HR815

SAP SuccessFactors Onboarding Project Team Orientation

COURSE OUTLINE

Course Version: 2505
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:

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UNIT 1 Introducing the Project Team Orientation (PTO)

Lesson 1: Describing the PTO

Lesson Objectives

After completing this lesson, you will be able to:

- Define the purpose and goals of the PTO.

Lesson 2: Managing Data Protection and Privacy

Lesson Objectives

After completing this lesson, you will be able to:

- Locate Data Protection and Privacy resources.

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UNIT 2 Introducing SAP SuccessFactors Onboarding

Lesson 1: Exploring SAP SuccessFactors HCM Suite

Lesson Objectives

After completing this lesson, you will be able to:

- Review the SAP SuccessFactors HCM Suite.

Lesson 2: Describing SAP SuccessFactors Onboarding

Lesson Objectives

After completing this lesson, you will be able to:

- Describe SAP SuccessFactors Onboarding.

Lesson 3: Defining the Terminology of SAP SuccessFactors Onboarding

Lesson Objectives

After completing this lesson, you will be able to:

- Define the terminologies of SAP SuccessFactors Onboarding.

Lesson 4: Defining the SAP SuccessFactors Onboarding Prerequisites

Lesson Objectives

After completing this lesson, you will be able to:

- Check the prerequisites for enabling Onboarding.
- Compare Onboarding and Onboarding 1.0 features.

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UNIT 3 Explaining the SAP SuccessFactors Onboarding Process

Lesson 1: Navigating the SAP SuccessFactors Onboarding Process

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the SAP SuccessFactors Onboarding process.

Lesson 2: Initiating the Onboarding Process

Lesson Objectives

After completing this lesson, you will be able to:

- Initiate Onboarding from an Applicant Tracking System.
- Initiate Onboarding from SAP SuccessFactors Recruiting.
- Integrate Onboarding with SAP SuccessFactors Recruiting.
- Manually add a new hire into SAP SuccessFactors Onboarding.

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UNIT 4

Exploring the Hiring Manager, New Hire, and HR Experience within Onboarding Process

Lesson 1: Explaining Hiring Manager Experience

Lesson Objectives

After completing this lesson, you will be able to:

- Describe Hiring Manager Experience within the Onboarding process.

Lesson 2: Explaining New Hire Experience

Lesson Objectives

After completing this lesson, you will be able to:

- Describe New Hire Experience within the Onboarding process.

Lesson 3: Managing Pending Hires – HR Experience

Lesson Objectives

After completing this lesson, you will be able to:

- Onboard Pending Hires.

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UNIT 5 Explaining Compliance

Lesson 1: Adding Compliance into Onboarding

Lesson Objectives

After completing this lesson, you will be able to:

- Configure compliance settings.
- Describe compliance forms.

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UNIT 6 Exploring the Internal Hire and Rehire Process

Lesson 1: Configuring the Internal Hire Process - Crossboarding

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the Internal Hire Process.
- Configure Internal Hire Process.

Lesson 2: Defining the Rehire Process

Lesson Objectives

After completing this lesson, you will be able to:

- Explain the Rehire process with Onboarding.
- Perform legal entity transfer using Rehire Process.

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UNIT 7 Restarting the Onboarding Process

Lesson 1: Restarting the Onboarding Process for a Candidate

Lesson Objectives

After completing this lesson, you will be able to:

- Define manual and automatic Restart Onboarding Processes.
- Explain important system behaviors with Restart feature.

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UNIT 8

Explaining the SAP SuccessFactors Offboarding Process

Lesson 1: Navigating the SAP SuccessFactors Offboarding Process

Lesson Objectives

After completing this lesson, you will be able to:

- Describe SAP SuccessFactors Offboarding.
- Describe Offboarding experience and configuration.
- Describe how to configure Offboarding.

Lesson 2: Exploring the SAP SuccessFactors Offboarding Programs

Lesson Objectives

After completing this lesson, you will be able to:

- Manage the Offboarding tasks.

Lesson 3: Describing the Alumni Experience

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the Alumni Experience.

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UNIT 9

Exploring Process Variant Manager and External HRIS Integration

Lesson 1: Creating Custom Processes using Process Variant Manager

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the Process Variant Manager tool.

Lesson 2: Integrating External HRIS with SAP SuccessFactors Onboarding

Lesson Objectives

After completing this lesson, you will be able to:

- Integrate an external Human Resources Information Systems (HRIS) within SAP SuccessFactors Onboarding.

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UNIT 10

Explaining the Onboarding and Onboarding 1.0 Co-Existence

Lesson 1: Implementing Onboarding and Onboarding 1.0

Lesson Objectives

After completing this lesson, you will be able to:

- Enable Onboarding and Onboarding 1.0 simultaneously.

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UNIT 11

Exploring the Additional Configurations and Features of Onboarding

Lesson 1: Explaining the Additional Configurations and Features of Onboarding

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the various additional configurations and features available within Onboarding.

Lesson 2: Explaining the SAP SuccessFactors Onboarding and Learning Integration

Lesson Objectives

After completing this lesson, you will be able to:

- Integrate SAP SuccessFactors Onboarding and Learning.

Lesson 3: Reviewing the Decisions Checklist

Lesson Objectives

After completing this lesson, you will be able to:

- Review the decisions to be made before implementation.

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UNIT 12

Understanding Data Purge in SAP SuccessFactors Onboarding

Lesson 1: Explaining Data Purge

Lesson Objectives

After completing this lesson, you will be able to:

- Explain data purge.

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UNIT 13

Migrating Legacy Onboarding 1.0 to Onboarding

Lesson 1: Explaining Legacy Onboarding 1.0 Migration to Onboarding

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the various migration considerations.

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UNIT 14 Planning Next Steps

Lesson 1: Reviewing Next Steps

Lesson Objectives

After completing this lesson, you will be able to:

- Explore the steps to take after working through the PTO.

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