

# SAP HR



# About Course

SAP human capital management (HCM) solutions provide strategic, innovative solutions for core HR and payroll, time and attendance, talent management, employee experience management, and people analytics to address your critical workforce transformation needs.

# SAP HR

## CURRICULUM

### ① Overview On ERP-SAP HR / HCM

SAP Overview

SAP History

SAP Version Overview

### ② ASAP Methodologies

Project Preparation

Business Blueprint

Realization

Final Preparation

Go- Live & Support

### ③ SAP Login Process

Login Process

Navigation

### ④ SAP HR- Enterprise Structure

Enterprise Structure Creation Company

Code, Personnel Area, Employee Area

Creation of org.unit ,job, Position,Task, Person

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## Recruitment

Work force Recruitment Advertisement

Media Instrument, Vacancy Applicant

Applicant Administration- Applicant Selection,

Applicant Status, Applicant Actions,

Applicant Master Data

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## Time Management

Basic Settings

Personnel sub-area Groupings

Daily Work Schedule

Perion Work Schedule

Day Types

Work Schedule Rules

Substitution

Absence

Rules for Absence Counting

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## Benefits

Basic Settings

Dependents & Beneficiaries

Plan Attributes

Define Employee Groupings For Employee criteria Groups, Parameter Groups, Salary Groups, Age Groups, Seniority Groups

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## Define Employee Groupings For

Cost Groupings

Credit Groupings

Employee Contribution Groupings

Employer Contribution Groupings

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## Payroll

Creation Of Payroll Accounting Area, Creation Of Payroll Organization, payroll Accounting Area And Payroll Periods

Creation Of Pay Scale Structure Consisting The Elements Pay Scale Type, Pay Scale Area, Pay Scale Group, Pay Scale Levels And The Employee Sub Groups For The CAP

Creation of basic wage elements for payroll accounting, created wage types for basic payments (0008), recurring payments and deductions (0014)

Groupings for primary wage types

Wage Types Permissibility For PSA & Employee Subgroup

Maintained Valuation of Wage TYPES, Pay roll Processing, configuring pay slip

## 10 Integration With Other Module


FI-HR Integration



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