

# **SAP HCM**

#### **Content**

#### **THR10**

- 1. Introduction to HCM Business Processes
  - o Explain the Main HCM Business Processes
- 2. HCM Structures Configuration
  - o Configure Human Capital Management Structures
  - Customize the Personnel Structure
  - o Update the Organizational Structure
- 3. Wage Type Configuration
  - Configure Wage Types
  - Set Up Default Wage Types
- 4. Customizing Procedures and Interfaces
  - Infotype Characteristics
  - Screen Modifications
  - o Create Infotype Menus
  - Create a Personnel Action
  - o Create a Dynamic Action
- 5. Work and Break Schedules
  - Create Work and Break Schedules
    - Daily and Period Work Schedules
  - o Configure Quota Entitlements
  - Accruals and Deduction Rules
  - Configure System Reaction to Collision of Time Infotype Records

## **THR12**

#### 1. Payroll Processing

- o Run a Productive Payroll
- Personnel Calculation Rules
- Wage Type Valuation
- Absence Valuation
- o Average Processing

### 2. Retroactive Accounting

- o Determine Retroactive Accounting Criteria
- 3. Logical Databases and Queries
  - o Define Logical Databases
  - Create Infosets
  - o Build Queries Using Ad Hoc Query and SAP Query

# 4. Organizational Structure Configuration

- o Configuration of Organizational Structure
  - Expert Mode
  - Simple Maintenance
  - Organization and Staffing Interface
- Configuration Using General Structures
- Maintenance of Organizational Units



# Object Relationships and Evaluation Paths Maintain Object Relationships Create Evaluation Paths Set Up Evaluations and Reporting