Business Processes in SAP HCM for S/4HANA

Cursusduur: 4 Dagen Cursuscode: S4HR05

Beschrijving:

This course provides detailed examples of typical HR business processes and how they integrate with other applications. It is an essential learning for all future configuration training.
This course replacing former reference HR050 will prepare learners to understand the basics of SAP Human Capital Management for SAP S/4HANA.
Updated Dec2025

Doelgroep:

- Application consultants
- Business Analyst
- Business Process Owner/Team Lead/Power User
- Data Consultant/Manager
- Help Desk/CoE Support

Doelstelling:

- This course will prepare participants to:
- Understand the basics of SAP Human Capital Management for SAP S/4HANA
- Demonstrate proficiency in maintaining and managing personnel administration data
- Apply knowledge of utilizing structures and executing processes in human capital management
- Utilize time management and payroll features in SAP HCM.
- Explore SAP SuccessFactors

Vereiste kennis en vaardigheden:

Basic understanding of HR Policies and SAP processes.

Examens en certificering

Cursusinhoud:

- Starting SAP Human Capital Management for SAP S/4HANA
- Logging On to the SAP System
- Navigating the SAP Menu - Basics
- Creating Favorites in the SAP Easy Access Menu
- Navigating SAP Menus - Details
- Finding Help
- Maintaining Personnel Administration Data
- Overviewing Data Maintenance
- Displaying HR Master Data (PA20)
- Maintaining HR Master Data (PA30)
- Identifiying Impacts of Time Constraints - Understanding Data Maintenance
- Using Fast Entry (PA70)
- Utilizing Structures in Human Capital Management
- Analyzing HCM Structures
- Enhancing the Organizational Structure
- Reporting on Existing Positions
- Executing Processes in Personnel Administration
- Executing Personnel Actions
- Executing Dynamic Actions
- Applying Time Management
- Outlining Time Management Basics
- Recording Time Data
- Evaluating Time Data
- Understanding Cross-Application Time Sheet (CATS
- Introducing Payroll
- Simulating Payroll
- Processing Payroll with Correction Run
- Performing Personnel Development Activities
- Maintaining the Qualification Catalog
- Creating Profiles
- Using Profile Match-Up
- Understanding Shared Services and Fiori
- Describing the Principle of Shared Services
- Understanding Fiori Apps
- Using Analytics Features of SAP HCM
- Analyzing HCM Reports
- Using Additional HCM Components
- Recruiting
- Learning
- Performance Management
- Exploring SAP SuccessFactors
- Introducing SAP SuccessFactors
- The SAP SuccessFactors User Experience
- Integrating SAP SuccessFactors and SAP HCM S/4HANA

Extra informatie:

Official course book provided to participants Course based on software release SAP Human Capital Management for S/4HANA (H4S4) SAP S/4HANA 2023

Nadere informatie:

Neem voor nadere informatie of boekingen contact op met onze Customer Service Desk 030 - 60 89 444

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