HR400

SAP ERP HCM Payroll Configuration

COURSE OUTLINE

Course Version: 15
Course Duration: 5 Day(s)

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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
- Super / Key / Power User
- Data Consultant
- IT Support

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UNIT 1 Payroll Basics

Lesson 1: Processing Payroll

Lesson Objectives

After completing this lesson, you will be able to:

- Process payroll for a new employee

Lesson 2: Identifying SAP Payroll Concepts

Lesson Objectives

After completing this lesson, you will be able to:

- Identify SAP Payroll concepts

Lesson 3: Copying Schemas

Lesson Objectives

After completing this lesson, you will be able to:

- Copy a schema including functions and personnel calculation rules

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UNIT 2 Personnel Calculation Rules

Lesson 1: Identifying Personnel Calculation Rules

Lesson Objectives

After completing this lesson, you will be able to:

- Group employees for payroll processing

Lesson 2: Processing Internal Payroll Tables

Lesson Objectives

After completing this lesson, you will be able to:

- Use personnel calculation rules to process various payroll tables

Lesson 3: Creating Personnel Calculation Rules

Lesson Objectives

After completing this lesson, you will be able to:

- Create a customer-specific personnel calculation rule

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UNIT 3 Payroll Initiation

Lesson 1: Identifying the Attributes of the Payroll Initialization Schema

Lesson Objectives

After completing this lesson, you will be able to:

- Display the attributes of the payroll initialization schema

Lesson 2: Identifying Employee Master Data in Internal Payroll Tables

Lesson Objectives

After completing this lesson, you will be able to:

- Identify employee master data imported into internal tables
- Identify the attributes of the Work Center/Basic Pay (WPBP) table filled during the payroll run

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UNIT 4 Wage Type Valuation

Lesson 1: Interpreting Payroll Processing Rules

Lesson Objectives

After completing this lesson, you will be able to:

- Interpret rules and modifiers which control payroll table access

Lesson 2: Setting Up Constant Valuation Bases

Lesson Objectives

After completing this lesson, you will be able to:

- Set up a constant valuation bases

Lesson 3: Creating Person-Related Valuation Bases

Lesson Objectives

After completing this lesson, you will be able to:

- Create person-related valuation bases using the personnel hourly rate of employees

Lesson 4: Creating Derived Wage Types

Lesson Objectives

After completing this lesson, you will be able to:

- Create derived wage types to process additional remuneration

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UNIT 5 Absence Valuation

Lesson 1: Setting up the Valuation of Absences

Lesson Objectives

After completing this lesson, you will be able to:

- Set up an absence valuation grouping

Lesson 2: Assigning Counting Classes

Lesson Objectives

After completing this lesson, you will be able to:

- Assign a counting class to count employee absences

Lesson 3: Managing Day Rules

Lesson Objectives

After completing this lesson, you will be able to:

- Create day rules which impact payroll calculations
- Create an absence for an employee

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UNIT 6 Time Wage Type Selection

Lesson 1: Managing Time Wage Types

Lesson Objectives

After completing this lesson, you will be able to:

- Identify time wage types used during payroll processing

Lesson 2: Setting Up Time Wage Type Selection Using Rules

Lesson Objectives

After completing this lesson, you will be able to:

- Use time wage type selection rules

Lesson 3: Defining Wage Type Generation Rules

Lesson Objectives

After completing this lesson, you will be able to:

- Define wage type generation rules

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UNIT 7 Payroll Factoring

Lesson 1: Setting Up Payroll Factoring

Lesson Objectives

After completing this lesson, you will be able to:

- Identify where partial period parameters are found in a payroll log

Lesson 2: Setting Up Personnel Calculation Rules for Factoring

Lesson Objectives

After completing this lesson, you will be able to:

- Set up the calculation of remuneration using personnel calculation rules and partial period factors

Lesson 3: Identifying Cost Accounting Elements

Lesson Objectives

After completing this lesson, you will be able to:

- Identify remuneration elements distributed to secondary wage types in cost accounting

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UNIT 8 Cumulation Wage Types

Lesson 1: Outlining Cumulation and Storage Wage Types

Lesson Objectives

After completing this lesson, you will be able to:

- Determine how to find cumulation wage types based on master data
- Update cumulation wage types

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UNIT 9 Retroactive Accounting

Lesson 1: Identifying Retroactive Accounting Differences

Lesson Objectives

After completing this lesson, you will be able to:

- Identify retroactive accounting differences

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UNIT 10 Average Processing

Lesson 1: Creating Average Calculation Bases

Lesson Objectives

After completing this lesson, you will be able to:

- Create an average bases calculation

Lesson 2: Setting Up Average Calculation Rules

Lesson Objectives

After completing this lesson, you will be able to:

- Set-up payroll rules to remunerate employees
- Adjust payroll calculations using averages

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