



## Transition to New Recruiting & Training Systems

Good afternoon,

As we quickly approach final implementation of the new Oracle Recruiting Cloud (ORC) and Oracle Learning Cloud (OLC) systems, please see the following timeline reminders. ORC replaces Taleo Recruiting as UW's employee hiring system. OLC replaces the Employee LearnCenter as UW's primary learning management system for employee focused training.

We recommend you either note these important dates on your calendar or retain this email for continued reference.

**Our Go Live date for both systems is Monday, March 8, 2021**

**In order to ensure a smooth transition from Taleo Recruiting to ORC, there can be no processing of new hires or start dates where a requisition has not already been initiated during our Transition Week, which is March 1st through March 7th.**

### Key Dates for Campus Recruitment and system transition:

- **February 19:** Last day to create a new requisition in Taleo Recruiting
  - All requisitions must be fully approved and posted for applicants by March 3, 4:00 p.m. to be converted to ORC. Any drafted but not approved/posted requisitions will have to be re-created in ORC after go-live.
- **February 24:** Last day to initiate benefited offer in Taleo Recruiting
  - All offers must be fully approved and accepted by candidate by March 3, 4:00 p.m. to be converted to ORC.
- **February 26:** Last day to initiate non-benefited offer in Taleo Recruiting
  - All offers must be fully approved and accepted by candidate by March 3, 4:00 p.m. to be converted to ORC.
- **February 28:** End hiring manager access to Taleo Recruiting; last day for candidates to apply for jobs in Taleo Recruiting
- **March 1 - 7 (Transition Week)\*:** No employees may start during this week (March 7th is start of next pay period)
- **March 3, 4:00 p.m.:** HR will be unable to make any additional changes in Taleo Recruiting
- **March 3, 4:00 p.m.:** Last day for access and training completion in the Employee LearnCenter.
- **March 8:** ORC is live and all recruiting activities resume

\*If a candidate has not accepted an offer for a requisition created in Taleo Recruiting, the candidate may not start work until **after** an offer is successfully initiated in ORC. Contact your HR Employment/Staffing partner with any questions.

We invite all employees to get a first look at the two systems, be sure to attend this Thursday's Finance and HR Update session at 3:00 p.m. This presentation will be held via Zoom and employees can access the presentation by following this Zoom meeting link: <https://uwyo.zoom.us/j/4109873665>. Audio is available via computer or by phone at 669-900-6833, meeting ID 410 987 3665.

Best,

Human Resources