

# HRSF1

## Explore SAP SuccessFactors Solutions

### COURSE OUTLINE

Course Version: 2405

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*

# Contents

## vii Course Overview

### 1 Unit 1: Articulating the Components of SAP SuccessFactors Platform

- |   |   |
|---|---|
| 1 | Lesson: Understanding SAP SuccessFactors Platform                                 |
| 1 | Lesson: Administering SAP SuccessFactors Platform                                 |
| 1 | Lesson: Describing Permissions and Security Model in the SAP SuccessFactors Suite |

### 3 Unit 2: Understanding SAP SuccessFactors Employee Central

- |   |   |
|---|---|
| 3 | Lesson: Managing Employee Data  |
| 3 | Lesson: Integrating SAP SuccessFactors Employee Central with other SAP SuccessFactors Solutions |

### 5 Unit 3: Hiring Using SAP SuccessFactors Recruiting

- |   |   |
|---|---|
| 5 | Lesson: Explaining the Main Pillars of SAP SuccessFactors Recruiting        |
| 5 | Lesson: Reviewing the Recruiter Experience in SAP SuccessFactors Recruiting |
| 5 | Lesson: Reviewing the Candidate Experience in SAP SuccessFactors Recruiting |

### 7 Unit 4: Using SAP SuccessFactors Onboarding

- |   |   |
|---|---|
| 7 | Lesson: Onboarding a New Hire                               |
| 7 | Lesson: Offboarding an Exiting Employee                     |
| 7 | Lesson: Integrating with other SAP SuccessFactors Solutions |

### 9 Unit 5: Using SAP SuccessFactors Performance and Goals

- |   |   |
|---|---|
| 9 | Lesson: Describing SAP SuccessFactors Performance and Goals                   |
| 9 | Lesson: Understanding SAP SuccessFactors Continuous Performance Management    |
| 9 | Lesson: Performing Calibration with SAP SuccessFactors Performance Management |
| 9 | Lesson: Outlining the 360 Review Process                                      |

### 11 Unit 6: Managing Careers with SAP SuccessFactors Career Development Planning

- |    |  |
|----|--|
| 11 | Lesson: Understanding SAP SuccessFactors Career Development Planning |
|----|--|

<b>13</b>	<b>Unit 7:</b>	<b>Managing Employee Learning with SAP SuccessFactors Learning</b>
13		Lesson: Using SAP SuccessFactors Learning
<b>15</b>	<b>Unit 8:</b>	<b>Planning Succession with SAP SuccessFactors Succession Management</b>
15		Lesson: Managing Succession with SAP SuccessFactors Succession Management
<b>17</b>	<b>Unit 9:</b>	<b>Using SAP SuccessFactors Compensation</b>
17		Lesson: Describing SAP SuccessFactors Compensation
<b>19</b>	<b>Unit 10:</b>	<b>Reporting with SAP SuccessFactors People Analytics</b>
19		Lesson: Understanding SAP SuccessFactors People Analytics
19		Lesson: Working with Table Reports
19		Lesson: Working with Story Reports
<b>21</b>	<b>Unit 11:</b>	<b>Appendix</b>
21		Lesson: Exploring related SAP SuccessFactors Learning Journeys

# Course Overview

## **TARGET AUDIENCE**

This course is intended for the following audiences:

- Executive
- Application Consultant
- Business Process Owner/Team Lead/Power User





# UNIT 1

# Articulating the Components of SAP SuccessFactors Platform

## Lesson 1: Understanding SAP SuccessFactors Platform

### Lesson Objectives

After completing this lesson, you will be able to:

- Articulate the foundational components of SAP SuccessFactors Platform

## Lesson 2: Administering SAP SuccessFactors Platform

### Lesson Objectives

After completing this lesson, you will be able to:

- Set up and administrate key functions and processes of SAP SuccessFactors Platform

## Lesson 3: Describing Permissions and Security Model in the SAP SuccessFactors Suite

### Lesson Objectives

After completing this lesson, you will be able to:

- Describe the permissions and Security Model used in SAP SuccessFactors Suite



## UNIT 2

# Understanding SAP SuccessFactors Employee Central

### Lesson 1: Managing Employee Data

#### Lesson Objectives

After completing this lesson, you will be able to:

- Manage employee data with People Profile

### Lesson 2: Integrating SAP SuccessFactors Employee Central with other SAP SuccessFactors Solutions

#### Lesson Objectives

After completing this lesson, you will be able to:

- Input employee data into Employee Central to populate other SAP SuccessFactors solutions



### **Lesson 1: Explaining the Main Pillars of SAP SuccessFactors Recruiting**

#### **Lesson Objectives**

After completing this lesson, you will be able to:

- Identify the components of SAP SuccessFactors Recruiting

### **Lesson 2: Reviewing the Recruiter Experience in SAP SuccessFactors Recruiting**

#### **Lesson Objectives**

After completing this lesson, you will be able to:

- Initiate and complete the hiring process with SAP SuccessFactors Recruiting

### **Lesson 3: Reviewing the Candidate Experience in SAP SuccessFactors Recruiting**

#### **Lesson Objectives**

After completing this lesson, you will be able to:

- Create engaging career sites with Career Site Builder
- Improve candidate engagement with Candidate Relationship Management
- Utilize sourcing spend with Recruiting Advanced Analytics



## UNIT 4

# Using SAP SuccessFactors Onboarding

### Lesson 1: Onboarding a New Hire

#### Lesson Objectives

After completing this lesson, you will be able to:

- Onboard new employees using the Onboarding dashboard

### Lesson 2: Offboarding an Exiting Employee

#### Lesson Objectives

After completing this lesson, you will be able to:

- Outline the offboarding process for exiting employees

### Lesson 3: Integrating with other SAP SuccessFactors Solutions

#### Lesson Objectives

After completing this lesson, you will be able to:

- Explain how SAP SuccessFactors Onboarding integrates with other SAP SuccessFactors solutions





## Lesson 1: Describing SAP SuccessFactors Performance and Goals

### Lesson Objectives

After completing this lesson, you will be able to:

- Identify the key features and functionality of SAP SuccessFactors Goal Management and Performance Management.

## Lesson 2: Understanding SAP SuccessFactors Continuous Performance Management

### Lesson Objectives

After completing this lesson, you will be able to:

- Use SAP SuccessFactors Continuous Performance Management to support employee growth and development

## Lesson 3: Performing Calibration with SAP SuccessFactors Performance Management

### Lesson Objectives

After completing this lesson, you will be able to:

- Describe the different calibration views

## Lesson 4: Outlining the 360 Review Process

### Lesson Objectives

After completing this lesson, you will be able to:

- Receive Feedback using the 360 Review Process



## UNIT 6

# Managing Careers with SAP SuccessFactors Career Development Planning

### Lesson 1: Understanding SAP SuccessFactors Career Development Planning

#### Lesson Objectives

After completing this lesson, you will be able to:

- Identify the features and functionality of SAP SuccessFactors Career Development Planning



## UNIT 7

# Managing Employee Learning with SAP SuccessFactors Learning

### Lesson 1: Using SAP SuccessFactors Learning

#### Lesson Objectives

After completing this lesson, you will be able to:

- Define terminology used in SAP SuccessFactors Learning
- Demonstrate how to navigate within SAP SuccessFactors Learning as a User and Admin
- Review the security model in SAP SuccessFactors Learning
- Describe migration and maintenance of data in SAP SuccessFactors Learning



## UNIT 8

# Planning Succession with SAP SuccessFactors Succession Management

### Lesson 1: Managing Succession with SAP SuccessFactors Succession Management

#### Lesson Objectives

After completing this lesson, you will be able to:

- Explain the benefits of using SAP SuccessFactors Succession Management
- Define nomination methods and identify succession tools
- Discuss Presentations





## UNIT 9

# Using SAP SuccessFactors Compensation

### Lesson 1: Describing SAP SuccessFactors Compensation

#### Lesson Objectives

After completing this lesson, you will be able to:

- Outline the compensation process (salary and bonus)
- Explain how the Reward and Recognition (Spot Awards) program works



## Lesson 1: Understanding SAP SuccessFactors People Analytics

### Lesson Objectives

After completing this lesson, you will be able to:

- Describe Canvas, Dashboard and Tiles, Table, and Story reports

## Lesson 2: Working with Table Reports

### Lesson Objectives

After completing this lesson, you will be able to:

- Create and Run Table reports

## Lesson 3: Working with Story Reports

### Lesson Objectives

After completing this lesson, you will be able to:

- Create Story reports



## **Lesson 1: Exploring related SAP SuccessFactors Learning Journeys**

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Access related SAP SuccessFactors Learning Journeys and resources