/the same as those being sent. Note: For pick-list, the value being sent will be the integration code set up for the field in TBE. If no integration codes are set up, the display value is the value sent.

Are fields required by Fusion HCM included in the mapping?

To create a new Employee, with Assignment, in Fusion HCM there are three systematically required fields – Legal Entity, Last Name and Business Unit. However, individual customers may designate, by setting the rules in Fusion HCM, additional fields that are required to create a new Employee. These rules apply to Employees being created manually or via the integration (REST API). If any these fields are either excluded from the mapping or not populated the Employee creation will fail. Confirm that Step 8 of the Implementation Guide was accurately completed.

Confirm source set up in mapping in TBE where field can be sourced from different entities.

Several fields in the mapping can be sourced from different places within TBE. For example Salary can come from the Offer or the Employee or Fusion Job can come the from Offer or the Requisition. These fields may have the same display values and hence are not easily distinguishable in the mapping UI.

To confirm that the value for a field is being pulled from the expected entity in TBE in these cases. The display value of the field can be temporarily changed on the entity. The mapping can then be inspected to ensure the correct field is selected.

Has the mapping been extended or customized?

If fields have been added to extend the mapping. Ensure that the source field in TBE has been set up to provide values that Fusion HCM expects – particularly for pick-lists. Consult with Fusion HCM resource on what value needs to be sent. Additionally, if fields are added to the mapping, consult with Fusion HCM resources to determine if any business rules apply such as another field must also be sent to make a field valid.

If sourcing fields from the Offer, ensure that the Offer is accepted.

If the Fusion Mapping in TBE is set up to pull data elements from the Offer, the values will only be included in the payload if the Offer is accepted (in Accepted status).

Failure Reasons

Below are some of the failure reasons that may be logged in the History Log of the TBE Candidate/TBE Employee and its likely cause.

Reason Text	Description
Reason : Connection could not be established.	The Fusion server/API is not available or the username and/or password provided in the Fusion Connection configuration is no longer valid.
Reason : Candidate/Employee could not be submitted for Employee creation to Fusion HCM. Reason : You must enter a valid value for the LegalEntityId field.	The value of the Fusion Legal Entity selected for the Requisition the Candidate/Employee was hired for does not contain a valid integration value for the Fusion environment it is being sent to.
Reason : Candidate/Employee could not be submitted for Employee creation to Fusion HCM. Reason: Candidate Hired for Requisition that does not have either Fusion Legal Entity or Fusion Business Unit specified. Required information cannot be retrieved from Requisition.	The Candidate was hired for a Requisition in TBE that is either missing the required information of Fusion Legal Entity and/or Fusion Business Unit or one or both of these fields contain a value with an invalid ID to match the Fusion HCM environment.
Reason : Candidate/Employee could not be submitted for Employee creation to Fusion HCM. Reason: Employee Hired for Requisition ID is missing. Required information cannot be retrieved from Requisition.	The Employee record was not created from a Candidate that was hired for a requisition in TBE. The information about the requisition the Employee was hired for is required to successfully complete the process.
Reason : Candidate/Employee could not be submitted for Employee creation to Fusion HCM. Reason: The Vertex code is missing for the home or work address. Check that the geocode exists for this location.	Vertex address validation is enabled in your Fusion HCM environment for Employees. Addresses in the US may be validated for the correct combination of City, County, State and Zipcode. County must be provided.
Reason : Candidate/Employee could not be submitted for Employee creation to Fusion HCM. Reason : State, county, or city components of the address are missing. Verify the setup of the home and work address.	Address validation is enabled in your Fusion HCM environment for Employees. All address components must be mapped for inclusion and populated for the TBE Candidate/Employee record.

Reason : Candidate/Employee could not be submitted for Employee creation to Fusion HCM. Reason : You must provide a value for the attribute National ID Type. You must provide a value for the attribute Country. You must provide a value for the attribute National ID.	If National ID (SSN) and National ID Country are included in the mapping. Both values are required. Exclude these fields from the mapping or have SSN entered on Candidate/Employee in TBE.
Reason : Candidate/Employee could not be submitted for Employee creation to Fusion HCM. Reason : java.lang.NullPointerException Applying List binding LOV_BusinessUnitId with given set of values leads to no matching row for a row of type	The value of the field mentioned in the message is not a valid value for the Fusion HCM environment. Verify where the data is being sourced in the Fusion Integration Mapping and then check that the integration value set in the pick-list is valid for your Fusion HCM environment.
Reason : Could not create parent resource for the following nested resource: The postcode is not in the correct	For some countries (United Kingdom) the format of the Post Code may be validated in Fusion.

format.	
Reason : The e-mail ID is invalid. Could not create the parent resource for the following nested resource: assignments.	An Employee with the email address provided may already exists in your Fusion Employee Table.
Reason : PER-1530647The legislation code does not exist. Select a valid legislation code from the list of values.	County may be required for US Addresses.
Reason : You cannot create this employee because the national ID and the combination of last name, date of birth, and first character of first name must be unique.	Fusion Employee may already exist in Fusion HCM
Reason : You must provide a value for the attribute National ID Type. You must provide a value for the attribute Country. You must provide a value for the attribute National ID.	(1) If NationalID is included in the mapping, National ID Country must be included in the mappin. (2) These fields are currently only supported for Employees with US address.
Reason : Applying List binding LOV_<XXX>Id Examples: Reason : Applying List binding LOV_LocationId Reason : Applying List binding LOV_SalaryBasisId	(1) The value being provided for field XXX is not a valid ID (15 digit ID) for the field in HCM (2) Verify the values set up in the picklist. Refer to Step 5 of implementation above.
Reason <<blank>>	Possible causes to check: o The password for the Integration User has expired in HCM. o The Endpoint URL in the Fusion Integration Setup in TBE has been entered as "http" not "https"
Reason : For input string: "XXXXX" Cannot create an object of type:java.lang.Long from type:java.lang.String	The value in "XXXXX" being included in the mapping, for example Fusion Location, is expecting a 15 Digit ID not a String value. Verify the values set up in the picklist. Refer to Step 5 of implementation above.
Reason : Error occurred due to invalid attribute being passed in input payload. Attribute: "SalaryBasisId" Unable to start a nested resource because there is no current resource	If Salary Basis or Salary Amount are included in the mapping they must both be included and both be populated if being sent.
Reason : For input string: "XXXXXXXX" If the Employees Fusion Integration Status is currently Failed, use this link to try again:	Likely cause is a value set up in one of the Fusion Integration fields, example Fusion Department, is set up with an integration code "XXXXXX" that is not a valid Fusion ID format which is integer like 300000001483319

	The integration codes of the picklist values should be reviewed.
Reason: Unable to start a nested resource because there is no current resource. Nested resource name: assignments Error occurred due to invalid attribute being passed in input payload. Attribute: "SalaryAmount"	This error reason may be misleading. This has been observed when there are fields that are set up in FUSION HCM as required to create an Employee, beyond the systematically required fields. Please refer to Step 8 of the implementation guide above.
Reason : Unable to start a nested resource because there is no current resource. Nested resource name: assignments Error occurred due to invalid attribute being passed in input payload. Attribute: "AssignmentName"	Currently a misleading error message. Possible causes to check: - The value of Business Unit ID does not have a value populated in the Requisition Fusion Business Unit ID field. - SalaryAmount is mapped to come from the Offer, but there is no Accepted Offer for the Candidate the the Employee was created from. - The integration value set up for the Fusion Business Unit in TBE is the Fusion Legal Entity ID not the Organization ID of the Fusion Legal Entity.
Reason: Error occurred due to invalid attribute being passed in input payload. Attribute: "BusinessUnitId" Unable to start a nested resource because there is no current resource. Nested resource name: assignments	Possible causes: • A field marked as Required in Fusion for Emloyee creation is not being populated in TBE for inclusion in the payload. These fields should be made required in TBE also See Step 8). •

SAMPLE FUSION HCM EMPLOYEE PAYLOAD

This example Fusion HCM Employee payload can be used as a reference to see what types of data are accepted in the fields.

```json
{
  "Salutation" : "MS.",
  "LegalEntityId" : "300100003448002",
  "FirstName": "Miranda",
  "MiddleName": "Kyle",
  "LastName": "Rachell",
  "DisplayName" : "Miranda Kyle Rachell",
  "WorkPhoneCountryCode" : "1",
  "WorkPhoneAreaCode" : "1",
  "WorkPhoneNumber" : "781-993-0000",
  "WorkMobilePhoneCountryCode" : "1",
  "WorkMobilePhoneAreaCode" : "1",
  "WorkMobilePhoneNumber" : "581-993-0000",
  "HomeFaxCountryCode":"1",
  "HomeFaxAreaCode":"1",
  "HomeFaxNumber":"1111663",
  "HomePhoneCountryCode":"1",
  "HomePhoneAreaCode":"1",
  "HomePhoneNumber":"122993333",
  "NameSuffix":"Jr.",
  "NationalIdExpirationDate" : "4712-12-31",
  "WorkEmail" : "miranda.kyle@oracle.com",
  "AddressLine1" : "Oracle Corporation,
  "AddressLine2" : "500 Oracle Parkway",
  "AddressLine3" : null,
  "City" : "San Francisco",
  "Region" : "California",
  "Region2" : null,
  "Country" : "US",
```

```
"PostalCode": "94065",

"CitizenshipLegislationCode" : "US",

"PassportNumber" : "11557799",

"PassportIssueDate" : "2002-12-31",

"Religion" : "CHRISTIAN",

"LicenseNumber" : "9955500858",

"DateOfBirth": "1990-09-09",

"Ethnicity": "8",

"Gender" : "F",

"MaritalStatus" : "S",

"NationalIdCountry": "US",

"NationalId": "554-44-3025",

"NationalIdType": "SSN",

"UserName":"rachell",

"assignments" :

  [

  {

   "AssignmentName": "Rachell_Assignment_1",

   "BusinessUnitId" : "202",

   "JobId" : "18",

   "WorkerCategory" : "WC",

   "AssignmentCategory" : "FR",

   "WorkingAtHome" : "N",

   "WorkingAsManager" : "N",

   "SalaryCode" : "H",

   "WorkingHours" : "12",

   "Frequency" : "D",

   "SalaryAmount" : "100000",

   "SalaryBasisId" : "100010024999994",

   "ManagerAssignmentId" : "389",

   "ManagerId" : "383",

   "ActionCode" : "HIRE",
```

```
    "ActionReasonCode" : "NEWHIRE",

    "AssignmentStatus" : "ACTIVE",

    "WorkTaxAddressId" : "300100011952957",

    "ManagerType" : "LINE_MANAGER"

    }

    ]

}
```

DOCUMENT HISTORY

Date	Changed By	Comments	Version
01/20/2017	Mark Cook	Initial document.	17A1_V2
04/06/2017	Mark Cook	-- AddedsomeentriestotheFailureReasonsTable -- AddedguidanceonwhattheEndpointURLvalue mightbefor a give Fusion HCM environment. -- Added screenshot for Fusion Connection setup failure to save.	17A1_V3
05/01/2017	Mark Cook	-- Clarify that the Offer data, if sent, is from the last Accepted Offer. -- Clarify that the Requisition Data sent is from the Requisition last Hired for.	17A1_V4
06/16/2017	Mark Cook	-- Added additional implementation step to include following instructions for set up in Fusion for the REST APIs access and validating the set up.	17A1_V5
09/26/2017	Mark Cook	ₒ Added additional troubleshooting items: ₒExpired Password check ₒHttp vs Https in URL check ₒ Applying List binding LOV responses · Clarified logic for including Salary Amount and Salary Basis or neither in mapping. · Clarified NationalID and NationalID Country only supported for US Employees. · String being sent instead of 15 Digit ID	17A1_V6
11/3/17	Mark Cook	o Added additional trouble shooting entry for invalid ID values being set up in the Fusion Integration pick-list fields. o Added note to the Fusion Integration Fields set up (Step 5) to clarify the Fusion expects Integer fields for IDs. o Inserted Step to 'Validate Mapping' against Fusion configuration for required fields. o Clarified that in setting up the Fusion Legal Entity field in TBE that the integration code(s) need to be the OrganizationID(s) of the Legal Entity(s) not the LegalEntityID(s) o Clarify State Code integration values. o Added general troubleshooting suggestions to the Failure Reasons and Troubleshooting section. o Added sample Fusion HCM Employee payload to assist in troubleshooting.	17A1_V7
05/10/2018	Jose Cleary	o Added note in IMPLEMENTATION GUIDE regarding "as-is" integration o Revised IMPLEMENTATION GUIDE to re-order TBE partner verification (now Step 1) and Fusion REST API activation (now Step 2). Updated detailed explanations of each step accordingly.	18B