

# S4HR11

## Business Processes in HCM Payroll for S/4HANA

### COURSE OUTLINE

Course Version: 2412  
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:

- Application Consultant
- Development Consultant
- Business Analyst
- Business Process Owner/Team Lead/Power User



## 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



## 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



## 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 (Matchcode W)



**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



## 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



## 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



## 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