HR110

Business Processes in HCM Payroll

COURSE OUTLINE

Course Version: 2205 and ILP 22
Course Duration:

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Typographic Conventions

American English is the standard used in this handbook.

The following typographic conventions are also used.

This information is displayed in the instructor's presentation	
Demonstration	
Procedure	
Warning or Caution	
Hint	
Related or Additional Information	
Facilitated Discussion	
User interface control	*Example text*
Window title	*Example text*

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Course Overview

TARGET AUDIENCE

This course is intended for the following audiences:

- Project Manager
- Application Consultant
- Development Consultant
- Technology Consultant
- Support Consultant
- Data Consultant
- Super / Key / Power User
- Business User
- Business Process Architect
- Solution Architect

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UNIT 1 Describing Payroll Basics

Lesson 1: Introducing SAP Payroll

Lesson Objectives

After completing this lesson, you will be able to:

- Explain elements and components of SAP Payroll

Lesson 2: Maintaining Helpful Basic Settings

Lesson Objectives

After completing this lesson, you will be able to:

- Maintain helpful basic settings for HCM Payroll in an SAP system

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UNIT 2

Working with Employee Master Data for Payroll and Personnel Actions

Lesson 1: Determining Payroll-Relevant Employee Master Data

Lesson Objectives

After completing this lesson, you will be able to:

- Determine if Employee Master Data is relevant to payroll

Lesson 2: Viewing Master Data

Lesson Objectives

After completing this lesson, you will be able to:

- View employee master data

Lesson 3: Changing Existing Master Data

Lesson Objectives

After completing this lesson, you will be able to:

- Change payroll-relevant employee master data with transaction PA30

Lesson 4: Creating Payroll-Relevant Employee Master Data

Lesson Objectives

After completing this lesson, you will be able to:

- Create payroll-relevant Employee Master Data with transaction PA40 when following personnel processes

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UNIT 3 Exploring the Payroll Process

Lesson 1: Using Transactions to Perform a Payroll Run

Lesson Objectives

After completing this lesson, you will be able to:

- Use transactions and the payroll control record to perform a payroll run

Lesson 2: Running the Payroll Process Using a Payroll Control Record

Lesson Objectives

After completing this lesson, you will be able to:

- Run the payroll process by using a payroll control record with error-free master data

Lesson 3: Simulating a Payroll Run

Lesson Objectives

After completing this lesson, you will be able to:

- Explain the benefits of simulating a payroll run and executing a simulation run

Lesson 4: Running the Payroll Process with Corrected HR Master Data

Lesson Objectives

After completing this lesson, you will be able to:

- Correct errors in a payroll run within the payroll status (Infotype 0003) and by using search help (Matchode W)

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UNIT 4 Exploring Payroll Scenarios

Lesson 1: Running Payroll with Retroactive Accounting

Lesson Objectives

After completing this lesson, you will be able to:

- Run payroll with retroactive accounting

Lesson 2: Running Payroll for Employees That Have Left the Company

Lesson Objectives

After completing this lesson, you will be able to:

- Run payroll for employees after they have left the company

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UNIT 5 Troubleshooting and Resolving Typical Errors with Payroll

Lesson 1: Troubleshooting and Resolving Typical Errors with Payroll

Lesson Objectives

After completing this lesson, you will be able to:

- Resolve errors due to wrong handling of payroll processes

Lesson 2: Recognizing Typical Errors in Customizing for Payroll

Lesson Objectives

After completing this lesson, you will be able to:

- Change payroll settings in Customizing to resolve errors

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UNIT 6 Describing Subsequent Activities

Lesson 1: Displaying and Managing Payroll Reports

Lesson Objectives

After completing this lesson, you will be able to:

- Display the most important reports in payroll

Lesson 2: Performing a Posting Run to Financial Accounting (FI)

Lesson Objectives

After completing this lesson, you will be able to:

- Perform a posting run to financial accounting (FI)

Lesson 3: Preparing and Generating a Bank Transfer

Lesson Objectives

After completing this lesson, you will be able to:

- Prepare and generate a bank transfer

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UNIT 7 Locating Additional Resources

Lesson 1: Locating Additional Resources and Performance Aids

Lesson Objectives

After completing this lesson, you will be able to:

- Access additional information and performance aids

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