



SAP HCM

Sap S4 Hana

Training Program

Who Can Do?

Before entering the program, candidates must have knowledge of Human Resource Functions, and any other business application. Candidates may also have the background of human resource system and business domain, which S/he interested to join the SAP S4 HANA.

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

since
1997

**Program is
offered by**

**3 D EDUCATORS
INT**

22 Years of
Excellence in
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Development

**Invest in
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Table of Content

Detail

Inauguration

Structure

Topics & Time Allocation

Other Learning Activities

About the Program Designer & Instructor

Syllabus

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About the Program Instructor

The “SAP - ERP System Implementation” training program has designed by the 3D-EDUCATORS – TRAINERS AND CONSULTANTS.

The “SAP S4 HANA ERP System Implementation” Program has been conducted by senior certified and qualified SAP HCM 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 SAP Applications.

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

Inauguration

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

Program Structure

No of classes per week	01 Class
Duration of each class	02 – Hour

Other Learning Activities

Classroom Assignments	15
Presentations by Trainees	01

As Consultant & Senior Trainers, the team of trainers of SAP 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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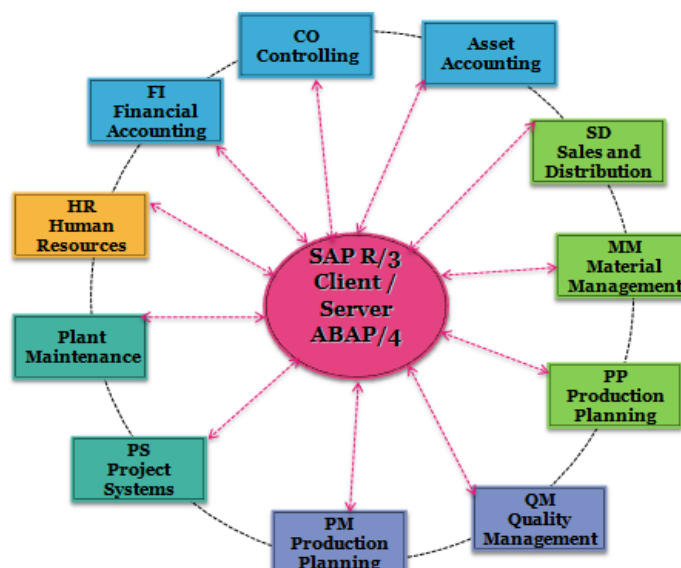


ABOUT SAP S4 HANA MODULES | SAP S4 HANA MODULES LIST OVERVIEW

SAP S4 HANA Modules overview: – SAP stands for “Systems, Applications and Products in data processing “and it is the fourth largest software company in the world. SAP provides end to end solutions for financials, manufacturing, logistics, distribution etc. Each SAP module is integrated with other modules. SAP System divided in to two types of modules such as functional modules and technical modules.

The important SAP modules used by organization are FICO (Financials and Controlling), MM-(Materials Management), SD (Sales & Distribution), HR (Human Resources), PP (Production Planning), Project System PS.

SAP S4 HANA Modules Integration





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1. Introduction to SAP & HCM Overview

- Overview of SAP ERP
- SAP modules and integration (FI, CO, MM, SD, HCM)
- Role of HCM in enterprise systems
- SAP GUI navigation & basics
- Organizational structure in SAP

2. Organizational Management (OM)

- Enterprise Structure vs Personnel Structure
- OM objects (O, S, C, P, K)
- Relationships (A/B relationships)
- Infotypes in OM (IT1000, IT1001, IT1002)
- Creating Organizational Units, Jobs, Positions
- Evaluation paths
- Reporting structure
- Designing org structure for a company
- Mapping real-world hierarchy into SAP
- OM integration with Personnel Administration

3. Personnel Administration (PA)

- Employee lifecycle management
- Infotypes overview:
 - IT0000 (Actions)
 - IT0001 (Organizational Assignment)
 - IT0002 (Personal Data)
 - IT0006 (Addresses)
 - IT0008 (Basic Pay)
- Personnel actions (Hiring, Transfer, Termination)
- Number ranges & employee grouping
- Configuring personnel actions
- Customizing infotypes
- Data consistency between OM & PA



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4. Time Management (TM)

- Work schedules (daily, weekly, monthly)
- Public holiday calendars
- Absences & attendances
- Time evaluation (schemas & rules)

- Time recording methods
- Designing leave policies
- Configuring shift schedules
- Integration with Payroll

5. Payroll (PY)

- Payroll process overview
- Payroll schema & rules
- Wage types
- Earnings & deductions
- Payroll control record
- Retroactive accounting

- Configuring payroll schema
- Country-specific payroll (localization)
- Payroll simulation & execution

6. Recruitment (RCM / e-Recruitment)

- Hiring process workflow
- Applicant data management
- Vacancy management
- Integration with OM & PA



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7. Training & Event Management

- Course creation
- Resource management
- Training schedules
- Attendee booking

8. Performance Management & Appraisals

- Appraisal templates
- Objective setting
- Evaluation process

9. Compensation Management

- Salary structures
- Bonus planning
- Incentive schemes

10. SAP HCM Reporting & Analytics

- Standard reports
- Ad-hoc query
- Logical databases (PNP, PNPCE)
- Basic ABAP query usage

11. Authorization & Security

- User roles and profiles
- Authorization objects in HCM
- Data security and access control



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12. Integration with Other Modules

- Integration with:
 - Finance (FI)
 - Controlling (CO)
 - SuccessFactors (cloud HCM)
- Third-party integrations

13. SAP HCM Customizing (SPRO – Implementation Core)

- Enterprise structure configuration
- Personnel structure setup
- Feature configuration (PE03)
- Table configuration (SM30)
- Schema customization
- User exits & enhancements

14. SAP HCM Implementation Lifecycle

- Project phases:
 - Project Preparation
 - Business Blueprint
 - Realization
 - Final Preparation
 - Go-Live & Support
- Documentation:
 - Business Blueprint Document (BBP)
 - Functional Specifications (FS)
 - Configuration Documents

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15. Data Migration & LSMW

- Legacy data migration
- Using LSMW (Legacy System Migration Workbench)
- Data validation & testing

16. Testing & Go-Live Activities

- Unit Testing
- Integration Testing
- UAT (User Acceptance Testing)
- Cutover planning
- Go-live checklist

17. Real-Time Project Scenarios

- Hiring workflow setup
- Payroll configuration for a company
- Leave policy implementation
- Organizational restructuring

18. Certification Preparation Topics

- SAP HCM certification exam structure
- Important topics:
 - OM + PA (high weightage)
 - Payroll basics
 - Time management concepts
- Practice questions & mock exams

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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.
Plot # 13, 1st Floor, Opposite Suez Canal House, D.A Scheme # 7, Main University Road - Karachi
Ph: 021-34857148, 021-341141329, 0233-2402474, info@3deducators.com, <http://www.3deducators.com>

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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.

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