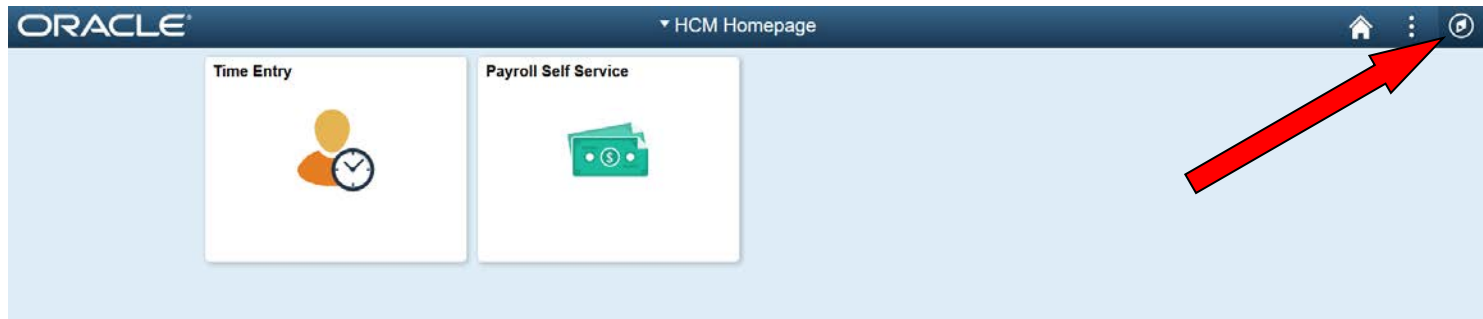


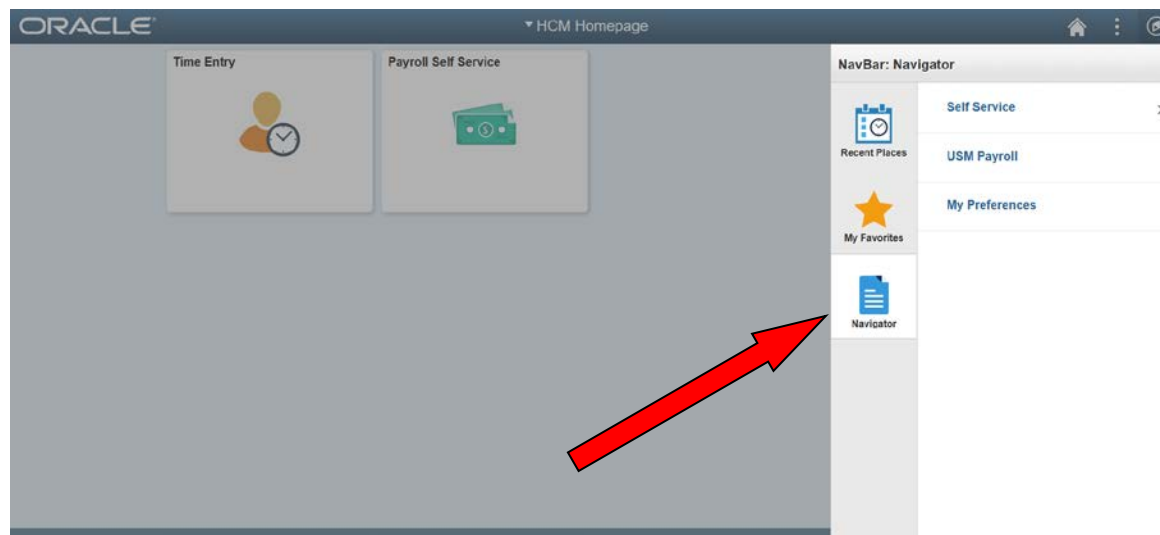
Navigation Options in SOARHR 9.2

There are two options for navigating in SOARHR 9.2. They include the following:

- 1) Option 1 – Navigator. This is the PeopleSoft delivered option and is available to all users. The Navigator provides access to all menu options, provided the user has the necessary security access.
- Click on the navigation icon in the upper right-hand corner of the homepage.



- Click on Navigator icon and then select from the available menu items.



- 2) Option 2 – Navigation Tiles. This option was designed for campus users and provides access to frequently used menu options. However, this will not provide access to every link available to every user. It is only the links most commonly used by the majority of users. If the link that you are searching for is not listed, you will need to use Option 1 to access it.
- The HCM Homepage will appear upon login to SOARHR, to access these tiles after you have used the Navigator to access another page, just click on the Home button to return to the HCM Homepage.



- This directs you to the HCM Homepage and the tiles here can be used to quickly access common menu items.

