SUCCESSFACTORS USER GUIDE FOR USING MOBILE DEVICES

This Guide is For:

Current State of Vermont Employees including Internal job Seekers, Hiring Managers, Field Human Resources, and Appointing Authorities
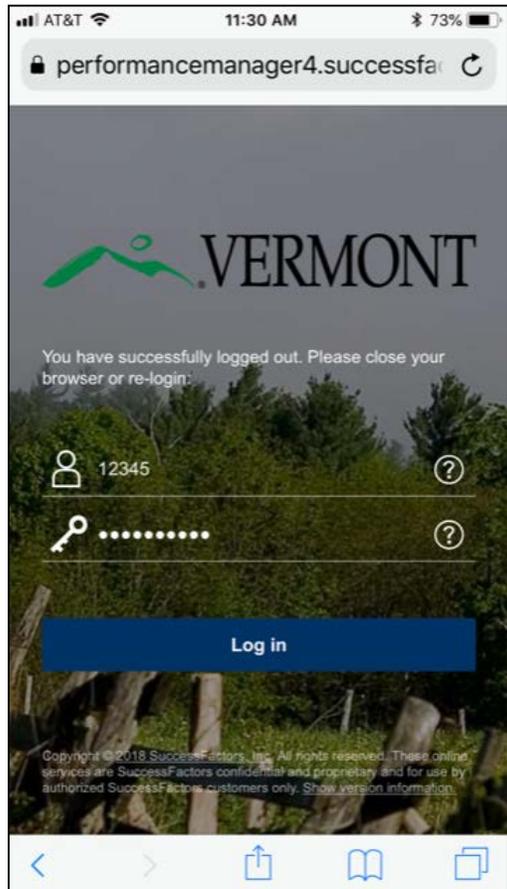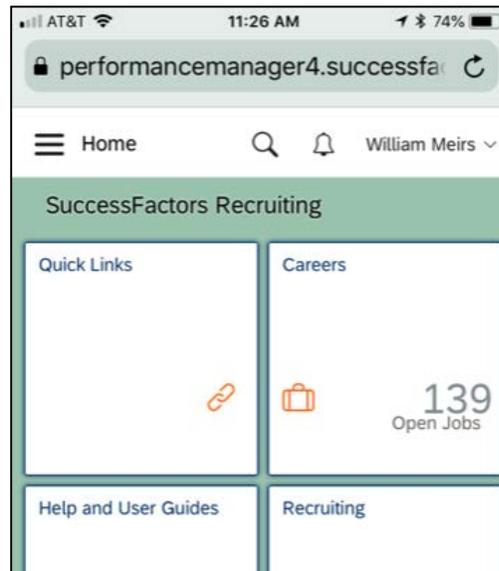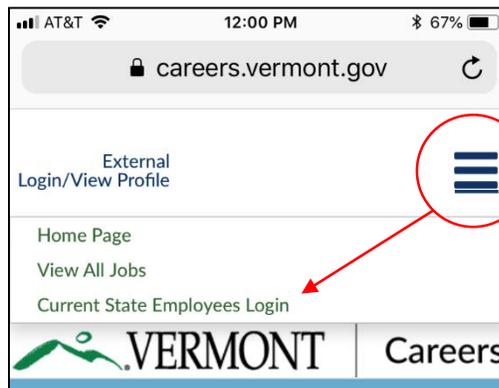
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If you are a state employee, you are able to use mobile devices with the SuccessFactors application. It is important to note which pages are "mobile responsive" and which aren't. What this means is some pages actually "respond" with a more visually friendly mobile layout when you view on a phone or tablet.

The ones that are mobile responsive will show the page in a more linear fashion with the content stacked top to bottom and rendered larger.

The ones that are not mobile responsive will render like they would on a desktop computer. These will basically look like a very small browser window. (We will review these in the following pages.)

The Current Pages for the Internal Site that *are* responsive (mobile friendly) are the login screen (See Image A) and the Home Page screen (Image B).

Whether you are a hiring manager looking to review candidates, Field HR, or an employee exploring career opportunities, you can go to this URL in your mobile browser to login:
https://performancemanager4.successfactors.com/login?company=stateofver#/login

This is a lot to type, so an easier alternative is to go to the external site (careers.vermont.gov) and tap menu icon (3 horizontal lines) and then select the link for "Current State Employees" in the Header Navigation (Image C).
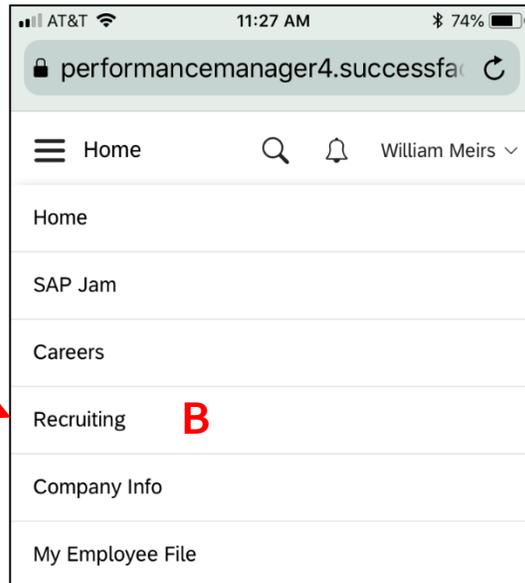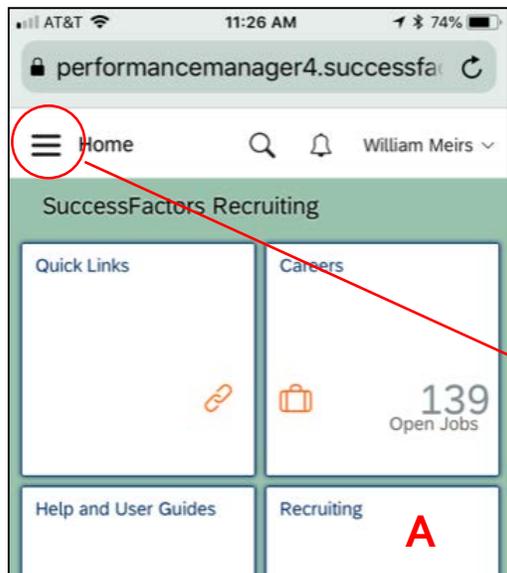
From the home page, you can access the Recruiting Module by either tapping the "Recruiting" tile (A) or using the navigation menu and tapping "Recruiting" (B.)
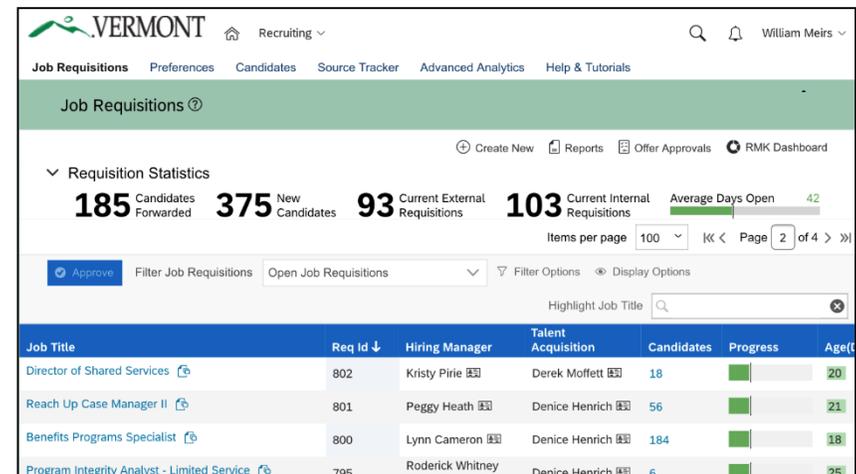
After you get past the home page, the pages are no longer responsive (see image C).

You can still perform all of the SuccessFactors Functions, it's just the text will be small so you will need to enlarge the view per your mobile phone's method to do that and then just pull the page around to where you need to be.
Note: It is SuccessFactors' plan to have the entire site mobile responsive in the near future.

From the home page, you can access the "Careers" Module by either tapping the "Careers" tile (A) or using the navigation menu and tapping "Careers" (B).

After you get past the home page, the pages are no longer responsive (see image C).

You can still perform all of the SuccessFactors Functions and search/apply for jobs, it's just the text will be small so you will need to enlarge the view per your mobile phone's method to do that and then just pull the page around to where you need to be.
Note: It is SuccessFactors' plan to have the entire site mobile responsive in the near future.
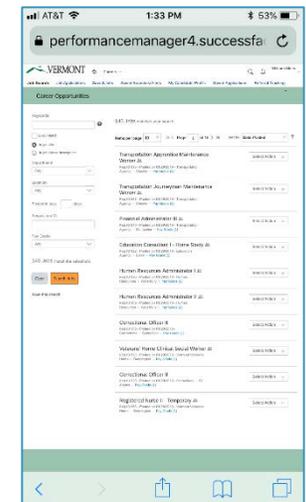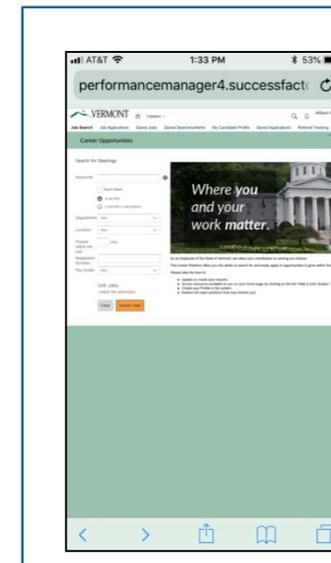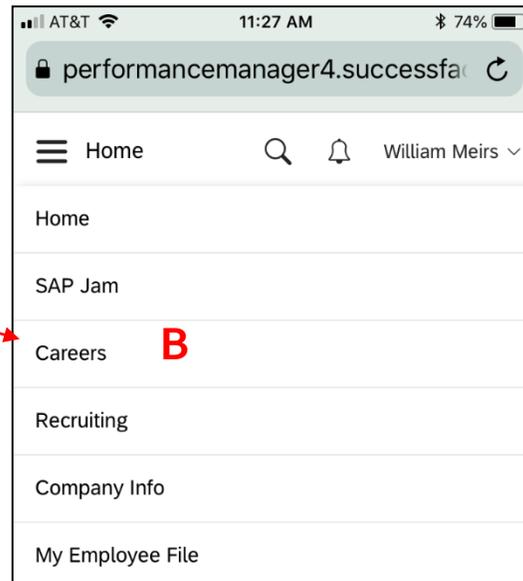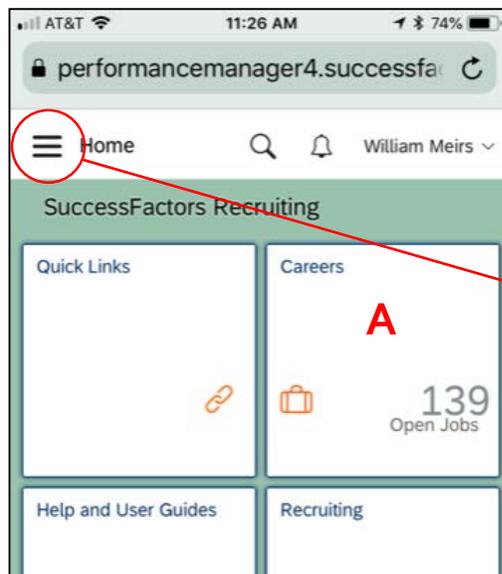
USING TABLETS

The good news is tablets display fairly similar to a desktop computer, just in slightly smaller format.