

HUMAN RESOURCE (HR)

INTRODUCTION

In today's competitive business world, employment retention reaches far beyond the recruitment process. SAP introduces the HR module. It is a global Human Resource Management Systems solution, with HR, payroll and time management capability including standard language, currency and regulatory requirements for more than 30 countries.

The course will also help you understand basic SAP HR concepts and terminology as they relate to Payroll, Personnel Time Management, and Organizational Management, reporting, ESS, MSS, authorizations, info types, transactions and tables.

SAP HR enables companies to effectively manage information about employees. SAP HR course, you will learn how to configure master data effectively – so you can rely on consistent, predictable access to records. In addition to that you will learn how to manage payroll, recruit and retain key employees, define roles and access rights and leverage analytics and reporting tools. The sub modules like Personnel Administration helps employers track master data, salary, work schedule training likewise Personnel Development sub module will concentrate on employee's qualification, skills and career plans. Eventually, Payroll and time management sub modules process attendance and absences, gross salary and tax calculations and payments to employees

The SAP HR system caters to every possible business solution that an enterprise asks for and is very much recommended ERP for Large Multinational concerns as well as medium sized enterprises.

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SAP Training, SAP Training Toronto, SAP Training Mississauga, SAP HR

Course Contents

Competency	Topic
Experiences from Implementation Projects	Integration and Dependencies
	Setting up Structures
Human Resources Management: Basics	Analytics
	Employee Self-Service and Manager Self-Service (ESS / MSS)
	Enterprise Compensation Management and Personnel Cost Planning
	Navigation and Structures in HCM
	Organizational Management
	Payroll
	Personnel Administration
	Personnel Development and Training and Event Management
	Recruitment
	Time Management
	Master Data
Default Values	
Dynamic Actions	
Enterprise Structure	
Infotype Control	
Management of Global Employees	
Organizational Structure	
Personnel Actions	
Project Management	
Remuneration Structure	
Wage Type Structure	
Organizational Management	Concepts of Organizational Management
	Customizing
	Evaluations and Reporting
	Expert Mode
	Integration Points
	Organization and Staffing Interface
	Manager's Desktop and Manager Self Service
Payroll	Absence Valuation

	Basics of Payroll
	Cumulation Wage Type
	Factoring
	Payroll Process and Preconditions
	Personnel Calculation Rule
	Processing of Averages
	Retroactive Accounting
	Time Wage Type Selection
	Wage Type Valuation
Reporting	Ad Hoc Query
	HCM in BW and SEM
	Information Systems
	Logical Databases and InfoSets
	Methods of Reporting in HCM
	Payroll and Time Management Infotypes
	SAP Query
SAP - Overview	Management Empowered by mySAP ERP
	Management Empowered by mySAP ERP HCM
	SAP Navigation
Solution Manager	Solution Manager Overview
Time Management	Absence and Attendance Counting
	Attendance and Absence Quotas
	Cost Assignment and Activity Allocation
	Time Data Recording and Management
	Time Management Groupings
	Time Management Overview
	Work Center Time Management (TMW)
	Work Schedules and Part-Time Workers