



SAP HCM for S/4 HANA Training Curriculum

STRUCTURE



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“This SAP HR/HCM course will give you a practical hands-on training in SAP, from the business point of view.”

About Croma Campus:

Croma Campus Training & Development Private Limited is an education platform since 2010 providing rigorous industry-relevant programs designed and delivered in collaboration with world-class faculty and industry.

- Hands-On Live Projects
- Simulation Test Papers
- Industry Cases Studies
- 61,640+ Satisfied Learners
- 140+ Training Courses
- 100% Certification Passing Rate
- Live Instructor Classroom / Online Training
- 100% Placement Assistance

Course Objectives:

- Learn end-to-end features implementation in SAP HCM module within an organization.
- Get full and comprehensive details of SAP HCM module that is necessary to become an expert SAP HCM professional.
- Learn about different SAP HCM components and how to implement them effectively.
- Gain all necessary skills and add them to your resume for getting hired by top Companies.
- Prepare for related global certification exam and gain important credentials.

Course Description:

SAP HCM also named as SAP HR module is one of the most important ERP modules that helps in monitoring and managing the entire human resource operations like recruitment, payroll, performance management, termination, general administration, and lots more. SAP HCM is needed by almost organizations to manage their people effectively. This is the reason HR professionals are hired by Companies to train people and cultivate the skills of employees by understanding their needs and aligning the goals of people with goals of an organization.

In a nutshell, automation of all basic HR components such as payroll, employee administration, and legal reporting increase the efficiency of an organization and supports compliances with changing global industry regulations. This module can be successfully integrated with other SAP modules like FI, BI, and more.

Key components of our SAP HCM training module are:

- Organizational Management,
- Time Management,
- Payroll Management,
- Personnel Administration,
- Recruitment Planning,
- Training & Event Management,

- Travel Management, etc.

The SAP HCM course is generally intended for:

- SAP Consultants,
- MBA(HR) Professionals
- Anyone with HR Domain Knowledge,
- Business Analyst,
- SAP HR-ABAP Consultants,
- ABAP Consultants,
- Project Team members, or
- Any fresh graduate who want to start a career in SAP HR/HCM.

So, start a memorable career journey in SAP HCM space with Croma Learning Campus right away!

Croma Campus Training Program Deliverables:

- **Session Recordings** - Original Class Room Voice & Video Recording
- **Training Material** - Soft Copy Handbooks
- **Assignments** | Multiple Hands-on Exercises
- **Test Papers** - We provide **Practice Test** as part of our course to help you prepare for the actual certification exam.
- **Live Case Studies**
- **Live Projects** - Hands-on exercises and Project work. You will work on real time industry-oriented projects and assignments for each module to practice.
- **Key focus on Hands-on exercises and Project work.** You will work on real time industry-oriented projects.
- Faculty with more than **10+ Years of Experience** in the Industry.
- **Technical Resume Designing & Job Assistance:** With more than 100+ Clients across the Globe and we help learners to get a good job in their respective field. We also help learners with resume preparation.
- **Interview Q&A**
- **About Croma Campus Training Certificate:** Croma Campus will provide you with an industry-recognized (Certified by **ISO 9001:2015 & E-Cell IIT Jodhpur**) course completion certificate which has lifelong validity.
- **How I Unlock my Croma Campus Certificate:** Attend Complete Batch & Submit at least One Completed Project.

Course Content:

Module 1: Introduction

- Introduction to SAP HCM
- Who is a SAP HR?
- SAP HCM on premise edition for S/4 HANA
- Benefits of SAP HCM on premise edition
- What is Sap S/4 HANA?
- How to use S/4 HANA and HCM together?

Module 2: Concepts of Org Management & Personnel Administration

- Create Plan Objects, Additional Object Types,
- Task Description/Department/Staff
- Organizational Structure (Simple Maintenance & Expert Mode)
- Account assignment features, Structure Maintenance
- Configure Positions and Jobs
- Cost Center Assignment
- Reporting Relationships
- Organizational Structure Report
- Personnel Action, Hiring, Employee Master Data
- PA Info Types Maintenance, Dynamic Actions

Module 3: Enterprise Structure & Personnel Structure

- Personnel Area, Personnel Sub Area,
- The Employee Group and the Employee Subgroup
- Assignment of ES & PS

Module 4: Recruitment

- Recruitment Medium & Instruments
- Applicant Master Data
- Applicant Actions, Applicant Activity
- Letter Generation & SAP Phone Integration
- Transfer Applicant Data to employee Master Data
- Report Generation, Recruitment Info Types Maintenance

Module 5: Time Management/Travel Management/Talent Management

- Recording & Evaluating Time Data in SAP Certified Application Associate
- Shift Planning, Holiday Calendar, Break Schedules
- Work Schedule Rule, Deduction Rule, Counting Rule
- Time Managers Work Place
- Time info types Maintenance, Absence, Attendance Quotas
- Sap Travel Management
- Sap e-learning solutions
- SAP e-recruiting

Module 6: Payroll & Benefits

- Payroll Period, Payroll Area, Control Record
- Retroactive Accounting, Wages Types
- Garnishments, Deductions
- Pay scale Group/ Area/ Level
- Generation of Remuneration Statement
- Benefit Plans Health Plans, Insurance Plan, Savings Plan

Module 7: Placement Guide

- Tips to clear an Interview
- Common Interview questions and answers
- SAP HCM for S/4 HANA Interview Questions and Answers
- Resume Building Guide
- Attempt for SAP HCM Global Certification Exam
- Start applying for Jobs