Glossary of Roles

1. **UA Employee Self Service**: This role grants users access to all Employee Self Service pages. Self Service pages provide access to employee Personal, Time Entry, Payroll and Benefits information.

2. **Benefits Team Member**: This role grants Benefits team members access to view Benefits and Payroll Setup information, update employee Benefits information, initiate Benefits processes, and run Benefits reports.

3. **Benefits Power User**: This role grants certain Benefits team members access to view Benefits and Payroll setup information, correct (history, current and future rows) some Benefits setup information, update employee Benefits information, initiate Benefits processes, and run Benefits reports.

4. **Benefits Super User**: This role grants certain Benefits team members permission to correct (history, current and future rows) all Benefits setup and employee Benefits information, view Payroll setup and employee Payroll information, initiate Benefits processes, and run Benefits reports.

5. **Commitment Accounting Power User**: This role grants users correction access to all Commitment accounting setup pages and permission to run Commitment Accounting processes, interfaces and reports.

6. **Commitment Accounting View User**: This role grants view only access to Commitment accounting setup pages.

7. **Payroll Garnishment User**: This role grants Payroll team members permission to make correction changes to Employee Garnishments.

8. **Payroll Accountant**: This role grants users view only access to certain Payroll Setup and Employee Payroll pages, view only access to certain Employee Benefits pages, and view only access to certain Workflow Administration (Job, Position) and Commitment Accounting pages.

9. **Payroll Lead**: This role grants users update access to Payroll Setup and Payroll Person and Garnishment information, View only access to Benefits Setup and Benefits Person information, Permission to create and update Paylines and Paysheets and run Payroll processes and reports.

10. **Payroll Super User**: This role grants users correction access to Payroll Setup and Payroll Person information, View only access to Benefits Setup and Benefits Person information, Permission to create and update Paylines and Paysheets and run Payroll processes and reports.

11. **Payroll User**: This role grants users view only access to Payroll Setup, Benefits Person and Time information, update access to Payroll Person information, Permission to create and update Paylines, Paysheets and run Payroll reports.

12. **Pay Request Creator**: This role grants users access to create Payment Requests.

13. **Pay Request View User**: This role grants users access to view Payment Requests.

14. **Pay Request Approver**: This role grants users permission to approve Payment Requests submitted by Pay Request Creator.
15. **Time Administrator**: This role grants users access to pages required to perform a typical Time Administrator role. This role gives permission to correct Time setup and Time Person information, approve time and run T&L processes.

16. **Time Approver**: This role grants users access to pages to approve employee Time for specified departments.

17. **Time Approver Interface**: This role grants users access to run interface programs to upload Time reported in other systems into PeopleSoft.

18. **Time Coordinator**: This role grants users access to pages required to perform the role of a Time Coordinator for a specified department. Besides granting permission to approve time this role also gives access to view and update all time exceptions and view approved, unapproved, denied and payable time.

19. **Time View Only**: This role gives users view only access to all Time Managing and reporting pages in the Time and Labor module.

20. **Workforce Admin Position XRef View**: This role grants users permission to view the Position and Job Cross reference page.

21. **Workforce Admin Power User**: This role grants users correction access to all Workforce Admin setup and Workforce pages.

22. **Workforce Admin User**: This role grants users view only access to Workforce admin setup pages and update access to all Workforce Admin pages.

23. **Workforce Admin View Only User**: This role grants users view only access to Workforce Admin setup and Person pages.