

Alchemer Workflow UKG Integration

The Alchemer Workflow UKG Integration is available for purchase as an add-on. If you are interested in purchasing, [please contact us for more information](#).

Overview

With the UKG Integration for Alchemer Workflow you can:

- Get Person: Pull in information from a UKG person record into your Workflow in Alchemer.

The integration enables you to personalize workflow steps in Alchemer using information from UKG.

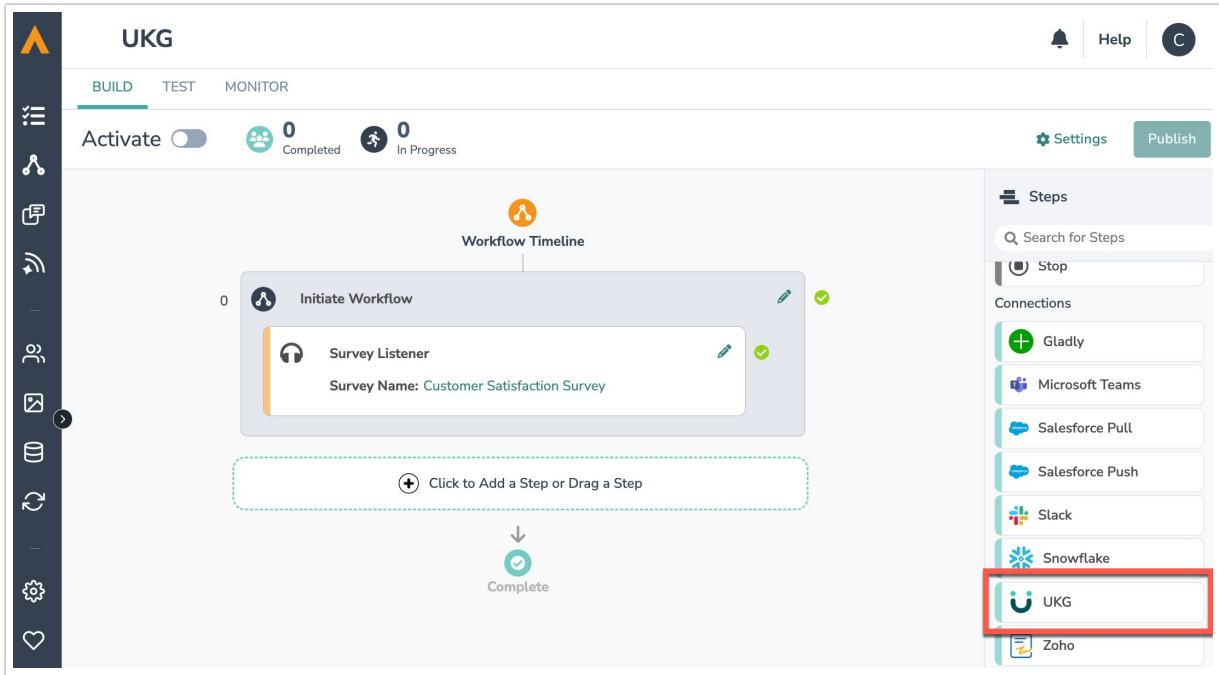
Integration Setup

1. Create a Workflow in Alchemer and select your initiator.

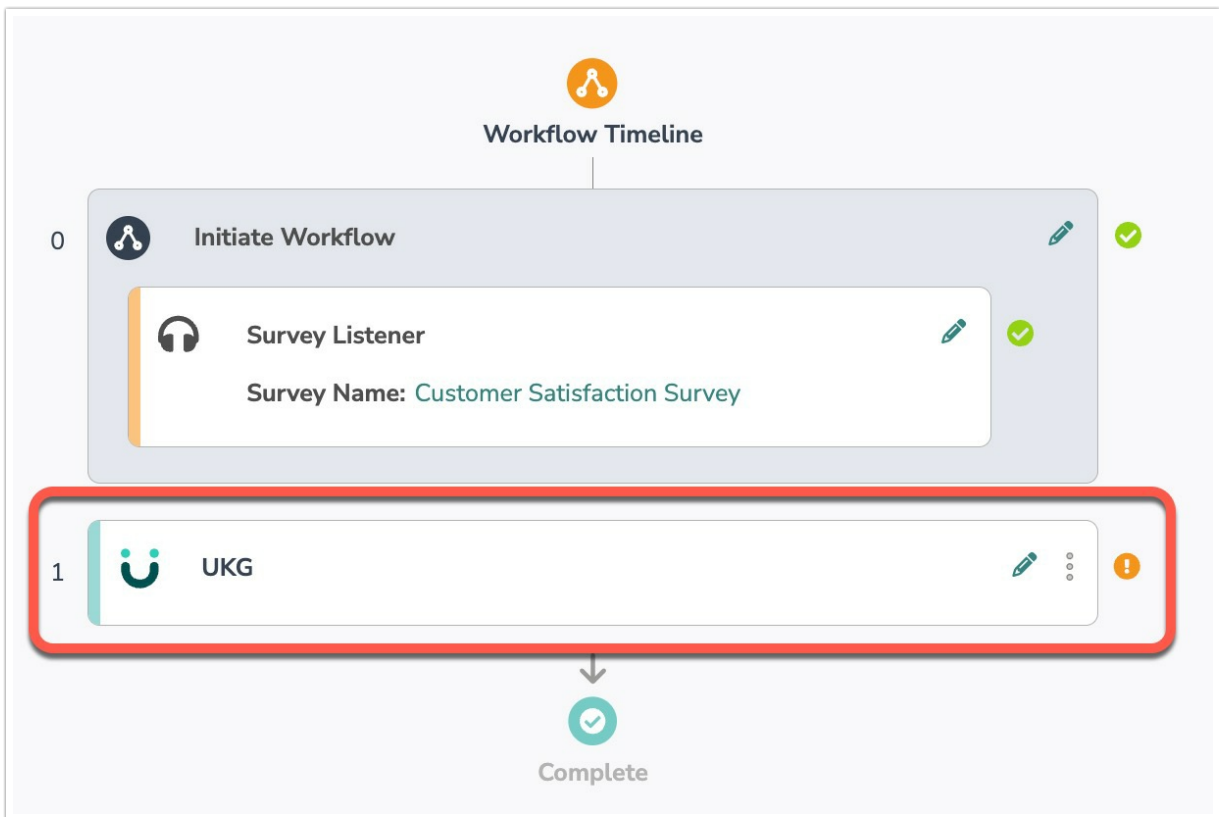
For more information on building Workflows in Alchemer refer to the following documentation:

- [Getting Started with Alchemer Workflow](#)
- [Building a Workflow](#)

2. When you are ready to add the UKG step to your Workflow, drag the UKG step from the Step Library under Connections.



3. Click the pencil icon to configure your UKG integration step.



UKG | Get Person

Before configuring this integration action, you will need:

- Your UKG API information and login
- Fields in this survey that contain information to use to find the person to get (employee id, email, etc.)

1. Select "Get Person" and Click "Next" on the integration overview screen.

Configure Action

PRIMARY SETUP LOGIC ADVANCED

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Select Action

Select the action you would like to perform.

Get person
Get a person record from UKG

Cancel Next

2. Click "Add New Authentication". Then name your authentication and provide your:

- Customer API key
- Basic auth username
- Basic auth password

Click "Create" when done.

Create a new authentication

Your authentication name

Customer API key

Basic auth username

Basic auth password

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3. Provide your UKG API Base URL

Your base URL should be something like this: <https://service2.ultipro.com>

Configure Action

PRIMARY SETUP LOGIC ADVANCED

UKG | Authentication

Authenticate with UKG

UKG connected
PRODUCTIONUS:C731671:T1057705's UKG account

UKG API Base URL*

UKG API Base URL is required
Your base URL should be something like this: <https://service2.ultipro.com>

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4. Select the fields in this survey that contain the values you want to use to find the person record in UKG

Configure Action

PRIMARY SETUP LOGIC ADVANCED

UKG | Find person

Select the fields in this survey that contain the values you want to use to find the person in UKG.

At least one field is required

Use this Alchemer field value to match this UKG field

Question 3. What is your email address? (id: 73) v	UKG emailAddress v	🗑
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Add a new mapping

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5. Click "Save" to complete integration setup.

A status code is available in a merge code:

- *200: A single record was successfully found*
- *201: More than one record was found. The first record is used for the values returned to Alchemer.*
- *202: Query ran successfully, but no records were found*
- *400: The external integration returned an error. This will halt the Workflow. See the message or log for details.*

Configure Integration

PRIMARY SETUP

A log of each run result can be found in the Monitor tab. Metadata about this action are also available as merge codes.

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[Save](#)

Now what / Where is my data?

All of the information from this integration is now available in this workflow and all surveys in this workflow. You can use them to:

- Add Merge Codes to Email or Survey Invite steps.
- Use with Logic in the workflow.
- Use to personalize the survey in the workflow.

FAQs

▸ What permissions do I need within Alchemer to set-up and use the UKG integration?

▸ This integration doesn't fit my use cases, or I want to provide feedback to the Alchemer Product Team!

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