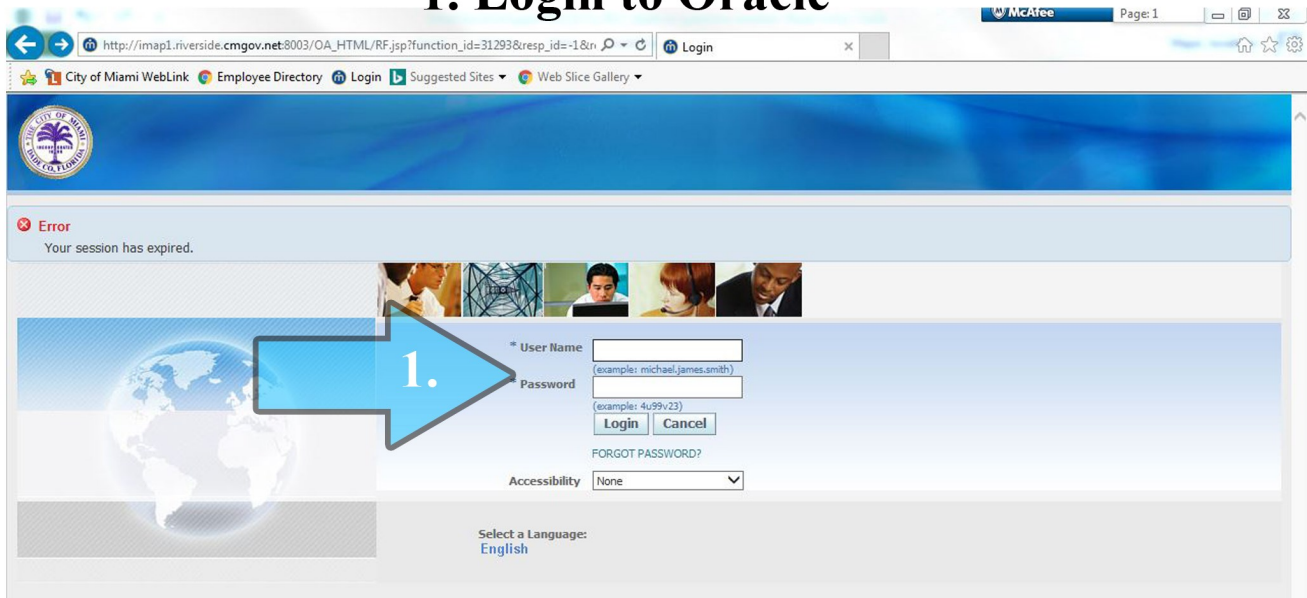


HR Liaisons

Departmental Training Search

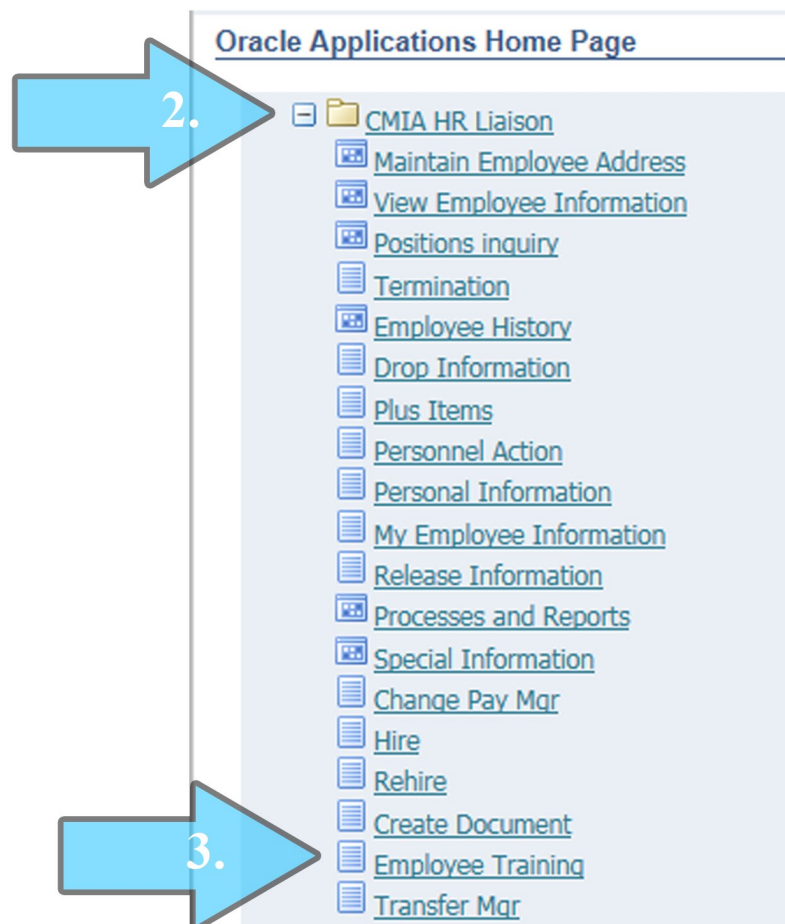
1. Login to Oracle



The screenshot shows a web browser window with the URL http://imap1.riverside.cmgov.net:8003/OA_HTML/RF.jsp?function_id=31293&resp_id=-1&n. The page features the City of Miami logo and a navigation bar with links like 'City of Miami WebLink', 'Employee Directory', 'Login', 'Suggested Sites', and 'Web Slice Gallery'. A red error message states 'Your session has expired.' Below this is a login form with fields for 'User Name' (example: michael.james.smith) and 'Password' (example: 4u99v23), a 'Login' button, a 'Cancel' button, a 'FORGOT PASSWORD?' link, and an 'Accessibility' dropdown menu set to 'None'. A 'Select a Language: English' link is at the bottom. A large blue arrow with the number '1.' points to the login form.

2. Expand “CMIA HR Liason”

3.Click “Employee Training”



The screenshot shows the 'Oracle Applications Home Page'. A folder icon labeled 'CMIA HR Liaison' is expanded, revealing a list of links: 'Maintain Employee Address', 'View Employee Information', 'Positions inquiry', 'Termination', 'Employee History', 'Drop Information', 'Plus Items', 'Personnel Action', 'Personal Information', 'My Employee Information', 'Release Information', 'Processes and Reports', 'Special Information', 'Change Pay Mgr', 'Hire', 'Rehire', 'Create Document', 'Employee Training', and 'Transfer Mgr'. A large blue arrow with the number '2.' points to the 'CMIA HR Liaison' folder, and another large blue arrow with the number '3.' points to the 'Employee Training' link.

4. Click the “Action icon” to view employee’s trainings (See circled area below)

**CMIA HR Liaison**

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Employee Training: People in Hierarchy



Focus	Name	Assignment Number	Job	Department	Action	Details
						
	Previous 11 - 20 of 39					
	Major, Jonathan	40242-3	1313.Human Resources Technician I.Classified	171000 - ER - Human Resources		
	Martinez, Ricardo	23584	8262.Ast Dir Human Resources.Unclassified, Executive	171000 - ER - Human Resources		
	Michel, Dylan	42925	9147.Office Aide, P/T.Part Time	171000 - ER - Human Resources		
	Monestine, Ahattallah	42924	9147.Office Aide, P/T.Part Time	171000 - ER - Human Resources		
	Novas, Sandra	26202	1320.Senior Human Resources Generalist.Classified	171000 - ER - Human Resources		
	Palmer, Pamela	26211-2	1320.Senior Human Resources Generalist.Classified	171000 - ER - Human Resources		
	Pascal, Berlanda	42193-2	9147.Office Aide, P/T.Part Time	171000 - ER - Human Resources		
	Perez, Teresita	28346	8024.Labor Relns Splt, Sr.Unclassified, Non-Executive	171000 - ER - Human Resources		
	Pritchard, Harry	42520	1318.Human Resources Generalist.Classified	171000 - ER - Human Resources		
	Reed, Chancellor	41032-2	9147.Office Aide, P/T.Part Time	171000 - ER - Human Resources		
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