HCM Company Property

Tracking Assets Assigned to an Employee

Sharon Schryver
HCM Systems HR/GL Application Manager
Sharon.Schryver@cu.edu

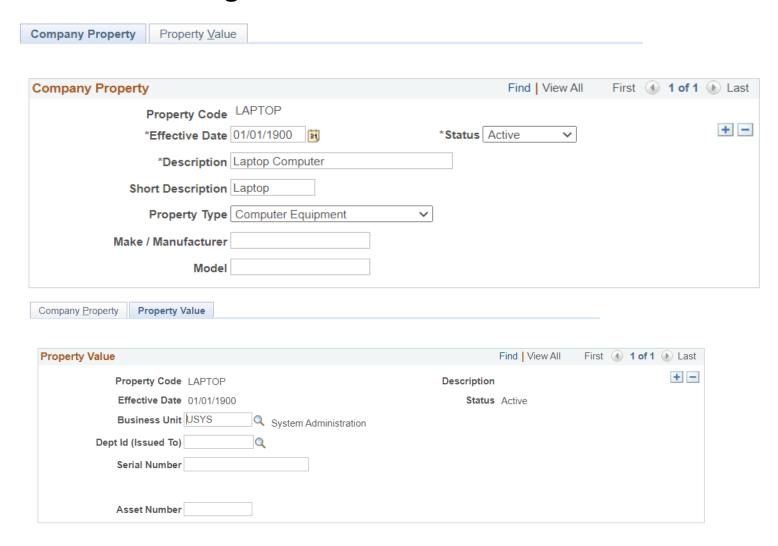


University of Colorado

Boulder | Colorado Springs | Denver | Anschutz Medical Campus

UNIVERSITY INFORMATION SERVICES

Delivered Configuration

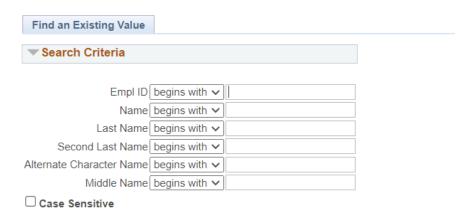




Delivered User Entry

Company Property

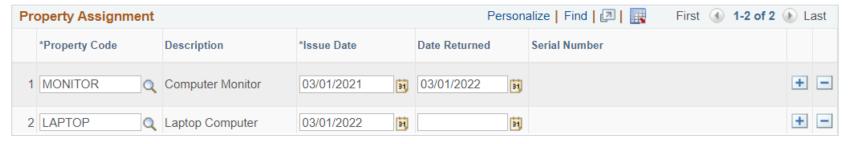
Enter any information you have and click Search. Leave fields blank for a list of all values.



Company Property

Sharon Schryver

Person ID 170400

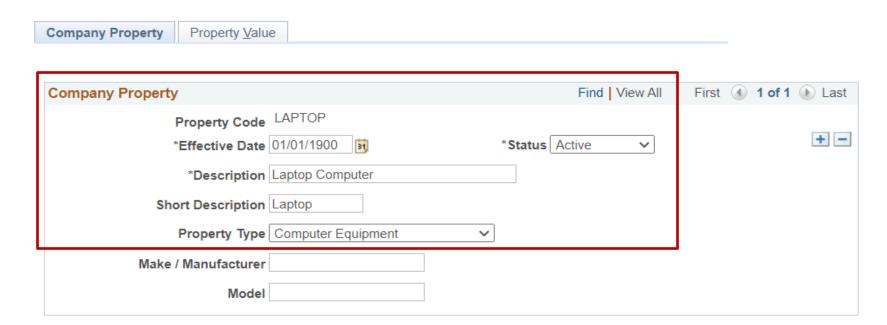




Suggested CU Configuration

Considerations

- Configuration is universal, not campus or department specific
- Configuration would occur at the system level





Suggested CU User Entry

To allow maximum flexibility, keep configuration general and add a comments field to the user entry page for tracking details

Property Assignment				Personalize Find 💷 🌉		First 1 of 1 Last
	Property Code	Description	Issue Date	Date Returned	Comments	
1						

Requirements for Implementation

- Customization Development
- Comprehensive list of Property Codes
- Security
 - User entry page is currently accessible to employees in the CU Campus HR and CU Student Employment roles
 - Identify role that would need access or create new role specific to the page
- Reporting
 - New report requests?
 - Example, report allowing departments to search active employees with company property

Dept ID	ID	Pay Status	HR Status	Prop Cd	Issue Date	Dt Returned
50119	250180	Active	Active	LAPTOP	03/08/2022	
50119	302011	Active	Active	LAPTOP	03/08/2022	

