SAP Success Factors

– Introduction to INSTANCE(1st week)

Session#1: Why Cloud?
       Why SuccessFactors?
       SuccessFactors Core & Talent Management modules Overview
       Role of Professional services consultant

Session#2: SuccessFactorsBizX methodology
       Accelerators, configuration workbooks, Estimations et.,
       SuccessFactorsBizXpert architecture
       Business Execution process in details

Session#3: Understanding SuccessFactors terminology
       Introduction to instance
       Introduction to Provisioning
       Useful links in success factors
       Partner Portal, community etc.,
       Common terms of Success factors

Session#4: Home-Page acquaintance
       Portlets, Dashboards, Tile browser
       Navigating Main Menu, Welcome Menu

Session#5: Welcome Menu Options
       My Favorites list
       Search functionality

– Introduction to Mastery (2nd week)

Session#6: Personalizing the Instance
      Welcome Portlets
       Company logo, Theme manager
       Theme manager, e-mail notifications, etc.

Session#7: Introduction to Organization chart
      Directory in Org. chart
      Resources in Org. chart
      Personal card in detail

Session#8: Introduction to Position Org. Chart
      Add lower position
      Add peer position
      Manage position

Session#9: Introduction to Position Org. Chart (cont...)
      Internal number ranges
      Advanced position management
      Internal number ranges to position

Session#10: Introduction to Data (.csv) files
      Export employee
      Import employee
      Manage employee

– Employee Central (3 week)

Session#11: Data Models: Corporate data model
      Succession data model
      Country-specific corporate data model
      Country-specific succession data model

Session#12: Foundational Objects configuration

    Organizational Foundational Objects

    Job Foundational Objects

    Pay Foundational Objects

Session#13: Generic Objects, Cost center

    Other FO, Workflow configuration

    Other FO, Event reason

    Other FO, Dynamic role

Session#14: Introduction to Proxy management

    Add/Hire new Employee

    Understanding New Hire workflow

    Monitoring Workflows

Session#15: Introduction to Employee profile

    Employee Self Service

    Manager Self Service

    Data Change workflow

Employee Central(4th week)

Session#16: Introduction to Role-Based Permission (RPB)

    User permissions, Administrator Permissions.

    Permission Roles, Permission Groups

    Manage Security

Session#17: Introduction to Extended Markup Language (XML)

    Working with XML Pad

    Document Type Definition (DTD) files

    Creating/Modifying Rules

Session#18: Introduction to MDF (Meta Data Framework)

    Generic Objects – Cost Centers

    Manage Advance Objects

    Manage Configuration UI

Session#19: Picklist Management

Working with Propagation rules

EC – Payroll Overview

Leave of Absence – Overview

Session#20: Introduction of Time Off

Define Holiday Calendar and work schedule

Define Time Type and Time profiles

Set up Time Off for Employees

– Goal & Performance Management (5th week)

Session#21: Introduction to Goal Management

Goal plan template – Basic

Goal plan template – Extended

Accessing Goal plan from Menu

Session#22: Introduction to Goal Management (Cont.)

SMART goals, cascading goals

Goal Execution

Goal Library

Session#23: Introduction to Performance Management

Accessing Performance v12 forms

Performance review

Competencies

Session#24: Introduction to Performance Management (cont.)

Rating Scale

Route Map

Stack Ranker

Session#25: Introduction to Performance Management (cont.)

360 review

Calibration overview

Compensation overview

– Misc.(6ᵗʰ week)

Session#26: Introduction to Analytics
      Standard Reports
      Ad-Hoc Reports
     Creating new reports, Filters, etc.

Session#27: Introduction to Social Collaboration
     SuccessFactors JAM
     SuccessFactors Mobile
     Activating/Registering Smartphone

Session#28: Introduction to Integration
     Side-by-side deployment
     Full cloud deployment
     Talent-Hybrid deployment

Session#29: Resume preparation
      FAQs in Interview
      Certification Guidance
      Misc.

Session#30: Open Session