Related Content Configuration Example

PeopleSoft HCM 9.1, PeopleTools 8.53
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Overview

- Once you’ve taken the steps to identify the resources you want to provide and where you want them to be accessible, configuring related content is a simple two-step process.
  - Define the service
    - This is where you will identify the resources you will provide
  - Assign the service
    - This is where you will identify where the resources will be accessible

Defining Related Content Services

- Path: Main Menu > People Tools > Related Content Service > Define Related Content
- Click the Add a New Value tab and enter the Service ID you wish to assign the content:

- Define the content your adding:

1. The service name will display when assigning the service
2. The Object Owner ID can be used to define who owns the Object
3. Enter the full service description
4. The URL Type is the type of content you’re adding
5. Help text allows you to add special instructions for assigning the service
6. Allows you to copy this service (very handy when creating many similar services)
7. The location you are mapping to (URL or component page)
8. Supplies service parameters for embeddable pagelet, OBIEE pagelet, and PS Query
9. If you are using special characters as parameters, this allows you to escape or encode the service URL parameters and values
10. To pass parameters to the content, define them here
11. Choose the display options have available for the user to select
12. Select the security level, individual user security still applies
Assigning Related Content Services

- **Path:** Main Menu > People Tools > Related Content Service > Manage Related Content
- **Click** the Assign Related Content to an Application Page link:

<table>
<thead>
<tr>
<th>View Paycheck</th>
<th>Edit</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>View W-2W-2c Forms</td>
<td>Edit</td>
<td>Remove</td>
</tr>
</tbody>
</table>
  
- **Choose** the path of the application page you wish to assign a service to:

1. This link can be used to quickly view the related content as it is on the page
2. Select whether this is a service (such as a URL), a content reference, or a pagelet
3. Use the lookup to select the Service ID
4. This Service Label will display to the user in the related content menu
5. Use the Configure button to setup additional configuration on service parameters
6. If you are adding page level related content to a field, you will assign that service here