HCM INSTALLATION AND CONFIGURATION

Self-help Installation Guide for iOS Devices

OCTOBER 1, 2018

VIRTUSA

Version 1.0

1 Virtusa BYOD Program

The Virtusa BYOD (Bring Your Own Device) program allows all Virtusa employees to access corporate data and applications from Apple and Android mobile devices using Intune secure Mobile Device Management (MDM) platform.

The program is intended to provide access to Virtusa information whilst keeping your device secure without interfering with your personal information and settings. It also provides you the additional feature of wiping the device in situations where it is lost or stolen.

2 HCM App

The HCM app allows you to manage your career and competencies, absence/time-off, goals/MBO's, team/talent and compensation.
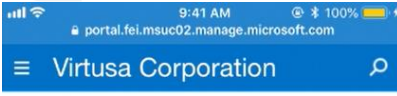
3 Prerequisites for Enrollment

- Devices should be enrolled on the Virtusa BYOD Program
- Minimum of 127 MB free space should be available in the device prior installation
- Configuration time will take around 8 - 10 minutes

4 HCM App Installation and Configuration

01 Open 'Comp Portal' on your device	02 Tap on 'View'	03 Search for the Oracle HCM app and tap on it
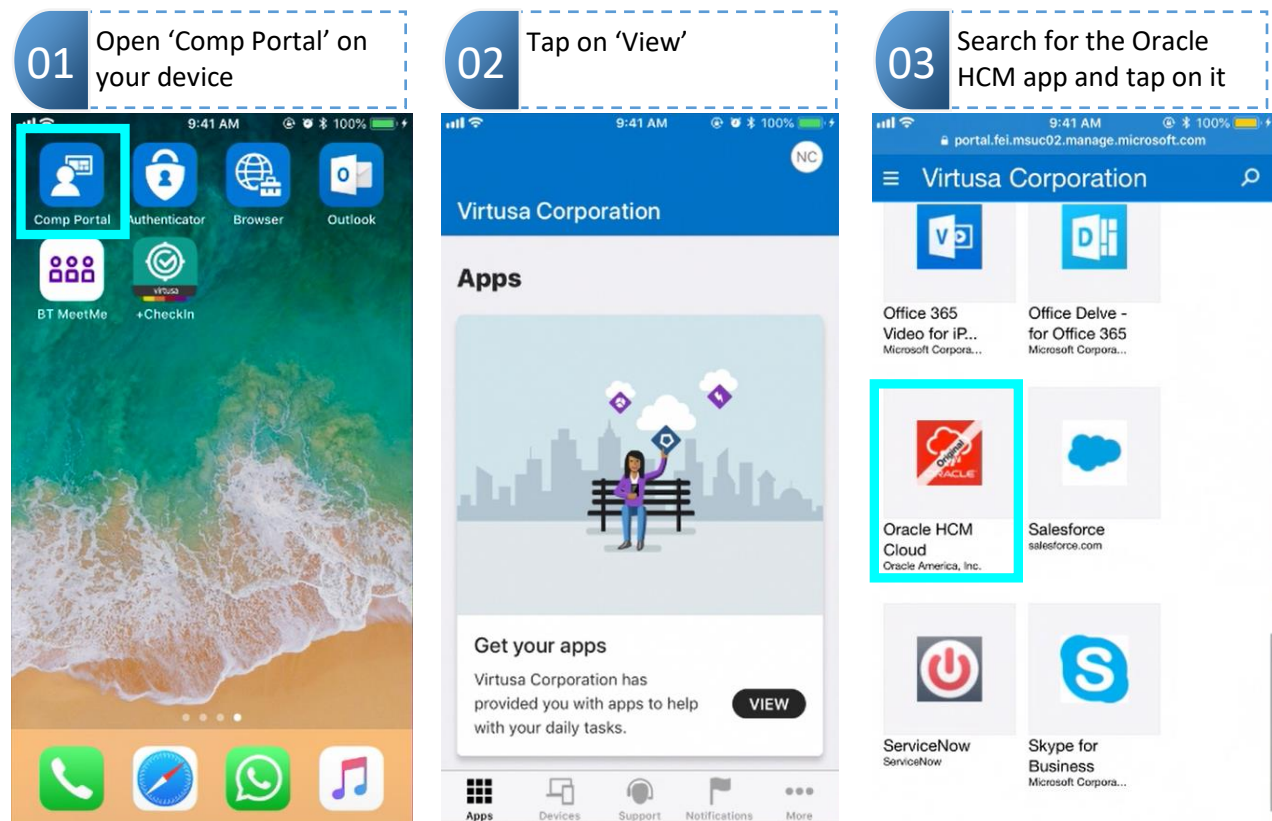
04 Tap on 'Install'
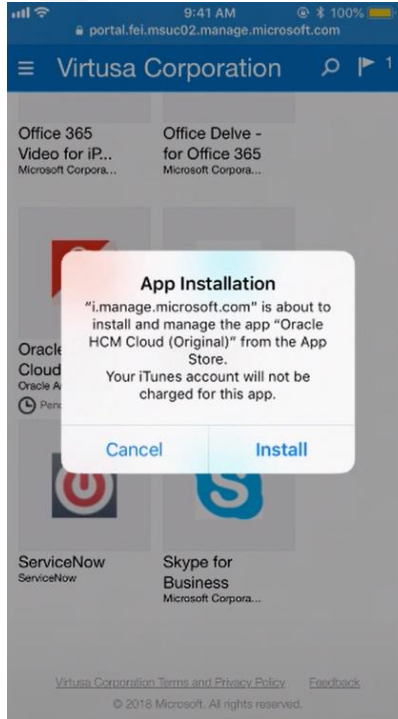

Oracle HCM Cloud
Oracle America, Inc.

Install

Apps will be installed onto: **iPhone**. Tap here if you are not currently using iPhone.

DO NOT INSTALL THIS APP....
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UNTIL YOU FOLLOW THE EXACT SEQUENCE BELOW:
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1. Tap on install

2. Confirm 'install' and wait for icon to appear on your device

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05 Tap on 'Install'

Office 365 Video for iP...
Microsoft Corpora...

Office Delve - for Office 365
Microsoft Corpora...

App Installation
"i.manage.microsoft.com" is about to install and manage the app "Oracle HCM Cloud (Original)" from the App Store.
Your iTunes account will not be charged for this app.

Cancel   Install

ServiceNow   Skype for Business
Microsoft Corpora...

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06 Wait for the icon to appear on your device

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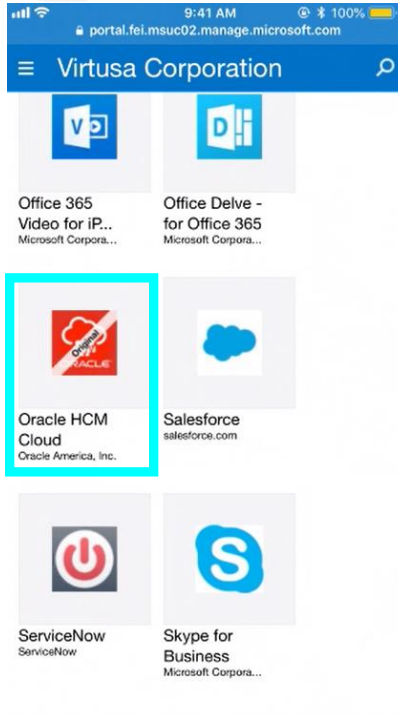
07 Open the 'Comp Portal' app after download

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08 Search for the Oracle HCM app and tap on it

Office 365 Video for iP...
Microsoft Corpora...

Office Delve - for Office 365
Microsoft Corpora...

Oracle HCM Cloud
Oracle America, Inc.

Salesforce
salesforce.com

ServiceNow

Skype for Business
Microsoft Corpora...

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09 Scroll down and tap on 'More Information'

1. Tap on install

2. Confirm 'install' and wait for icon to appear on your device
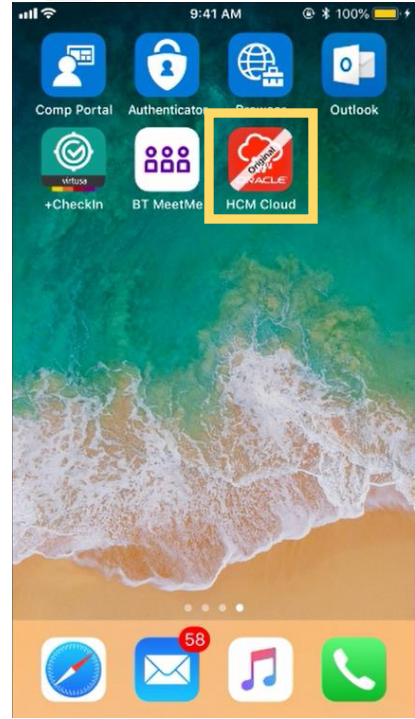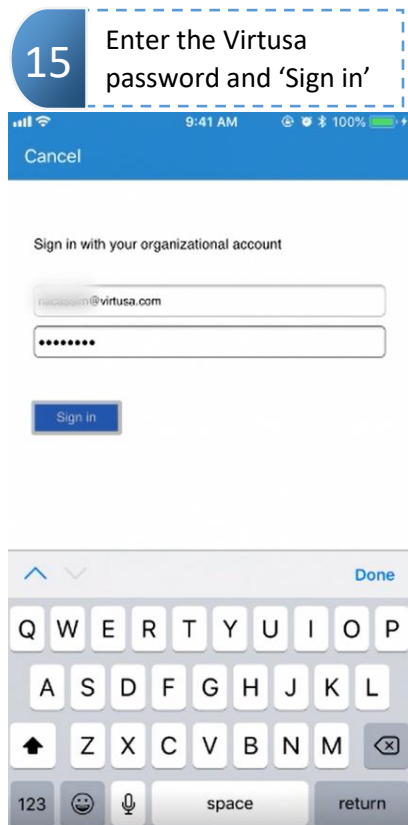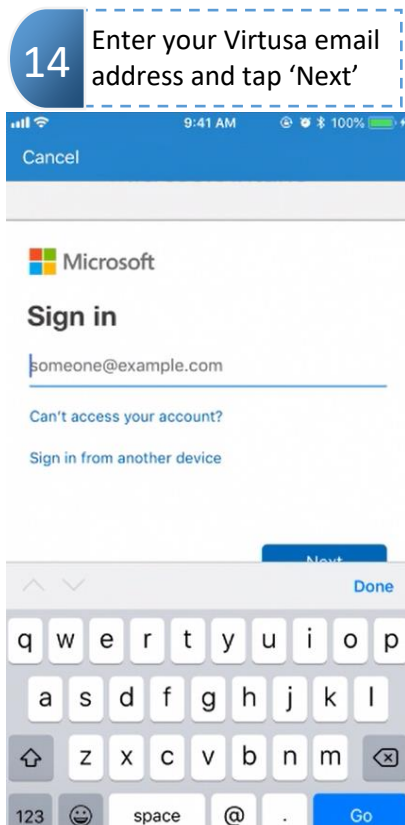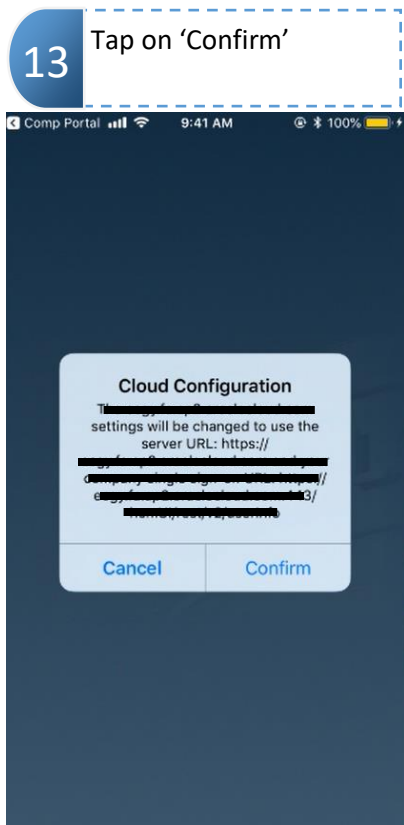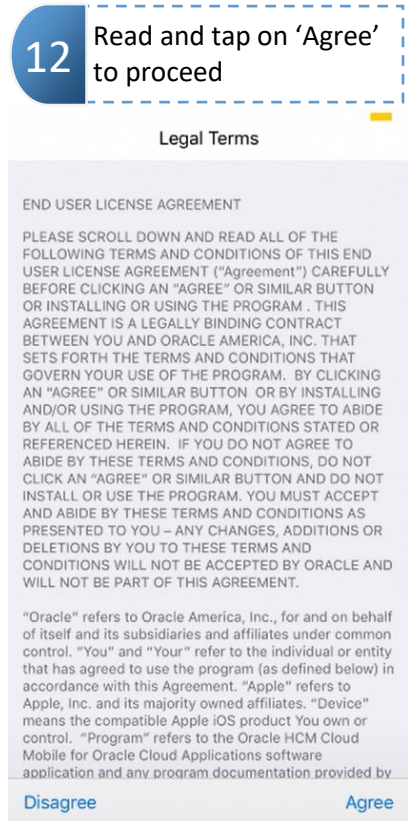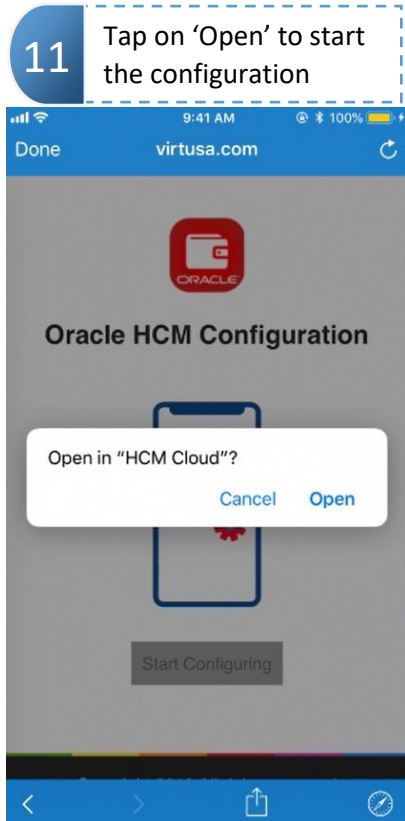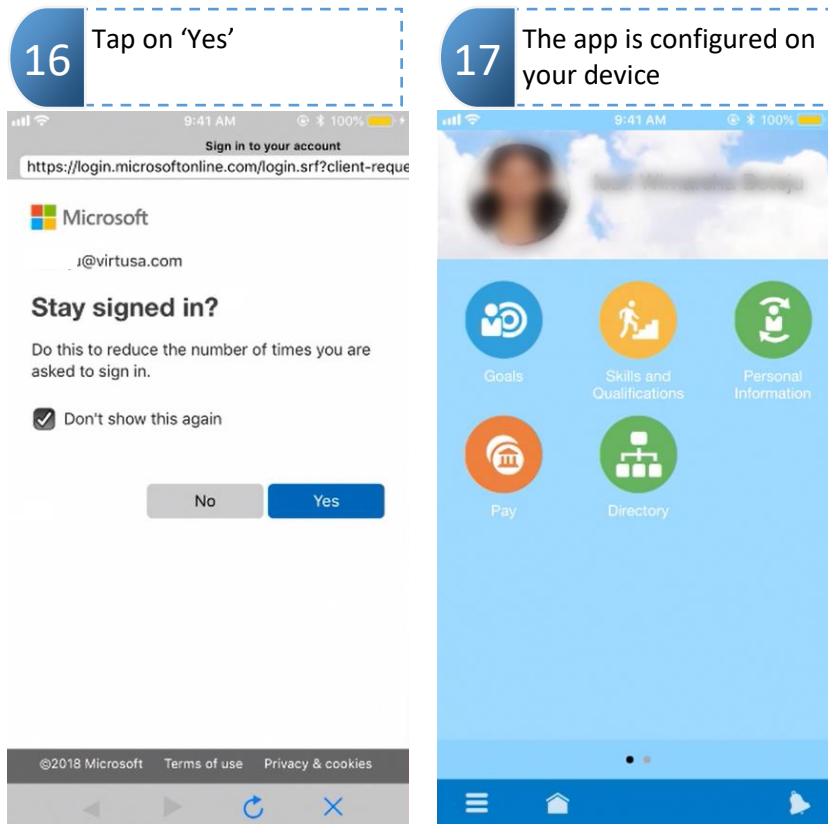
3. Go back to Comp Portal after installation and tap on HCM Cloud app

4. Scroll down, tap on 'More Information' and start the configuration

5. Tap 'Confirm' at 'Cloud config' pop-up

6. Enter Virtusa credentials
show less

App Version: 1
Date Published: 9/3/2018
Category: Productivity
Enrollment Required: Yes

More Information

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virtusa®
Accelerating Business Outcomes

10 Tap on 'Start Configuring'

11 Tap on 'Open' to start the configuration

12 Read and tap on 'Agree' to proceed

13 Tap on 'Confirm'

14 Enter your Virtusa email address and tap 'Next'

15 Enter the Virtusa password and 'Sign in'

16	Tap on 'Yes'

17	The app is configured on your device

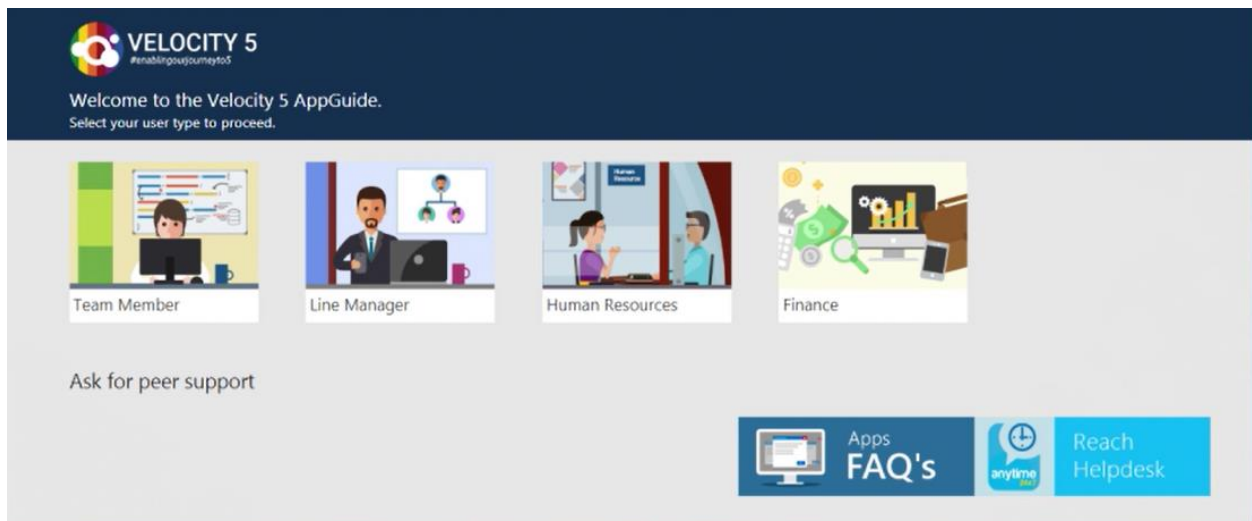# 5 Support

To learn how to use HCM, please refer the App Guide on V+.

For further assistance, please refer: Yammer PeerSupport