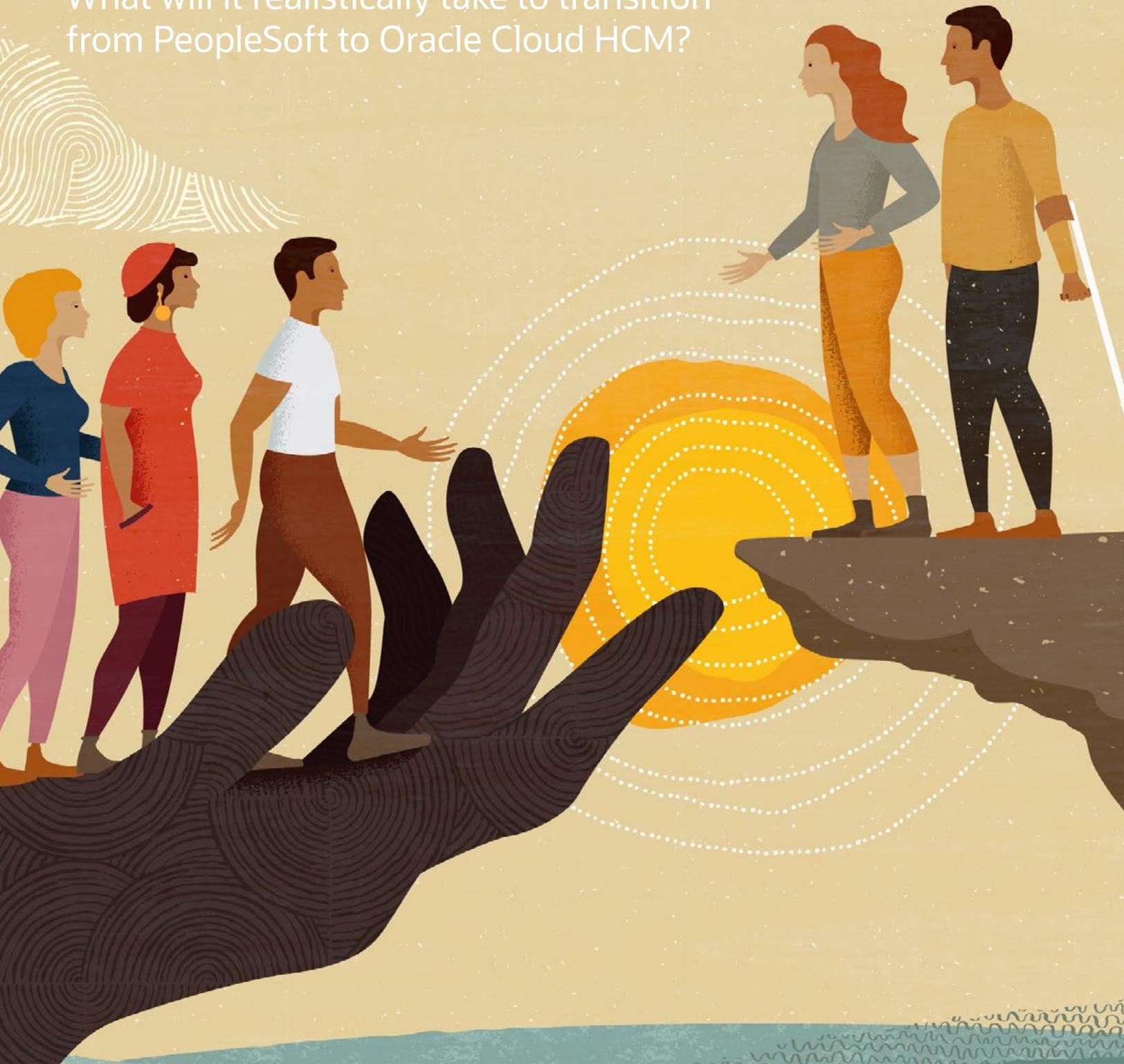


Change Management

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What will it realistically take to transition from PeopleSoft to Oracle Cloud HCM?



PeopleSoft and Cloud Applications Series



Highlights from the Change Management webinar: part of the PeopleSoft and Cloud Applications series

Moving from on-premises PeopleSoft HR applications to Oracle Cloud Human Capital Management is a strategic decision to modernize your workforce applications. In addition to the expertise and guidance of your IT and HR teams, buy-in from key stakeholders, planning, preparation, communication across your organization, and developing a change management plan are best practices for a smooth transition.

Key Steps to Successful Journey to Cloud

A streamlined cloud migration project begins with detailed planning well in advance of beginning the technical work. Ideally, if your project budget and scope allow, you should work with Oracle Consulting Services or another experienced cloud consulting partner to help ensure your project team follows best practices and avoids pitfalls that could hamper your migration effort. These considerations highlight crucial areas of focus before migrating from on-premises PeopleSoft to Oracle Cloud HCM.

Roadmap and governance

Create a strategic roadmap and governance plan that details the scope of work, identifies the project team(s), and addresses any known constraints and timelines. To set the stage for effective change management, it's important to set expectations with stakeholders, like PeopleSoft developers, HR administrative teams, and line of business leaders, that Oracle Cloud HCM is not on-premises PeopleSoft applications in a cloud environment. It is a natively-built cloud product, and functionality will be different.

Project mobilization to launch

This portion of the project starts at kickoff and runs through the Oracle Cloud HCM launch. While timing can vary, with some projects moving quite swiftly and others taking a bit longer, it is recommended you plan for 12-18 months. A majority of the functional change evaluation and decisions occur in this phase. It's when you identify and develop personas and outline desired experiences to determine how to configure the application to align with the needs and culture of your company. It's also when the IT team configures the application. Ideally, you should involve different stakeholders in this phase to ensure agreement across the organization—the better the alignment, the more likely you are to see quick-change adoption and successfully manage risks during the transition.

Release and sustain

The same dedicated effort and stakeholder communication put into to planning, preparing, and completing the technical work to get to Day 1, should be taken to put a plan in place to provide “hypercare” in the days and weeks immediately following your launch. Your team will want to offer a heightened level of user support, possibly with a special hotline staffed by highly-trained HR administrative personnel, to answer employee questions and guide people through the new workflows. As your organization transitions into the sustain phase, a plan to manage on-going support for quarterly innovation updates will help drive further adoption.



Recommendations for roadmap and governance phase

- Develop a business case detailing the benefits and rationale for migrating to Oracle Cloud HCM.
- Encourage key personnel to watch demo videos, view product tours, and attend webinars.
- Schedule discovery sessions, boot-camps, and training sessions to help gain buy-in and set expectations about the cloud applications.
- Conduct a process analysis to guide the application design and configuration.
- Determine if you have the right IT staff in place; retrain or hire people if necessary.
- Make the shift from waterfall to an agile project management methodology.



Recommendations for mobilization to launch phase

- Determine whether you still need customizations from your PeopleSoft applications. Most customizations can be handled through configurations in Oracle Cloud HCM with Flexfields—your team will no longer need to write code.
- Use the opportunity to transform your organization with enhanced, streamline processes based on best-practice functionality.
- Follow a communications plan to keep stakeholders up-to-date on the migration project.



Recommendations for release and sustain phase

- Explain to employees how the cloud migration will impact them on Day 1.
- Develop a hypercare plan to smooth the launch phase and kick-start user adoption.
- Determine a plan to manage quarterly releases—to review release notes, decide if/when you will deploy features, and test new functionality.
- Create an on-going strategy to communicate how updates will impact different user groups.

Lessons Learned for a Successful Migration

No company wants to embark on a cloud migration project only to be met with resistance or lackluster user acceptance. Since change starts at the top, be sure your company leaders are engaged in the change effort so the enthusiasm for the project trickles down to the IT team and business users. Here are other lessons learned to effectively manage the transition to Oracle Cloud HCM:



Prepare for your project

Your level of research, strategic planning, buy-in, and organizational alignment will be the key components to a well-received change management effort. Be sure to put a solid foundation of thoughtful, methodical preparation in place to drive a successful project.



Gain buy-in and engage your leaders

Don't assume your leadership team is on-board with a migration from PeopleSoft to Oracle Cloud HCM. Instead, conduct leadership alignment workshops to gain buy-in and ask leaders to become advocates who will continually communicate to all levels of the organization about the reasons for the system change.



Support your IT team as they shift to new ways of working

Since the role of the team that supports on-premises PeopleSoft will change with a migration to cloud, be sure to communicate how the job will evolve as well as the plan to retrain or redeploy staff members. This will help to keep people aligned and avoid confusion, suspicion, and resentment.



Involve HR functional teams

Since business users will be asked to provide input on personas, workflows, and user experiences, don't assume people know how to provide this input. To ensure engagement, explain their role in the application planning and design process, educate people on cloud functionality and the benefits of new, streamlined processes, and outline guidelines to provide constructive input.



Be mindful of the workload on your project team

Often the IT personnel who manage the PeopleSoft application on a daily basis are the very people tapped to work a cloud migration project. Make sure your project team isn't spread too thin. You can work with your cloud consulting team to devise a plan that keeps your team involved without reaching a level of burn-out.



Communicate, communicate, communicate

It's common to assume that if you've told employees once about a system change, everyone understands the impact. However, you need to regularly communicate the reasons and impacts of a change from on-premises PeopleSoft to Oracle Cloud HCM.

To hear more from PeopleSoft and Cloud experts, watch the full [Change Management](#) webinar on demand.

Considering a Move to Cloud?

As technology becomes more and more of a competitive differentiator, companies are evaluating cloud applications to empower HR with the flexibility and innovation needed to rapidly adapt to change. [Learn more.](#)

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