

Functional Training: On-Demand Resources

BLUF

Webinar recordings are available on S1Net. Known Issues, Replays, Job Aids, and Manuals/Guides are available on S1Net and website.

JOIN US FOR LIVE TRAINING

IPPS-A
Audit & Internal Controls

4th Monday of the Month

JOIN US FOR LIVE TRAINING

IPPS-A
ROLES AND PERMISSIONS SERIES

4th Tuesday of the Month

JOIN US FOR LIVE TRAINING

IPPS-A
A DAY IN THE LIFE WEBINAR

Topic	Issue	Current Status
Assignments	Personnel actions impacting MA issuers EPC: PAR Framework EPC: NewRate	COMPLETED - CLOSED 25 JUN 2023 Amendments not allowed for Special Provision (SP) only (P) - ECR submitted 1st Release Date (RD) - ONGOING
Promotions	Cross-Comps transactions EPC: NewRate	- ONGOING - Constant process is highly manual based on review of the ARSIS data - ECR submitted to authorize as much as possible. Est. Release Date TBD
Promotions	Promotion order amendments Paying time & not time/amounts to previously produced orders EPC: PAR Framework, DIMS Financial Assignments	- ONGOING - ECR LOCK Est. Release Date: TBD - locked ECR, Est. Release Date: TBD - Third ECR, Est. Release Date: TBD
Restrictions	Married Army Couples Program MACP Auto- Enrollment/Disenrollment EPC: Restrictions	COMPLETED - CLOSED 25 JUN 2023 Spouse's military service ID (SPTS) is done and will not auto-enroll former sets. - ONGOING: Disenrollment gets over-riden by auto-enrollment upon next DULLMS instance. Next pending submission.
Absence	Assignment EPC: Assignments	- S1NETS TASK: Release new ECRs with all POCs need to submit their absence as Ordinary and not use the Absence ECR (PC) - ONGOING: ECR submitted (2023 Status issue with POC Assignment) POC absentee. Est. Release Date: TBD
Duty Status	Duty Status not changing back to POV after absence, TDY, Hospitalization, etc.	- ONGOING: Pending

*All IPPS-A Release Notes are posted under IPPS-A Resources on the S1Net IPPS-A page, and can be found at: <https://www.milsuite.mil/book/communities/spaces/apf/s1net/ipps-a/resources>

One Soldier * One Record * One Army

IPPS-A REPLAYS

TRAINING OPPORTUNITIES

Bite-sized demo videos that guide users through task execution in under 4 minutes

- Add Title to Homepage
- Add Pages to Favorites
- Access Request on Behalf of Member
- Submit a Case on Behalf of Member
- Arrive Member to Assignment
- Depart Member to Assignment
- Create Temporary Assignment
- Update a Duty Status
- Add/Update Award
- Create Award/Recommendation PAR
- Initiate and Renew Suspension of Favorable Personnel Action
- Process a Reduction
- Create S1 Pool
- Add Member to S1 Pool
- Create Upper Echelon Group
- Add Member to Upper Echelon Group
- Create User Profile List
- Create Workflow Template
- Validate Unit Level Accountability

IPPS-A
U.S. ARMY

IPPS-A
UPDATE A CANCELED ABSENCE JOB AID

This Job Aid assists in locating a canceled absence request for modification. In IPPS-A, Members cannot cancel a absence request and submit a new request for the same or overlapping 'To' and 'From' dates.

IPPS-A includes the functionality to view, create, update, and cancel absences. Cancelling an absence is a Self-Service activity. Additionally, leave balances are not updated if it is a cancellable absence. Reference AFI 800-8-10, Leave and Passes.

Absence Requests will process digitally in IPPS-A, with approval and adjustments fully automated to send the appropriate Identification Number (FIN) or former Identifier (ID) to Database Jobs, Military Pay System (DIMS) to account for the absence.

Update a Canceled Absence

GETTING STARTED

- Locate the absence ID.
- The Time & Attendance select View/Update Requests.
- Click the Canceled Absence.

IPPS-A
U.S. ARMY

IPPS-A
INTEGRATED PERSONNEL AND PAY SYSTEM - ARMY

INTEGRATED PERSONNEL AND PAY SYSTEM - ARMY (IPPS-A) USER MANUAL

Users may share their products with the field to the IPPS-A S1Net Subtopic > IPPS-A SOPs/Tools: <https://www.milsuite.mil/book/communities/spaces/apf/s1net/ipps-a/ipps-a-sops>

Functional Training: Webinars

BLUF

Webinars are conducted each month on MS Teams and posted to IPPS-A S1Net page.

A Day in the Life and/or HRC G1/S1 Touchpoint Seminars:
As needed basis

Audit and Internal Controls:
4th Monday of month
Auditing / unit level transaction logging and monitoring; Tools for HR system audit visits

Roles and Permissions:
4th Tuesday of month
Elevated access submitted, processed and managed; Validator responsibilities

IPPS-A S1Net: <https://www.milsuite.mil/book/community/spaces/apf/s1net/ipps-a/overview>

A Day in Life: *Top content*

- Training Environments: Tips for using ITE and OTE for hands-on reinforcement TRNG
- S1 Pool Set Up and SFPA Flags: Task execution of critical cutover and post go-live task
- Determining Elevated Access: Best practices to crosswalk IPPS-A SUBCAT/roles to user duties
- Unit Accountability and Strength: Readiness and Duty Status Rosters, Readiness Dashboard
- Analytic tools for Unit Level Strength Mngt: Historical / Projected Strength Dashboards
- Workflow Capabilities and Set Up: Demonstrates how to set up workflow
- Progressive workflow demonstration: Demonstration of PAR routing from through PAR completion
- Personnel Information Management: Queries and updating Person Profile
- Monthly Reports and Promotion Roster: Promotion boards and rosters, predefined queries
- Managing Decentralized/Semi-Centralized Promotions: Promotion PARs and reports
- Unit Level Assignments: Local reassignments with Unit Slotting Tool and temporary assignments
- Managing Absences: HR Pro perspective to managing absences in IPPS-A
- Special / Incentive Pays: Intro of R3 MilPay integration, submission >> approval >>mngt of request
- CRM Duties and Responsibilities: Intro to CRM capabilities and unit S-1 actions
- Using CRM as an HR: Progressive training on how to solution and/ or escalate cases (HR and IT)
- Day 1 POW Task: Explains execution of critical task related to readiness roster and elevated access

Roles and Permissions Training: *Latest series*

- Part 1: Introduction and Access Request Submission
- Part 2: Validator Overview and Access Request Approval
- Part 3: Segregation of Duties (SOD) Overview and elevated access mngt tools and sustainment

Audit and Internal Controls: *Latest series*

- Part 1: Introduction and Report Review (Submitted TIN/FID and Pay Pers Mismatch)
- Part 2: Report Review (World Access, SOD, and Monitor Approvals)
- Part 3: Report Review (Inactive User, Mass Update Own Data, and POI Active User)

Functional Training: Videos and Demos

BLUF

Videos and demos are available on the IPPS-A S1Net page and YouTube.

YouTube Playlists:

- Release 3 Leaders Course
- Release 3 Self-Service Series
- IPPS-A Coffee Talk
- IPPS-A Podcast
- The Ippsons
- User-centric compilations:
 - ARNG
 - USAR
 - HRC
 - IMCOM
 - G1s
 - S1s
 - Commanders
 - Soldiers

IPPS-A S1Net: <https://www.milsuite.mil/book/community/spaces/apf/s1net/ipps-a/overview>

IPPS-A YouTube: <https://youtube.com/IPPSA>

IPPS-A Replays, Season 1:

- Add Tile to Homepage
- Add Pages to Favorites
- Arrive Member to an Assignment
- Depart Member to an Assignment
- Create a Temporary Assignment
- Update a Duty Status
- Add or Update an Award
- Create an S1 Pool
- Update a Member in an S1 Pool
- Create an Upper Echelon Group
- Update a Member in an Upper Echelon Group
- Submit an Access Request on behalf of (OBO) a Member
- Submit a Case OBO Member
- Create an Award Recommendation PAR
- Create User Defined List
- Create a Workflow Template
- Process a Reduction
- Initiate SFPA
- Remove SFPA
- Validate Unit Level Accountability

IPPS-A Replays, Season 2:

(available on S1Net)

- Complete Member Elections
- Create Workflow Template
- Create POI Account Accurately
- Add POI Relationship
- Maintain POI Relationship
- Set Up Provider Group Accurately
- Manage Decentralized Promotion Roster
- Manage Semi-Centralized Promotion Roster
- Generate ETS Roster Using Ad Hoc Reporting
- Create Active Termination – Discharge Separation Assignment (MPD edition)
- Reassign Action Using Monitor Approvals

Functional Training: Demo Server Resources

BLUF

User Productivity Kits (UPKs), Manuals/Guides, Job Aids and Leaders Program are available within the IPPS-A Demo Server.

IPPS-A Demo Server:

<https://hr.ippsa.army.mil/upk/r3/demoserver/index.html>

Select a button from the UPK Instructions main menu:

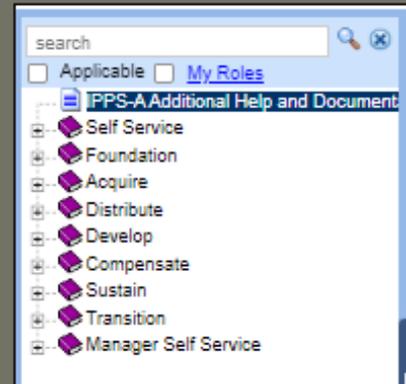
- R3 Overview Epic/Capability area overviews
- R3 UPKs Step by step instructional training aids
- R3 User Manual User Manual, Guides, and Job Aids
- R3 Leaders Program Individual leader videos on demand

IPPS-A Help File URL:

[Help File](#)

Deselect the Applicable check box on the main menu:

All Training UPKs may be found in this searchable library
 *Select + symbol to find desired subjects



References and Field Input

Guides and Manuals	Comment Sheets
IPPS-A User Manual	IPPS-A User Manual Comment Tracker
Army National Guard Error Resolution	
AORS Integration User Guide	
CRM User Manual	
Error Resolution Foundation (HCM)	
HRC Master Workflow Template - UDL List	
Internal Control Compliance Guide	Internal Control Compliance Guide Comment Tracker
IPPS-A Cutover Guide	
IPPS-A Cutover Guides Summary of Changes	
IPPS-A ELM User Guide	
IPPS-A Interfaces (SV8)	
IPPS-A Subcategory Infographics	
IPPS-A TRA User Guide	
MOBCOP Integration User Guide	
Provider Group Reference Guide	
R3 Training Glossary	
RLAS Integration User Guide	
SFARS Integration User Guide	
MILPAY User Manual	

Job Aids

Assignment Deferment Process - Cutover
Automated Accession Business Process
Deletion of User Defined List
Enlisted Accession Assignment Job Aid
IPPS-A Example Task-Integrated Soldier from PCR to PRR
Manually Create Provider Group and Switch Business Unit to an IT Case
MPC Change - Mass Update
PSC_PPA_202212
Separation and Transfer Assignments Job Aid
IPPS-A MPD SmartBook
Canceled Absence Job Aid
HRC Jr Enlisted Promotions Job Aid
IPPS-A Self Service Guide
Self Service Personnel Record Review Job Aid
REDCAT Job Aid
OBIEE Job Aid
Re-Initiate Member Elections Job Aid

Resources are also available: [Training Aids](#) and [S1Net](#)