

ORACLE®

Oracle E-Business Suite R-12 Enterprise Resource Planning (ERP) HR-Payroll Training Program

- Fresh intermediate or Graduates and like to develop their Career in Oracle ERP
- Working class who are willing to update and learn about Oracle ERP.
- IT or ERP Managers can take this course
- People who would like to join this industry can join this course and develop their career in this respect.

**100,000+ Students
have been Trained**

since
1997

**Program is
offered by**

**3D EDUCATORS
INTL**
22 Years of
Excellence in
Training &
Development

**Invest in
People the
only Asset
that Appreciates**



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Course Prerequisite

Before entering the program, candidates are expected to have a basic working knowledge of Windows, Ms. Office software or any other business application. Candidates may have completed the Business/ Accounting/ IT prerequisite by successfully completing the prior studies.

In view of present high demand of ERP skilled resources in market 3D Educators proudly offer a unique course with affiliation with Oracle Corporations. The course is specially designed for professional working in private & public sectors to enhance their skills on modern applications like ERP E-Business Suite R-12. This course provides you the business and technical knowledge required to implement ERP System in any Organization. Upon completion of the course, you will know about the key areas which are need to be focused during 'ERP System Implementation HR-Payroll' and participants will also learn about using successful ERP implementation methodology.



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Program Details

Inauguration

The Training Program will be inaugurated by a senior member of 3D EDUCATORS

Program Structure

No of classes per week **01 Class**
Duration of each class **2- Hour**

Program Structure

Module #	Module / Course Title
ERP – F01	Foundation Module (Compulsory) -ERP Fundamentals -ERP Application -ERP Navigation For Expert/ Moderate Intermediate Users
ERP – F06	Human Resource Management For Expert/ Moderate Intermediate Users
ERP – F06	Payroll Management System For Expert/ Moderate Intermediate Users

In Affiliation with





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Training Methodology

You'll learn through a comprehensive 'hands-on-training + case-study' method of instruction that will provide you the theoretical and practical knowledge that you can put to work immediately at your workplace.

Subject matter will be delivered via:

- Lecture and slide presentations
- Software demonstrations
- Class discussions
- Hands-on labs
- Assignments
 - Assignment Class Work- 2
 - Assignment Class Work- 3
 - Assignment Class Work- 4
 - Final Project
- Final Exam / Assessment

About the Program Instructor

The "ERP System Implementation" training program has designed by the 3D-Educators – Trainers and Consultants.

The "ERP System Implementation" Program has been conducted by Senior certified and qualified ERP Consultants and I.T. professionals, who having the huge experience of teaching and implementation of ERP. They have worked with various large commercial banks, Private, Multinational and public sector companies. The consultants are having the certification of ORACLE APPS and myERP Applications.

They trainers are foreign qualified and having the degrees of PhD, M.Phill, MBA, MSc and research background, More they having the experience of local and abroad.

As Consultant & Senior Trainers, the team of trainers ERP implementation, we at 3D Educators – Trainers & Consultants would not compromise on the faculty quality, that's where we train the professionals and enhanced their skills to the best to be the best.



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FOUNDATION MODULE

Topics

Introduction of ERP

- Characteristics of ERP
- Suppliers of ERP
- Benefits of ERP
- Tangible Benefits
- Intangible Benefits
- Short-term Benefits
- Cost Drivers to consider
- Pitfalls of ERP Solution
- Components of ERP
- Final Analysis, What is an ERP System?
- Understanding ERP Integration Model

ERP Evolution

- Return Formulas
- Calculating Benefits/ Cost Ratio Formula
- Benefit/Cost Ratio Example
- Calculating Return on Investments
- ROI Formula Example
- Calculating \$ value benefits of ERP
- How to achieve and sustain ERP advantage
- Next wave benefits of ERP

ERP Implementation Methodology

- How to implement ERP System
- ERP Project



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- Steps for successful implementation
- Organizing Project
- Steering Committee
- Creating Project Teams
- Defining Project timelines
- Measuring Project Performance
- Creating Project KPI (Key Performance Indicators)
- Matrix
- Prioritization of Potential Causes Matrix
- Project Kick-off
- Existing Data Assessment
- Hardware planning
- Project Pilot run
- Importance of Training for critical mass
- Go-Live

ERP Application Navigation

- Overview of ERP Application
- Starting Application and Logging On
- Choosing Application Responsibility
- Use Application Menus
- Getting Application Help
- Exit from Application



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ERP Application Administration Module

- ERP Application Administration
- Defining Application Users
- Login Window
- Responsibility Window
- Application Security
- Defining Application User
- Understanding User Window Components
 - User Name
 - Passwords
 - Understanding Person, Customer and Supplier
 - Defining Password Expiration Policies
 - Assigning Responsibilities
- Entering Users Information
- Assigning Responsibilities to Users
- New user validations
- Change Password
- Defining New Responsibilities
- Understanding Responsibility Window Components
- Understanding Request Security Group
- Creating News Responsibility
- Assigning New Responsibility to User



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Human Resource Management

Human Resource Management Module
(Advance/ Moderate/ Intermediate Users)

Session- 1 (Theory)

- Understanding HRMS
- Changing Role of Human Resource
- The Human Resource Cycle
- The Payroll Cycle
- Introduction to the HRMS Model
- People
- Work Structures
- Compensations and Benefits
- Assignments

Session -2 and 3 (Lab Work)

- Maintaining Personal information
- Querying a person using the Find Person Window
- Entering New Person Information
- Defining Grades
- Defining Positions
- Defining Salary Information
- Defining Qualifications (Technical / Educational)
- Saving a Personal Information
- Creating Increments
- Creating Promotions
- Creating Separations (Retirements/ Resignations / Expire etc.)
- Generating Employee Full and Final Settlements



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Terms & Conditions

WITHDRAWAL FROM THE DIPLOMA/CERTIFICATION

Students are not allowed to withdraw from the Diploma. If a student cannot continue the Diploma his/her fee will be forfeited.

CONDUCT AND DISCIPLINE

A disciplinary action, leading to rustication, will be taken against students whose conduct is found objectionable at any time during the course of study. Reference will be made to 3D Educators code of conduct.

EVALUATION AND GRADING

The performance of students is evaluated through continuous observation of a student's performance in the Diploma – class participation, submission of assignments, quizzes and exercises.



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The student will be examined through three hourly exams conducted at the midterm and a final exam at the end of the program. Total marks for passing the Diploma will be 60 out of a total of 100.

Students who do not meet the attendance or any other eligibility criteria will not be allowed to appear in the final examination.

The following grading plan will be applicable for the Diploma:

A	87 - 100
B+	81 - 86
B	72 - 80
C+	66 - 71
C	60 - 65
F	below 60



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Students who are unable to appear for the final exam are required to submit a written application stating the reason for not appearing for the exam. 3D Educators reserves the right to approve or deny such applications. If approved, the student will be allowed to sit for the exam within one month. Failure to do so, the student will be resubmit the examination fee and sit the future schedule exam. Without passing of the exams no certification will be awarded.

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ONLINE LIVE CLASSES FACILITY AVAILABLE

- Instructor Led Training
- Real Time Presentations
- Interactive Classes
- Complete Notes and Other Stuff shall be provided through our Secure Student Login Member's Area
- For Online Live Classes, you may please download the Admission Form through our website <http://www.3deducators.com>. Fill it properly and attached the required document along with Picture and send back to info@3deducators.com with scanned fee submitted voucher in the bank.
- For Pakistan you may submit the fee at any MCB Branch with the title of "3D EDUCATORS-TRAINERS & CONSULTANTS".
- If you are outside Pakistan then you may transfer via Bank to Bank or any western union, Fast Track, Money Gram or else International Transfer Body.
- After Admission, if you don't have GMAIL Account then you are requested to kindly make one GMAIL Account and shared it info@3deducators.com. Then further correspondence shall be made by our institute official.
- Extra Bandwidth Charges shall be incurred.

DISTANCE NOT MATTER

You can join in the live classes Sessions of 3D EDUCATORS – TRAINERS & CONSULTANTS from anywhere of the world.



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PRECAUTIONARY MEASURES

- During Classes, you are requested to make sure that you are in isolated room, where no noise should be there except your voice.
- Kindly Switch Off your Cell Phone during the class, because it will disturb the quorum of class.
- If you have taken the admission in the course online lonely, then ethically it is recommended and suggested that you alone in the class.
- Recording of Lectures are not allowed at your end.

This world is emerging and growing in the 21st Century very rapidly because of latest and remarkable technologies and its advancement. Due to advancement of technology, we 3D EDUCATORS offer Live Interactive class sessions

3D EDUCATORS believe on Information Technology and its systems. Now you can also avail this facility at your home.

CONTACT US

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021-34857148

info@3deducators.com

<http://www.3deducators.com>

Get the Admission Form

Download Form | 

**MANAGEMENT
3D EDUCATORS
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SAMPLE CERTIFICATE



CERTIFICATE

Invest In People the Only Asset that Appreciates...

*The Certificate Witnesseth that
Dr. Muhammad Allama Iqbal
Has Successfully Completed the 36-Hours Training of the
Enterprise Resource Planning - ERP*

Conducted By

3D EDUCATORS - TRAINERS & CONSULTANTS

From 22 Nov 2009 To 22 Jan 2010

CERTIFICATE ID: 3DCIA1010/5/2003093



Principal of Institute

Global Partner - International Management Research & Technology Consortium - IMRTC USA
Global Partner - PECB CANADA, Partner Institute of SDC - Government of Pakistan