

SAP HR Course Content :

1. Introduction to SAP

- Introduction to ERP
- Overview of SAP
- SAP modules at a Glance

2. Structures

- Enterprise Structure
- Personnel Structure
- Organizational Structure
- Pay scale Structure
- Packed Decimals

3. Organizational Management

- Organization & Staffing
- General Structure
- Matrix
- Expert Mode
- Simple Maintenance
- Organizational Plan
- Object Types and Explanations

4. Recruitment

- Maintain Advertisements
- Maintain Applicant Structures
- Maintain Applicant Data Selection Process
- Personnel Actions in Recruitment
- Hire/ Reject A person

5. Personnel Administration

- Personnel Actions in Administration
- Hire a person

- Explain about User Group and Info groups
- Info Types
- Maintain Employee Master Data

6. Time Management

- Allot working timings to Employee
- Break Schedules
- Work Schedules
- Explain about Time Data Recording & Administration
- Time Management Info types

7. Payroll

- Over view of Payroll Components
- Explain about SAP R/3 payroll basics
- Wage types
- Valuation Methods
- Payroll Run
- Payroll Driver
- Configuration of Schemas

8. Personnel Development

- Overview of Personnel Development
- Profile Match up with Applicant
- Career & Success Plan of Employee
- Qualifications

9. Training & Event Management

- Overview of T & E Management
- Business Event Preparation
- Business Event Catalog
- Day to Day Activities
- Recurring Activities



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Industry Trainers

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Online Training

ON-DEMAND Training

“Read what you need”

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10. ASAP Methodology

- Explain about ASAP Methodology
- Explain about integrations between Applications.

FAQ

INTERVIEW QUESTIONS