HR821

SAP SuccessFactors Goal Management Administration

COURSE OUTLINE

Course Version: 2311
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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Contents

vii	Course Overview	
1	Unit 1:	Introducing the Course
1		Lesson: Introducing the Course
3	Unit 2:	Introducing Goal Management Administration
3		Lesson: Introducing Goal Management
3		Lesson: Creating a Goal Plan Template
3		Lesson: Editing a Goal Plan Template
3		Lesson: Exploring the Goal Plan Template (GMv12)
5	Unit 3:	Exploring the Latest Goal Management
5		Lesson: Describing the Latest Goal Management
5		Lesson: Enabling the Latest Goal Management
5		Lesson: Managing Goal Plan Templates in the Latest Goal Management
7	Unit 4:	Viewing Goal Management Features
7		Lesson: Viewing Goal Management Features Settings
7		Lesson: Importing and Exporting Goal Libraries
7		Lesson: Importing Performance Goals
7		Lesson: Managing Team Goals
7		Lesson: Transferring Goals between Users
9	Unit 5:	Describing End-User Functionality
9		Lesson: Using Line of Sight in Goal Management
9		Lesson: Performing End User Actions
9		Lesson: Accessing Goal Management
11	Unit 6:	Integrating Goal Management
11		Lesson: Integrating Continuous Performance Management with Goal Management
11		Lesson: Integrating Dynamic Teams with Goal Management

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Course Overview

TARGET AUDIENCE
This course is intended for the following audiences:

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UNIT 1 Introducing the Course

Lesson 1: Introducing the Course

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the general information about the course

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UNIT 2 Introducing Goal Management Administration

Lesson 1: Introducing Goal Management

Lesson Objectives

After completing this lesson, you will be able to:

- Discuss Goal Management and its goals

Lesson 2: Creating a Goal Plan Template

Lesson Objectives

After completing this lesson, you will be able to:

- Add goal plan templates and mark a template as the default

Lesson 3: Editing a Goal Plan Template

Lesson Objectives

After completing this lesson, you will be able to:

- Discuss the sections, categories, and fields in a goal plan template, and edit the template

Lesson 4: Exploring the Goal Plan Template (GMv12)

Lesson Objectives

After completing this lesson, you will be able to:

- Explore the goal plan template in GMv12 version

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UNIT 3 Exploring the Latest Goal Management

Lesson 1: Describing the Latest Goal Management

Lesson Objectives

After completing this lesson, you will be able to:

- Explore the latest version of Goal Management

Lesson 2: Enabling the Latest Goal Management

Lesson Objectives

After completing this lesson, you will be able to:

- Enable the latest version of Goal Management
- Convert goal plan templates using the Manage Templates conversion tool

Lesson 3: Managing Goal Plan Templates in the Latest Goal Management

Lesson Objectives

After completing this lesson, you will be able to:

- Manage Templates in the Latest Goal Management version

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UNIT 4 Viewing Goal Management Features

Lesson 1: Viewing Goal Management Features Settings

Lesson Objectives
After completing this lesson, you will be able to:

- Discuss the Goal Management Feature Settings

Lesson 2: Importing and Exporting Goal Libraries

Lesson Objectives
After completing this lesson, you will be able to:

- Discuss goal libraries and how to import and export a goal library in SAP SuccessFactors

Lesson 3: Importing Performance Goals

Lesson Objectives
After completing this lesson, you will be able to:

- Import a goal into SAP SuccessFactors

Lesson 4: Managing Team Goals

Lesson Objectives
After completing this lesson, you will be able to:

- Define the Team Goals

Lesson 5: Transferring Goals between Users

Lesson Objectives
After completing this lesson, you will be able to:

- Transfer a goal between users in SAP SuccessFactors

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UNIT 5 Describing End-User Functionality

Lesson 1: Using Line of Sight in Goal Management

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the roles involved in the goal management process and the relationship between permissions and goals

Lesson 2: Performing End User Actions

Lesson Objectives

After completing this lesson, you will be able to:

- Explore the end user actions and different goal details sections

Lesson 3: Accessing Goal Management

Lesson Objectives

After completing this lesson, you will be able to:

- Explore the Home Page quick actions and engagement cards, related to Goal Management
- Review mobile goals access and enable this feature as an end user

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UNIT 6 Integrating Goal Management

Lesson 1: Integrating Continuous Performance Management with Goal Management

Lesson Objectives

After completing this lesson, you will be able to:

- Define Continuous Performance Management
- Explain the link between Continuous Performance Management and a Goal Plan

Lesson 2: Integrating Dynamic Teams with Goal Management

Lesson Objectives

After completing this lesson, you will be able to:

- Introduce Dynamic Teams
- Describe the concept of Objectives and Key Results (OKR's)
- Enable the Goal Management Integration with Dynamic Teams
- Use Dynamic Teams to create OKRs and integrate them with Performance Goals

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