

PeopleSoft PeopleTools 8.59

Change Highlights

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Introduction

Overview

Florida PALM applied a PeopleSoft maintenance upgrade (via PeopleTools 8.59) which will be available in the system on March 13, 2023, including some updates to the user interface (UI) and process monitor page. PeopleTools is the background set of applications/tools that support PeopleSoft. We are providing a summary of changes and comparing what the system looked like before and after the update.

These upgrades include changes to the system Homepage as well as changes in the Process Monitor page. Upgrades were made for better functionality and an overall better user experience.

Document Scope

This document will provide an overview of the changes on the system Homepage, including:

1. Global Search Bar
2. Quick Access Bar
3. Homepage Selector
4. Homepage Numbering
5. NavBar and Menu

This document will also provide an overview of the new features on the Process Monitor page.

Homepage Updates

1. Global Search Bar

The Global Search Bar, previously appearing as a magnifying glass icon beside the Home icon, is now in the center of the bar.

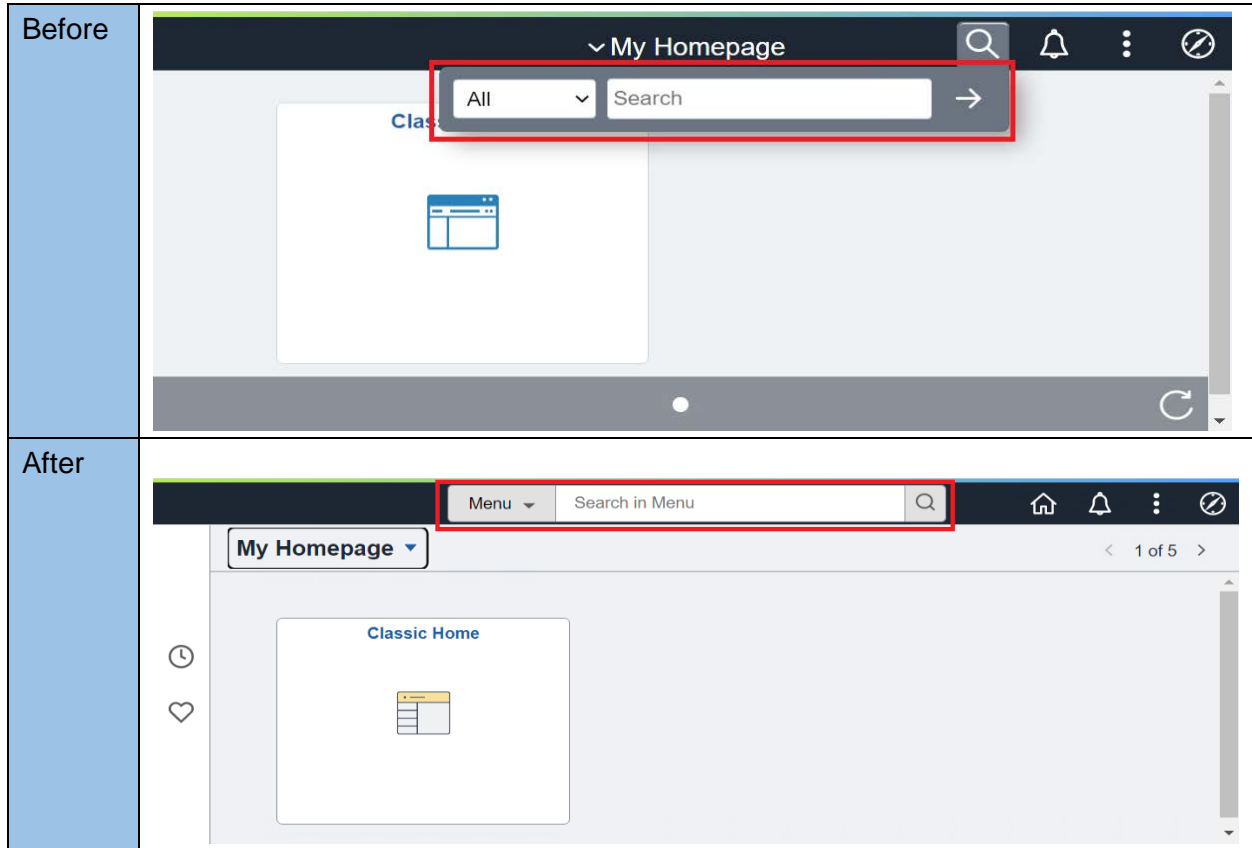


Figure 1: Global Search Bar

Clicking on the Menu dropdown, the search options expands but defaults to Menu. This option narrows the search as you type the Menu Item for which you are searching.



Figure 2: Search Menu

Clicking on each resulting bar will automatically take the user to the specified page.

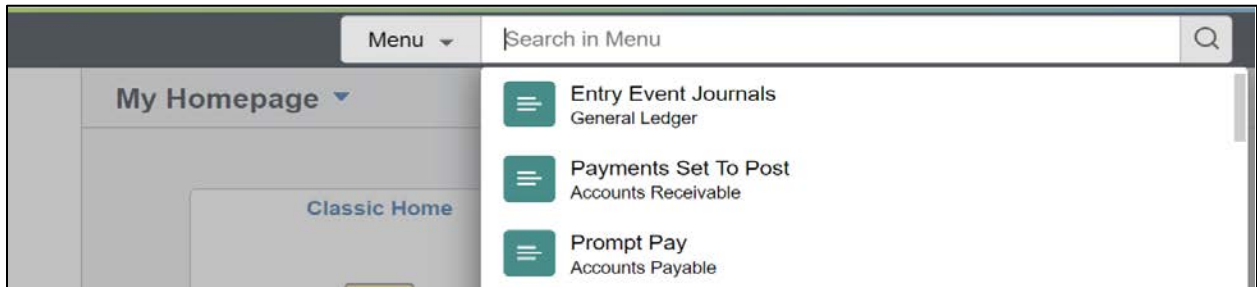


Figure 3: Search Results

You can search by the other content as well by clicking the 'All' option and then typing in the search bar.



Figure 4: Search All Content

Pressing Enter after inputting a value in the search bar will show the Search Results page.

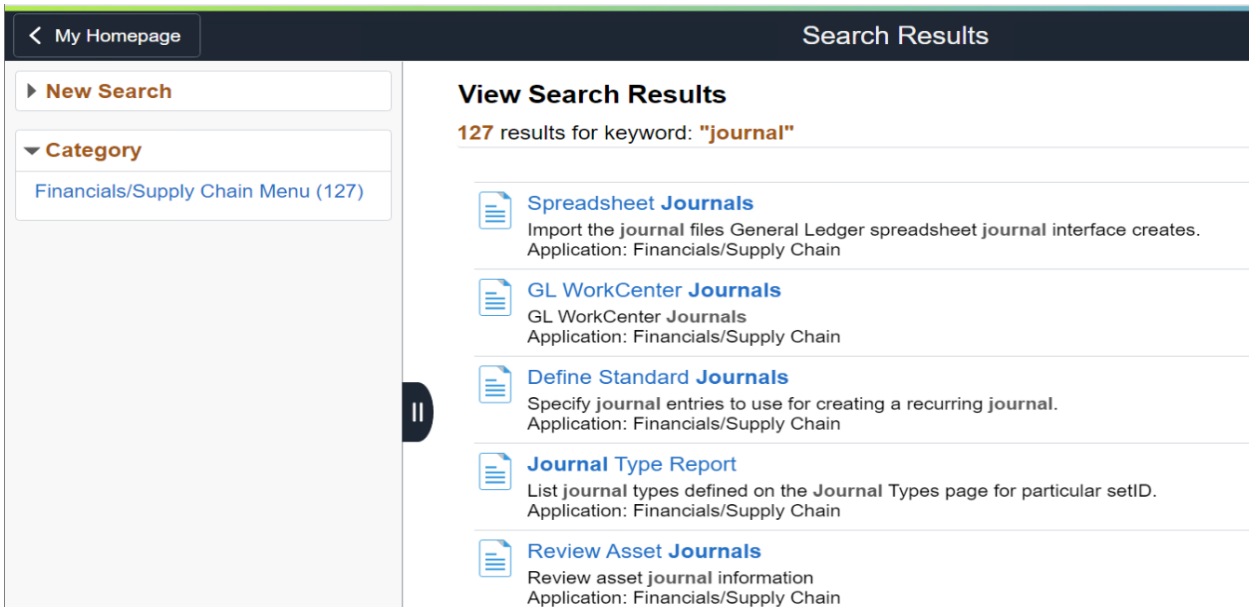


Figure 5: Search Result Page

2. Quick Access Bar

A new Quick Access Bar is now available on the left side of the screen.

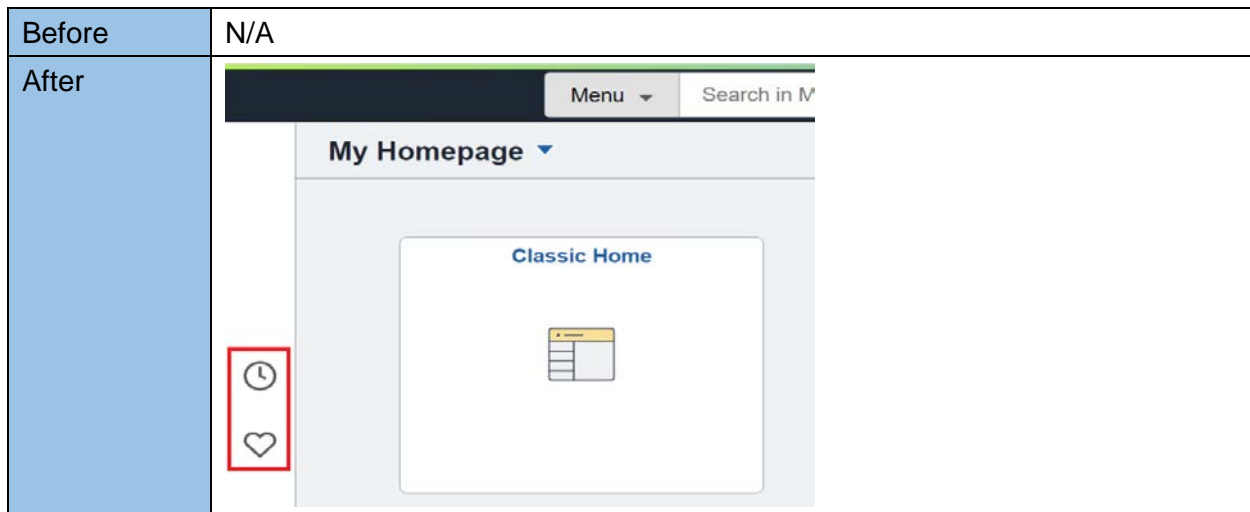


Figure 6: Quick Access Bar

There are two items in the Quick Access Bar. Favorites is denoted by a heart icon, and Most Recent is denoted by a clock icon.

Your Favorites can be edited by clicking on the Heart icon on the Quick Access Bar. You can reorder, rename, or remove favorites here or by using the Navigation bar (Please refer to page 19 of the [End User Manual](#)). Once saved, click on the Home icon to close the edit, and return to your Homepage.

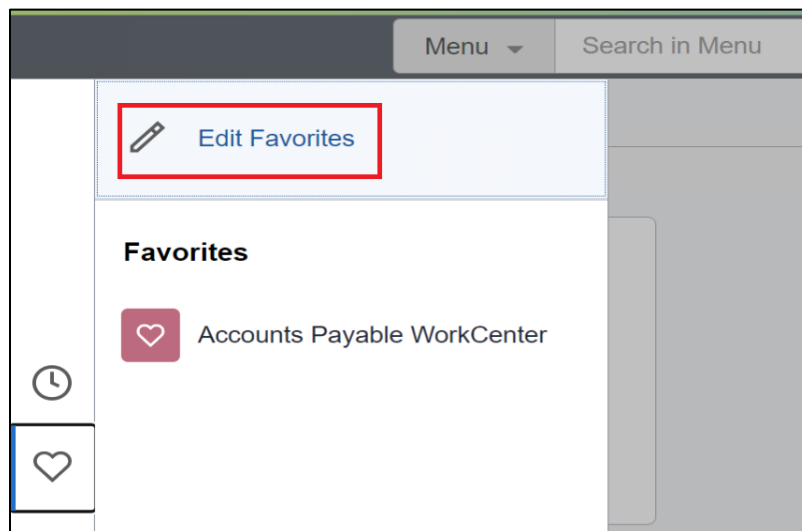


Figure 7: Edit Favorites

If the pixel width of the workstations display is 680 or greater, the Favorites icon will show up on the left side of the screen.

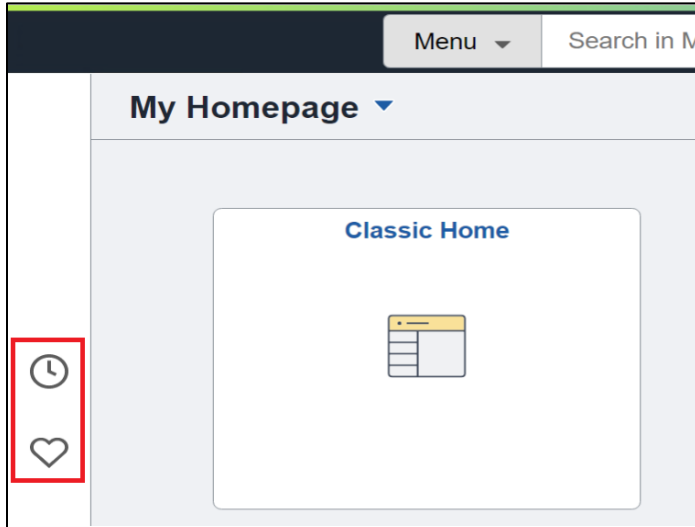


Figure 8: Location of the Quick Access Bar

Otherwise, it displays at the bottom of the screen.

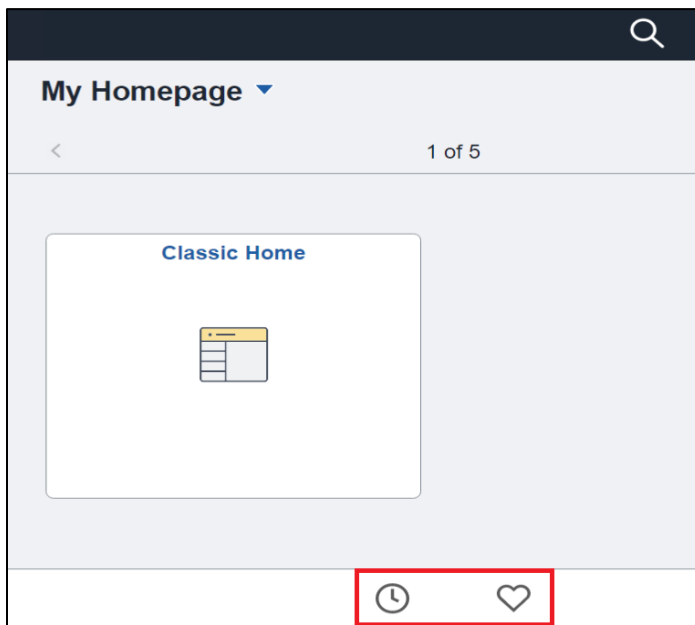


Figure 9: Location of Quick Access Bar (alternative)

3. Homepage Selector

The Homepage Selector did not have any functional changes. The item was only shifted to the left side of the screen from the center.

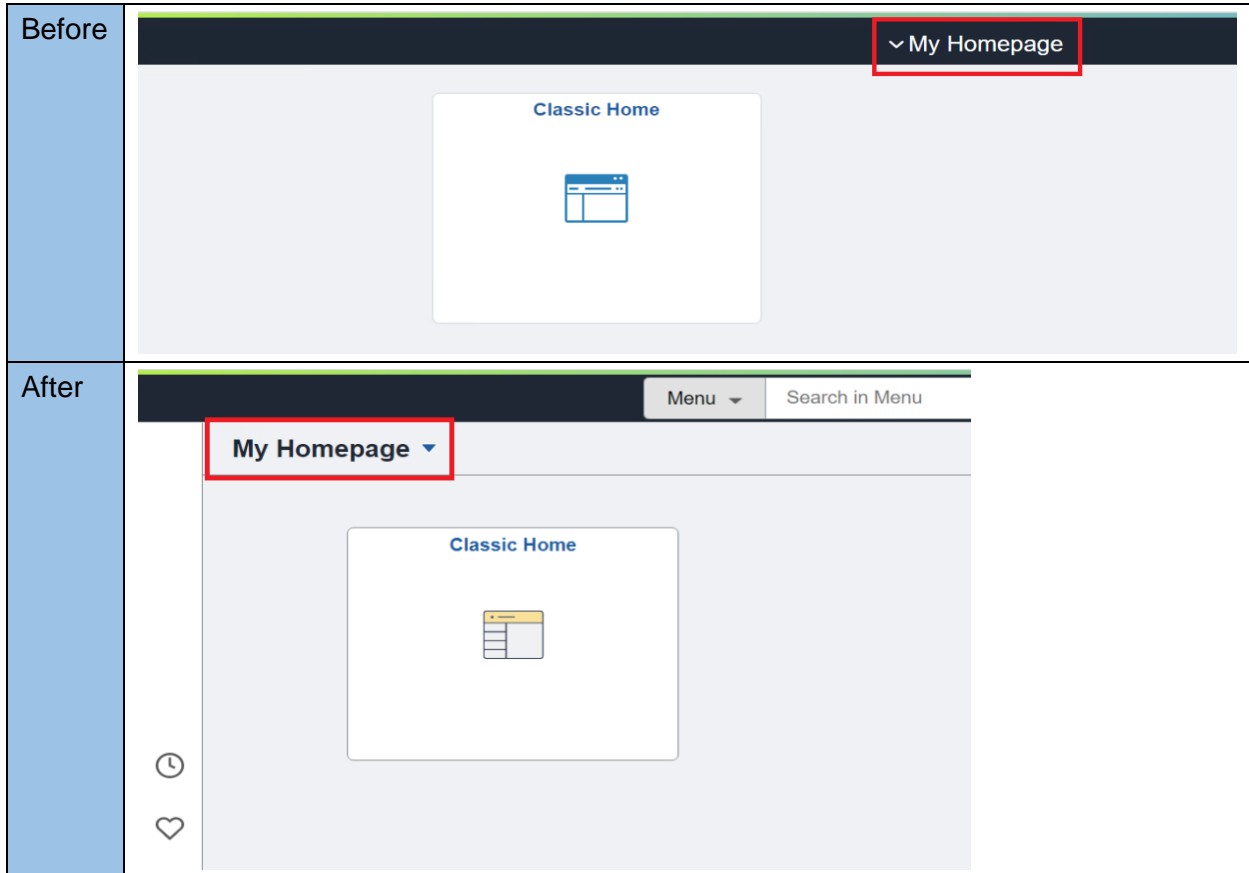


Figure 10: Homepage Location

4. Homepage Numbering

The arrows seen on the right side under the Global Search bar helps the user navigate to the Homepages that are available to the user. The arrows will have a number indicator between them to denote which Homepage the user is currently on but will remain blank if there is only one Homepage.

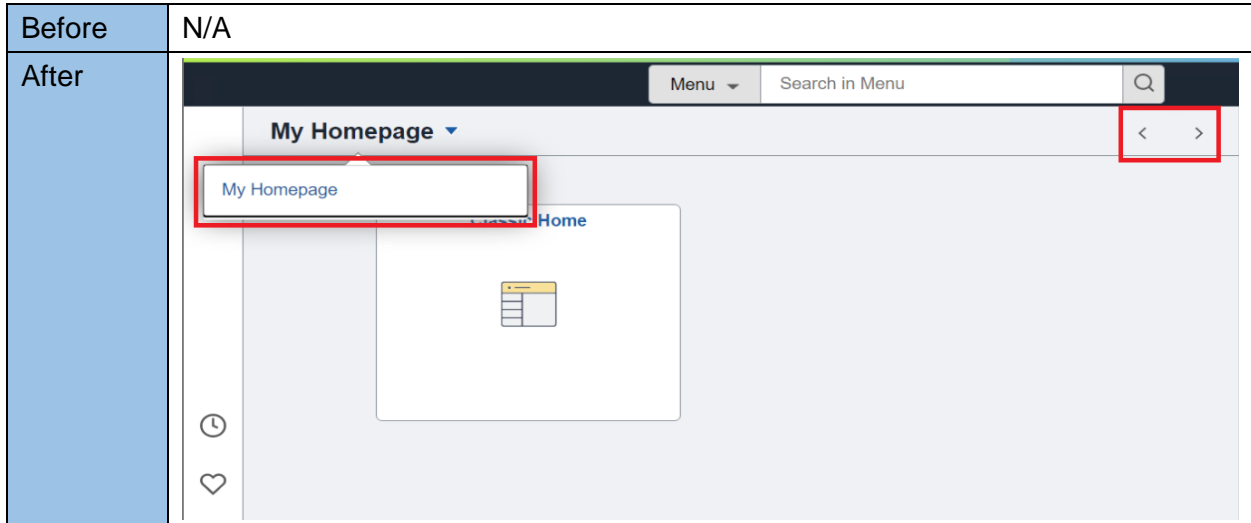


Figure 11: Homepage Numbering

5. NavBar and Menu

Several updates to NavBar have made navigating the system easier. This includes new icons for Recently Visited, Favorites, and Menu items.

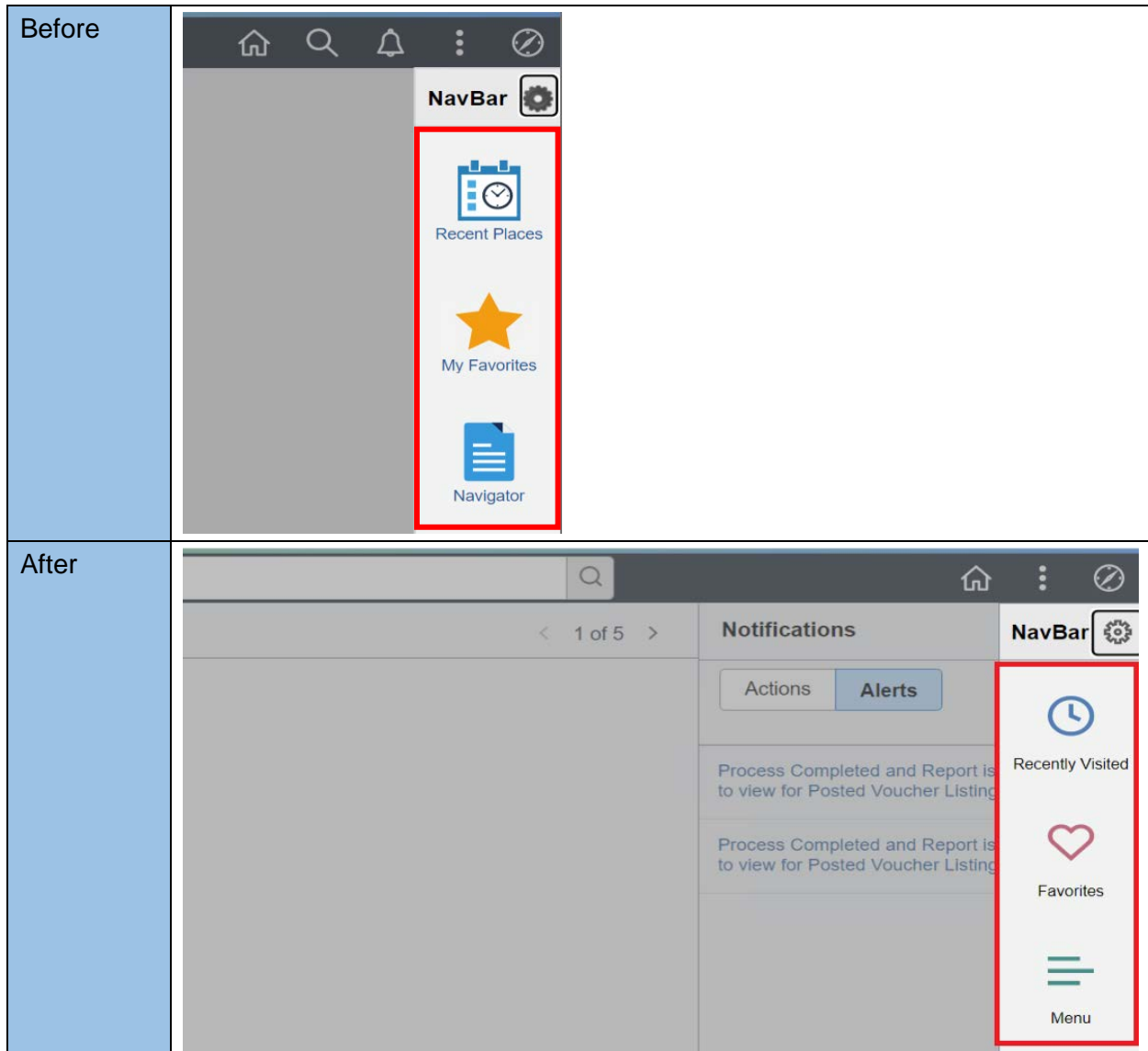


Figure 12: Recently Visited, Favorites, Menu

Menu items in the NavBar are displayed in alphabetical order by default. A personalization can be made to change this. The Menu icon means there are additional links to an item within that folder (i.e., Accounts Payable folder contains items for Reports, Vouchers, etc.).

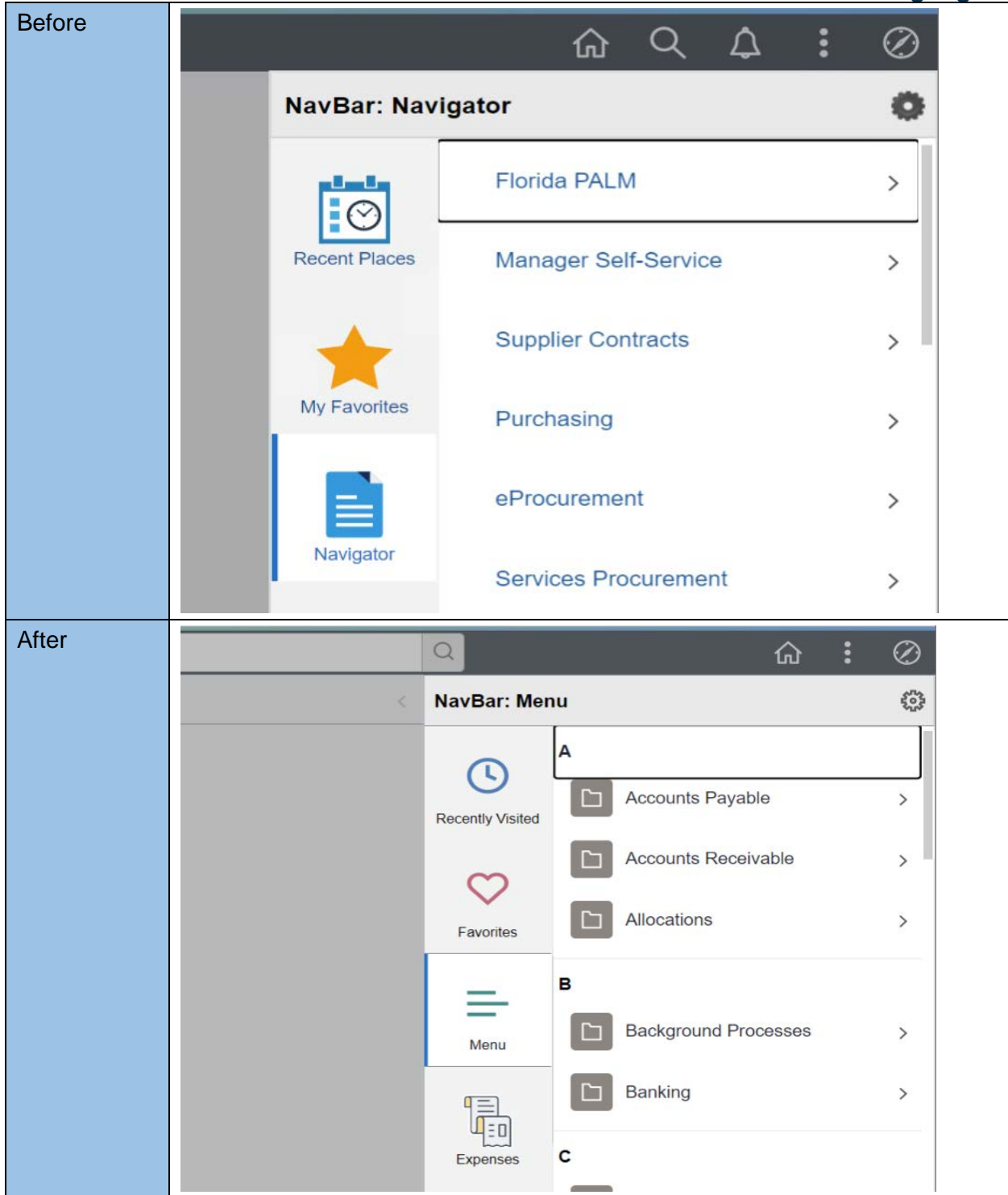


Figure 13: Menu Items

Once you select a folder inside the Menu Icon, you will see breadcrumbs that will allow you to reorganize selections (see Figure 14).

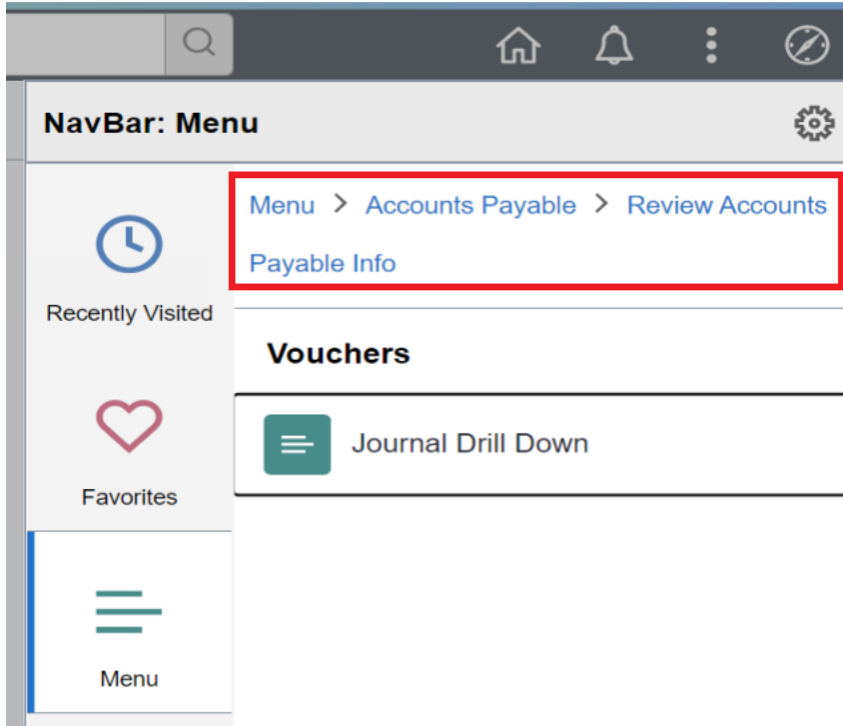


Figure 14: Menu Breadcrumbs

Process Monitor Updates

You now have the option to clear all filters using a Clear button and reset the saved filters using a Reset button in the Process Monitor page. You have the option to collapse the Process List using the dropdown arrow along with the Actions Menu to check the Details of the projects or jobs that were run.

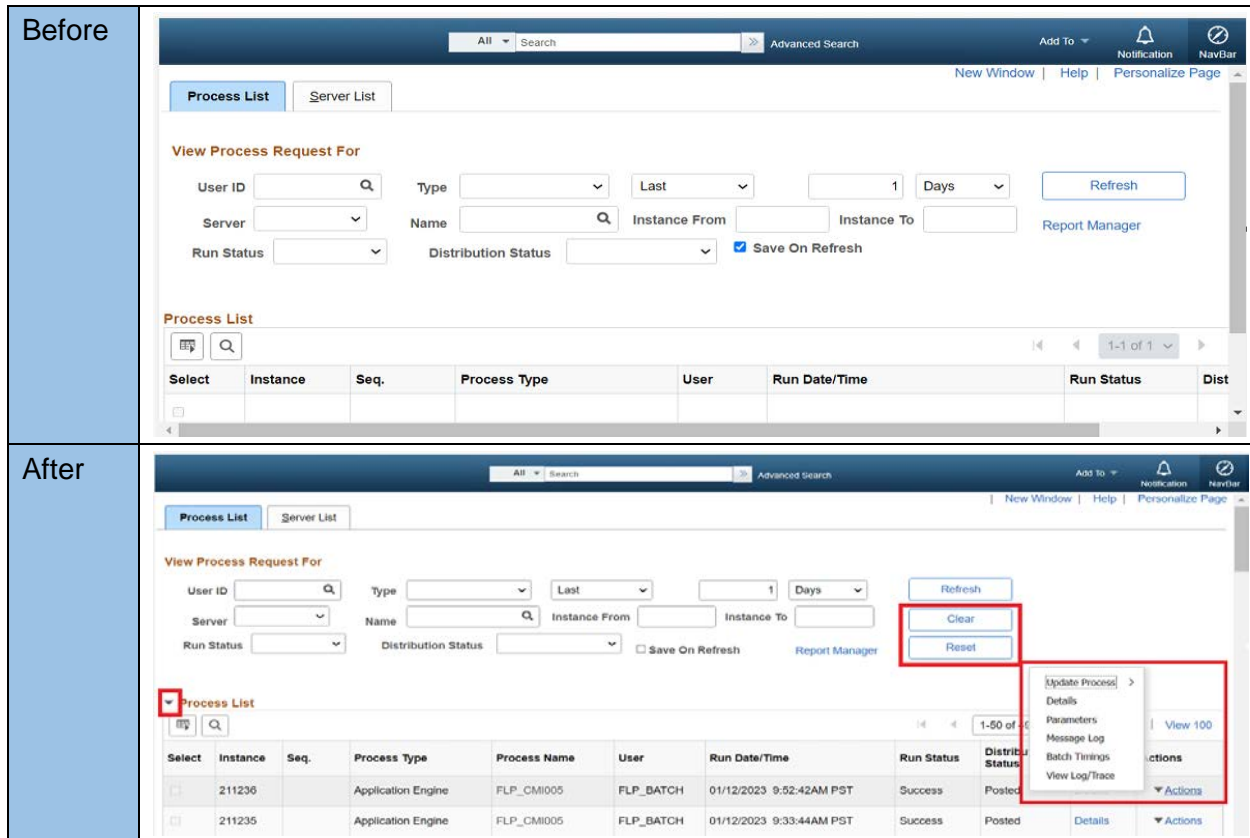


Figure 4: Process Monitor Features

On the Process Monitor page, you have several filters to look for past and current jobs and processes that were run (e.g., User ID, Type, Server).

The Clear button will clear all the filters and reset the Date filter to “Last”, “1”, and “Day” and the rest of the fields to blank.

The Reset button will reset the filters to the user defaults when you first open the Process Monitor page.

The Actions Menu field on the Process Monitor grid provides quick access to pages under the Details link.