

SAP SuccessFactors Employee Central Administration

Duration: 3 Days Course Code: HR811 Delivery Method: Virtual Learning

Overview:

This course provides an overview of the general tasks associated with managing company and employee data stored in SAP SuccessFactors Employee Central. You will add new foundation records and employees, manage existing employee records, and manage workflows and business rules. Managing position records, time and global benefits of employees are covered in separate courses.

Virtueel en Klassikaal™

Virtueel en Klassikaal™ is een eenvoudig leerconcept en biedt een flexibele oplossing voor het volgen van een klassikale training. Met Virtueel en Klassikaal™ kunt u zelf beslissen of u een klassikale training virtueel (vanuit huis of kantoor) of fysiek op locatie wilt volgen. De keuze is aan u! Cursisten die virtueel deelnemen aan de training ontvangen voor aanvang van de training alle benodigde informatie om de training te kunnen volgen.

Target Audience:

Business Process Owner / Team Lead / Power User

Objectives:

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| ■ Upon completion of this course, you will be able to: | ■ Add new employees using the New Hire wizard and Import tool |
| ■ Describe the functions and benefits of Employee Central Core | ■ Update employee records using import and mass changes |
| ■ Navigate the EC-related tools in the Home page and Admin Center | ■ Use Report No-Show, Manage Pending Hire, and Termination screens |
| ■ Define Employee Central-related permissions | ■ Manage Workflows |
| ■ Identify the standard foundation objects and how to manage the foundation records | ■ Manage event and event reasons |
| ■ Identify the standard HR objects and how to customize the HR Object structure | ■ Manage business rules |
| ■ Use People Profile for self-service and HR transactions | |
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Prerequisites:

Recommended

- HRSF1 – SAP SuccessFactors Overview
- HR810 SAP SuccessFactors Employee Central Project Team Orientation

Essential

- HR800 - SAP SuccessFactors Platform Administration
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Content:

Introducing the Course	Managing Foundation Data	Managing Transactions
Introducing Employee Central Core Administration	Managing HR Data structure	Managing Optional Configurations
Managing Permissions	Managing Employee Records	Explaining EC Reporting

Additional Information:

Course based on software release
SAP SuccessFactors Employee Central

Further Information:

For More information, or to book your course, please call us on 030 - 60 89 444

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