EPM Process

U of U Health Academics and Campus

- Extract Job Data from PS into EPM
- Depts make pay changes
- Changes are approved
- Final data is loaded into PS
- Error report sent to HS
- End

Dept Mass Update (DMU) eForm Process

Review accuracy of all data in D-Jobs

- Is ALL data accurate?
  - Yes → End
  - No, Incorrect Dist
    - No, Job Changes Needed → Start DMU eForm
    - Other Job Changes Needed

Change distributions in D-Jobs or Edit Job eForm

- End

Select EE population

- Enter changes for selected EE population
- Dept Head approves
- Dept Head approves
- University Health Academics Budget Office approves (when applicable)
- Form executes to PS
- End

Use DMU eForm to change salary, FTE, home dept or supervisor