



**Human Capital Management
Image 41
Supplemental Accessibility
Information**

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Introduction

This document is intended to supplement the Image/Upgrade Overview Document and provide ctcLink users with a more detailed summary of the accessibility changes that will be made in the system as a result of the upcoming HCM image 41. Oracle releases multiple updates every year that often include improvements to PeopleSoft's accessibility. Below is an overview of the accessibility enhancements that you can expect to see as part of HCM image 39-41.

Accessibility

PeopleSoft for North America supports the display of Absence Request pages in accessibility mode in Employee Self-Service. By providing accessibility configured pages, it allows self-service users to access Absence Management information when they log on to the PeopleSoft system with screen reader mode enabled.

Accessibility Absence Management

Accessibility Absence Management / Request Absence fix applied with Image 41

Bug: 32382229 – Absence Management

Correction to the “Focus” change when the Absence Name changes and when the tabbing to the View Balances box near the bottom of the page.

Navigation

Employee Self Service > Time > Request Absence

Image: Request Absence (before image 41):

The screenshot shows the 'Request Absence' form in a web browser. The title bar at the top reads 'Request Absence' and includes navigation icons. A message at the top left states: 'Changing the Absence Name will clear the detailed information associated.' The form fields are as follows:

- *Absence Name: A dropdown menu with 'Select Absence Name' selected.
- *Start Date: A date field containing '06/28/2022' with a calendar icon.
- End Date: A date field with a calendar icon.
- Duration: A text field containing '8.00'.
- Comments: A large text area.

At the bottom of the form, there are two buttons: 'View Balances' and 'View Requests', both with right-pointing chevrons. A green 'Submit' button is located at the bottom right of the page.

Image: Request Absence (after image 41 is applied):

Changing the Absence Name will clear the detailed information associated.

*Absence Name

- Select Absence Name
- 890 NSL Non-Comp Sick Lv
- 890 Personal Holiday Take
- 890 Sick Leave Take
- 890 Vacation Leave
- CTC Bereavement Leave
- CTC Civil/Jury Duty
- CTC Furlough Take
- CTC Leave w/o Pay
- CTC Military Leave w/ Pay
- CTC Other Paid Leave Take
- Select Absence Name

Submit

Request Absence

Changing the Absence Name will clear the detailed information associated.

*Absence Name: 890 Sick Leave Take

Reason: Personal Illness/Injury

*Start Date: 06/28/2022

End Date:

Duration/Hours: 8.00 Hours

Partial Days: None

Comments:

Balance Information

As Of 04/30/2022 95.00 Hours**

View Balances

View Requests

Disclaimer

The current balance does not reflect absences that have not been processed.

Submit

Balances

890 Sick Leave SBCTC As Of 04/30/2022	95.00 Hours
890 Vacation Ent SBCTC As Of 04/30/2022	103.06 Hours

**Disclaimer: The current balance does not reflect absences that have not been processed.

Screen Viewer Text: Accessibility Results for Request Absence and Balances Update

main landmark: Homepage tiles region: Request Absence

link: Time

link: Request Absence

link: Cancel Absences

link: View Requests

link Absence Balances

link CTC Time out of region

button graphic Refresh

Request Absence

banner landmark button Back to page Time

main landmark

Absence Name combo box Select Absence Name collapsed required
space

expanded

list

Select Absence Name 11 of 11

890 Sick Leave Take 3 of 11

Absence Name combo box 890 Sick Leave Take collapsed required

Request Absence document blank

main landmark

Absence Name combo box 890 Sick Leave Take collapsed required

Reason combo box Select Absence Reason collapsed

Suspended Operations

Reason combo box Suspended Operations collapsed

Work Related Illness/Injury

Reason combo box Work Related Illness/Injury collapsed

Work related injury & FMLA

Reason combo box Work related injury & FMLA collapsed

space

expanded

list

Work related injury & FMLA 14 of 14

Work Related Illness/Injury 13 of 14

Suspended Operations 12 of 14

Select Absence Reason 11 of 14

PFML-Medical Leave 10 of 14

PFML-Family Leave 9 of 14

Personal Illness/Injury 8 of 14

Reason combo box Personal Illness/Injury collapsed

Reason combo box Personal Illness/Injury collapsed

Start Date edit required selected 07/11/2022

Calendar Start Date button

End Date edit blank

Calendar End Date button

DurationHours edit selected 8.00

Partial Days None button

Comments edit multi line blank

View Balances link

dialog

Request Absence Popup window frame

Balances document

Balances dialog

Close (Esc) graphic Close (Esc) button

Balances

button graphic Close (Esc)

list with 3 items 890 Personal Holiday SBCTC

As Of 04/30/2022 8.00 Hours

890 Sick Leave SBCTC

As Of 04/30/2022 1256.40 Hours

890 Vacation Ent SBCTC

As Of 04/30/2022 504.01 Hours

I

list with 3 items 890 Personal Holiday SBCTC

As Of 04/30/2022

8.00 Hours

890 Sick Leave SBCTC

As Of 04/30/2022

1256.40 Hours

890 Vacation Ent SBCTC

As Of 04/30/2022

504.01 Hours

out of list **Disclaimer The current balance does not reflect absences that have not been processed.



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Washington State Board for Community and Technical Colleges