Oracle HCM Cloud: Introduction to Configuration for Talent Acquisition

Course Duration: 40 Hours   **Course code: Oracle HCM Cloud**

1. Course Overview

This course introduces participants to the fundamentals of configuring Oracle HCM Cloud Talent Acquisition. It covers setup of recruiting structures, job requisitions, candidate management, user roles, security, career sites, and workflows. Participants gain hands-on knowledge of how to configure recruiting features to support hiring strategies and organizational needs.

2. What you'll learn?

By the end of this course, participants will be able to:

- Understand the architecture and key features of Oracle Talent Acquisition (ORC)
- Configure foundational recruiting structures (locations, organizations, job fields)
- Set up job requisition templates and approval workflows
- Manage candidate application flows and stages
- Configure career sites and application forms
- Assign roles and permissions for recruiters, hiring managers, and candidates
- Generate recruiting reports and dashboards
- Apply best practices for talent acquisition configuration

3. Target Audience

- Oracle HCM Cloud Consultants (Functional/Implementation)
- HR Administrators and Talent Acquisition Specialists
- HR System Administrators
- Project team members implementing Oracle Recruiting

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4. Pre-Requisites

- Basic understanding of Oracle HCM Cloud navigation
- Familiarity with HR and recruiting processes
- Completion of Oracle HCM Cloud: Core HR recommended

5. Course content

Module 1: Introduction to Oracle Talent Acquisition

- Overview of Talent Acquisition in Oracle HCM Cloud
- Oracle Recruiting Cloud (ORC) architecture and components
- Recruiting process flow

Module 2: Recruiting Foundations Setup

- Configuring recruiting organizations and locations
- Setting up job fields and recruiting types
- Creating and managing recruiting templates

Module 3: Job Requisition Configuration

- Job requisition structure and fields
- Approval workflow setup
- Job requisition templates

Module 4: Candidate Management Setup

- Candidate application flows and stages
- Configuring screening services
- Candidate pools and folders

Module 5: Career Sites and Application Forms

- Configuring internal and external career sites
- Setting up application forms
- Branding and customizing candidate experience

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Module 6: Roles and Security in Recruiting

- Recruiter, Hiring Manager, and Candidate roles
- Security configuration for recruiting objects
- Assigning and managing recruiting permissions

Module 7: Recruiting Workflows

- Defining recruiting phases and states
- Configuring candidate selection process
- Managing notifications and communications

Module 8: Recruiting Reports and Dashboards

- Recruiting analytics and reporting options
- Monitoring recruiting KPIs
- Candidate pipeline dashboards

Module 9: Integration and Advanced Configuration

- Integration with Core HR and Oracle HCM modules
- Enabling third-party integrations (background checks, assessments)
- Advanced configuration options

Module 10: Troubleshooting and Best Practices

- Common configuration issues and solutions
- Governance and compliance considerations
- Best practices for successful talent acquisition setup