

## Step-by-Step Guide

Downloading the HCM Cloud Mobile App

Use the Oracle HCM Cloud mobile app to access HCM cloud features on your mobile device. You can use the mobile app on Android and iOS smartphones and tablets. You use the same URL you use on your desktop to connect to the HCM Cloud application on your mobile. You only see information that's relevant to your role when you sign in.

If you open the app on your phone, you can access only the mobile responsive features. If you open it on a tablet, you can access both classic and mobile responsive features. It works on both iOS and Android systems.

## Setting Up the Oracle HCM Cloud App

- 1. Download Oracle HCM Cloud Mobile from the app store or play store. On Android devices, you have to download and manually install the mobile app.
- 2. Accept the end user license agreement (EULA) to proceed to the sign in page. From there on, you will have the same user experience on the desktop and mobile.
- 3. An Oracle page will pop up asking you to enter in your environment information.
  - a. Type the entire HCM Cloud application URL on the Getting Started page, and then hit return. For example, HCM Desktop Test URL: <u>edrm.fa.us2.oraclecloud.com</u>



4. After you hit enter, the following sign on page will pop up. Enter in your credentials, then click sign in.

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5. Your dashboard will open and look very similar to the below picture.



6. Continue to scroll down and you will see the same tiles as you see when you view cloud from your desktop.

