

WISE – NEW ENHANCEMENTS

Here is a consolidated list of all new enhancements in WISE. Please contact STHR if you have any questions:

- Banner HR and Finance are just about done the work associated with changing from the SSN as the primary identifying number to a new randomly generated number.

The conversion will take place the weekend of October 17-18 and all employees will have a new USNH ID on Monday, October 19. This is the number that employees will use to log into Aliquant and Banner HR. To assist with the transition, for a limited period of time, an employee can log into both Aliquant and WISE with either their SSN or their new USNH ID. Did you forget your new number? You can find it on WISE in the Personal Information section. Just click on the blue ball named 'Display Your USNH ID'.

- In order to get to the Pay Stub Detail pay, the employee must choose the specific pay period for which they want the data displayed. However, when that page pops up, there is no reference on it to identify the start/stop date of the pay period. That has been fixed and when an employee logs on now, they will see this information prominently displayed at the top. Note that on this screen, the employee's SSN will always appear.

- For your safety, the USER ID field on the WISE log in page has been converted to a masked field to block the display of the number entered. This will continue to be the case after the SSN conversion takes place on October 19.

- Employees can update both their Campus E-Mail Addresses and their ACH addresses in WISE. A definition of each address type and 'how to' instructions are available in the 'Personal Information' section in WISE. Since the current address information in Banner HR defaults into WISE, this is a good way for employees to verify that their current information is accurate.