

PeopleSoft V9.1



Personalizing Your Homepage

From the PAWS Employee Portal (<https://paws.augusta.edu>), select the "SoftServ" icon from the Quick Access bar.

I Would Like To:
Select

I Would Like To Use:
Select

People Finder

First Name Last Name

Search

JAGWIRE

Your source for university and health system news and information. Bookmark it today on your computer and mobile devices.

#getwired jagwire.augusta.edu

Upcoming Events

- Sep 12 Register for Junior Model U.N.
- Dec 12 Homecoming Court Applications
- Dec 12 Homecoming Pass the Paw Application
- Dec 12 Homecoming Ambassador Application
- Jan 02 New Year's Day - Employee Holiday - Campus Closed

View All

ITS Alerts

All Systems Online

What's New

View More

- Anti-racism activist Jane Elliot to speak at Tri-College MLK Celebration
- One more chance to catch the Wycliffe Gordon holiday special
- Health, fitness advice from 'Ultimate Guy' could help you with New Year's resolutions
- Reuters: New Cuba reform allows farmers to hire workers directly
- Visiting artist to create one-of-a-kind mural
- Bella named MCG associate dean for finance, administration
- Wycliffe Gordon Holiday Concert to air across Georgia on Christmas Eve

CLINICAL SYSTEMS DOWNTIME PROCEDURES

Joint Commission Survey Readiness Guides

Safety Intelligence

Concierge Service

706-721-9522

New Policies

AUGUSTA UNIVERSITY JAG CARD

Dining Options

Log in using your AU NetID and Password. This will be the same ID and Password that you use to log into Outlook.

ORACLE®

PEOPLESOFT ENTERPRISE

User ID:

Password:

Sign In

Select a Language:

[English](#)

[Dansk](#)

[Français](#)

[Italiano](#)

[Nederlands](#)

[Polski](#)

[Suomi](#)

[Čeština](#)

[한국어](#)

[ไทย](#)

[繁體中文](#)

[UK English](#)

[Español](#)

[Deutsch](#)

[Français du Canada](#)

[Magyar](#)

[Norsk](#)

[Português](#)

[Svenska](#)

[日本語](#)

[Русский](#)

[简体中文](#)

[العربية](#)



Top Menu Features Description

Our menu has changed!

The menu is now located across the top of the page. Click on **Main Menu** to get started.

Highlights

Recently Used pages now appear under the Favorites menu, located at the top left.



Breadcrumbs visually display your navigation path and give you access to the contents of subfolders.



Menu Search, located under the Main Menu, now supports type ahead which makes finding pages much faster.



Select the Content link located in the upper right hand corner of the page.

Home Page Designer

New Window ? Help http

Personalize Content: My Page

Tab Name x

Welcome Message

Choose Pagelets: Simply check the items that you want to appear on your homepage.
Remember to click "Save" when done.

Arrange Pagelets: Go to [Personalize Layout](#)

PeopleSoft Applications	Recruiting Solutions
<input type="checkbox"/> BI Publisher	<input type="checkbox"/> Recruiter Alerts
<input type="checkbox"/> Unified Navigation	<input type="checkbox"/> My Job Openings
<input type="checkbox"/> Menu	<input type="checkbox"/> Find Job Openings
<input type="checkbox"/> Menu - Classic	<input type="checkbox"/> My Applicants
<input checked="" type="checkbox"/> Top Menu Features Description	<input type="checkbox"/> Job Openings
<input checked="" type="checkbox"/> My Reports	<input type="checkbox"/> Quick Search
<input type="checkbox"/> Main Menu	

[Return to Home](#)

Check the box(es) of the items you would like to appear on your home page.

Select the "Save" button.



Your home page now includes the Content items selected.

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My Reports

Report	Folder
SCRTY_CLSUPD	General
	2016-12-30-08.21.5
SCRTY_SJTUPD	General
	2016-12-30-08.20.5
SCRTY_OPRCLS	General
	2016-12-30-08.19.2
SCRTY_SJTUPD	General
	2016-12-30-08.18.5
SCRTY_OPRCLS	General
	2016-12-30-08.14.3

[Report Manager](#)

To change the layout of your home page, select the "Layout" link located at the top right hand corner of the page.

The screenshot shows the Oracle web application interface. At the top, there is a navigation bar with links for Home, Worklist, MultiChannel Console, and Add to Favorites. Below this, there are links for Favorites and Main Menu. In the top right corner, there are links for Personalize Content and Layout. A window titled "Top Menu Features Description" is open on the left side of the page. This window contains the following text:

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- Breadcrumbs** visually display your navigation path and give you access to the contents of subfolders.
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Three small screenshots of the Oracle interface are shown to the right of the text, illustrating the new menu structure, breadcrumbs, and menu search.

At the bottom of the window, there is a "My Reports" section.

Home Page Designer

New Window ? Help http

Personalize Layout: My Page

Tab Name My Page

Basic Layout: 2 columns 3 columns



Click arrows to move pagelets up and down or into neighboring columns. Click "Delete Pagelet" to remove the selected pagelet from your portal home page. Remember to click "Save" when done.

Add Pagelets: Go to [Personalize Content](#)

= Required - fixed position pagelet
* = Required - moveable pagelet

Left Column:	Center Column:	Right Column:
Top Menu Features Description My Reports	--No Pagelets Selected--	--No Pagelets Selected--


 Delete Pagelet

Save [Return to Home](#)

Notify

You can select a basic layout of 2 or 3 columns by selecting the radio button above the layout.

You can move the contents that you selected previously into the column of your choice, in the order of your choice, by using the arrows to the right of the column boxes.

Select the "Save" button to save your layout.



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	2016-12-30-08.20.5
SCRTY_OPRCLS	General
	2016-12-30-08.19.2
SCRTY_SJTUPD	General
	2016-12-30-08.16.5
SCRTY_OPRCLS	General
	2016-12-30-08.14.3

[Report Manager](#)

Your Homepage has successfully been update.