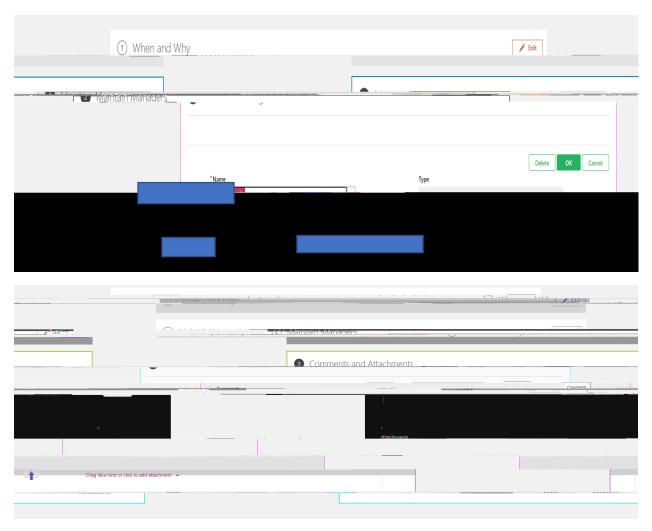
Changing a Line Manag@upervisorin Oracle
In yourOraclescreenclick on My TeamYou should then see a screen like below.
Click on Change Manager. You'll see a screen similar to the screen below.
You'll need to change the line manager for eathdent employeeClick on each student named go through the following process:
Select the effective date for this change. Please note: we recommend a change in line manager occurs at the end of a pay period so there's no confusion as to who some billity .3 5.348 0 r.9 (y)-4.6 (.3m)-9.L.2 (s)-4.3.

On this next sectio	on you will ediitho	the new line mar	nager should be for	this student.



You can add comments and attachments if you choose and then when you're finished, select Submit. See below.



You'll need to perform the change manager function for each student employee

After the change is made the newnd previous manager should receive a bell notification that this change has been made will no longer be able to access this student employee's job information or timecard, only the new line manager can do that.

