



The next step...Portal for all

**The Implementation of a
Human Resources Portal**



Introduction

- The Portal is the online gateway to
 - Direct Access (Current Version)
 - Direct Access II (Upgraded version)
- What changes by using the Portal?
 - New homepage look
 - Ability to broadcast USCG related announcements
 - Simplified Navigation
 - Ability to add favorite links



Portal Homepage

- Next slide depicts initial Portal homepage components
 - System Announcements
 - Scheduled maintenance, etc...
 - Group Box
 - Organizing links
 - Common links
 - Personalized links (My Links)
 - Tailored Branding



A.

B.

E.

Welcome to the new United States Coast Guard Member Portal!

- Note that the SPEAR cycle begins November 1, 2010
- All reservists: the October SWE Cycle's eligibility date is July 1, 2010

If you encounter problems, please contact PPC Customer Care at 866.772.8724 or use the [online Trouble-Ticket Form](#)

Common Links

[Pay & Personnel Center Home](#) [Direct Access Worklist](#)

[Trouble Ticket Form](#)

Enterprise Menu

▷ Direct Access PeopleTools
▷ Direct Access Self Service
- [My Email Addresses](#)
- [Change My Password](#)

D.

C.

Employee

Profile

[Workflow User Preferences](#)

Tasks

[Languages](#)
[Memberships](#)
[Email Addresses](#)
[Emergency Contacts](#)
[Home and Mailing Address](#)
[Phone Numbers](#)
[Allotments](#)
[Direct Deposit](#)
[W-4 Tax Information](#)
14 More...

View

[View Paycheck](#)
[Test Results](#)
[Personal Information](#)
[Member Information](#)
[Member Info Additional](#)
[View My Worklist](#)
[My CGHRMS Orders](#)
[My Employee Reviews](#)
[Employee Review Summary](#)
12 More...

Applicant

View

[Endorse Member Resumes](#)
[Annual Screening Questionnaire](#)

Manager



G.

My Links

Select One:

Select One:
[Add to My Links](#)
[Edit My Links](#)
[- My CGHRMS Orders](#)
[- My Weight Info](#)
[- SWE PDE](#)
[- View Paycheck](#)
[Refresh My Links...](#)

H.

F.

Description of new features:

- A. Basic changes in the look and feel including the addition of USCG branding
- B. Welcome Announcement for all USCG members
- C. Group box for USCG Common Links including link to PPC Homepage and Direct Access Worklist
- D. Enterprise Menu (no change – basic menu navigation will remain the same)
- E. System Announcement that could provide forewarning of system outages or other urgent announcements
- F. Employee Self Service group boxes allow members to more easily navigate to self service links
- G. Group boxes can be minimized or expanded
- H. My Links will allow for a member to compile their favorite Direct Access links into one easy to access list



Current self-service-only user view after navigating to the Employee > Tasks folder:

PeopleSoft.

Home Worklist Help Sign Out

Home > Self Service > Employee > Tasks

- Applicant
 - Employee
 - Manager
 - Tasks
 - View
 - Profile

[Languages](#)
[Memberships](#)

[Email Addresses](#)
[Emergency Contacts](#)
[Home and Mailing Address](#)
[Phone Numbers](#)

[Allotments](#)
[Direct Deposit](#)
[W-2 View Online](#)
[W-2 Summary Page](#)
[W-4 Tax Information](#)
[State Tax Information](#)

[Create e-Resume](#)
[Review My Resume](#)
[Annual Screening Questionnaire](#)
[Schedule Drills](#)

[TDY Orders](#)
[Reserve Orders](#)
[All Duty](#)
[Thrift Savings Plan](#)

[Vacation/Leave Request](#)

[Diversity Update](#)
[Self Validation](#)



Portal self-service-only user view with no additional navigation after login:

System will be down from 12:00 AM EST to 6:00 AM EST on Sunday, May 30th.

United States Coast Guard
U.S. Department of Homeland Security

Home Add to My Links Sign out

My Links Select One: ▾

Personalize

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Or use online Trouble-Ticket Form:
<http://www.uscg.mil/ppc/ccb/#form>

USCG Common Links

[Pay & Personnel Center Home](#) [Direct Access Worklist](#)

Enterprise Menu

- ▶ PeopleSoft
- ▶ Direct Access Self Service
 - [My Email Addresses](#)
 - [Change My Password](#)

Employee

<p>Profile</p> <ul style="list-style-type: none">Workflow User Preferences	<p>Tasks</p> <ul style="list-style-type: none">LanguagesMembershipsEmail AddressesEmergency ContactsHome and Mailing AddressPhone NumbersAllotmentsDirect DepositW-4 Tax Information14 More...
<p>View</p> <ul style="list-style-type: none">View PaycheckTest ResultsPersonal InformationMember InformationMember Info AdditionalView My WorklistMy CGHRMS OrdersMy Employee ReviewsEmployee Review Summary12 More...	

Applicant

<p>View</p> <ul style="list-style-type: none">Endorse Member ResumesAnnual Screening Questionnaire	
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Manager

<p>View</p> <ul style="list-style-type: none">Endorse Member ResumesAnnual Screening Questionnaire	
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A typical Command user view after login:

System will be down from 12:00 AM EST to 6:00 AM EST on Sunday, May 30th.

United States Coast Guard
U.S. Department of Homeland Security

Home Add to My Links Sign out

My Links Select One: ▾

Welcome to the new United States Coast Guard Member Portal!

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Common Links

[Pay & Personnel Center Home](#) [Direct Access Worklist](#)

[Trouble Ticket Form](#)

Enterprise Menu

- Direct Access PeopleTools
- Develop Workforce
- Administer Workforce
- Compensate Employees
- Monitor Workplace
- Define Business Rules
- Direct Access Self Service
- Workforce Monitoring
- My Email Addresses
- Change My Password

Employee

Profile <ul style="list-style-type: none">Workflow User Preferences	Tasks <ul style="list-style-type: none">LanguagesMembershipsEmail AddressesEmergency ContactsHome and Mailing AddressPhone NumbersAllotmentsDirect DepositW-4 Tax Information14 More...
View <ul style="list-style-type: none">View PaycheckTest ResultsPersonal InformationMember InformationMember Info AdditionalView My WorklistMy CGHRMS OrdersMy Employee ReviewsEmployee Review Summary12 More...	

Self Service for Commands

Reports <ul style="list-style-type: none">Emergency Contact Info by DeptPDE By Dept Report	Use <ul style="list-style-type: none">Command InformationPositions at a DepartmentSeparation RequestsSWE PDE
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Applicant

Tasks <ul style="list-style-type: none">Schedule Multiple DrillsSchedule DrillsManage Reserve MemberReserve Orders	View <ul style="list-style-type: none">View My WorklistEndorse Member ResumesAnnual Screening QuestionnairePersonal InformationAll Duty
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Manager

Tasks <ul style="list-style-type: none">Schedule Multiple DrillsSchedule DrillsManage Reserve MemberReserve Orders	View <ul style="list-style-type: none">View My WorklistEndorse Member ResumesAnnual Screening QuestionnairePersonal InformationAll Duty
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The Benefits

- Simplified Navigation
- Transparent single point of entry into multiple systems
- Logical organization of links
- Personalized Workspace
- Informative communications
- Seamless transition for software updates