HR 826

SAP SuccessFactors Calibration 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 SAP SuccessFactors Calibration Administration
3		Lesson: Describing Calibration
3		Lesson: Adding and Modifying Calibration Route Maps
3		Lesson: Adding Form Templates Compatible with Calibration
5	Unit 3:	Configuring Calibration
5		Lesson: Configuring Performance Form Sections for Calibration
5		Lesson: Using a Calibration Template
5		Lesson: Configuring the Calibration Sessions
7	Unit 4:	Managing Calibration
7		Lesson: Launching Calibration Sessions
7		Lesson: Managing Calibration Settings
7		Lesson: Removing Subjects from Calibration Sessions
7		Lesson: Managing Calibration as the End-User
9	Unit 5:	Using Table Reports in Calibration
9		Lesson: Creating Table Reports for Calibration

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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 SAP SuccessFactors Calibration Administration

Lesson 1: Describing Calibration

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the purpose and goals of calibration

Lesson 2: Adding and Modifying Calibration Route Maps

Lesson Objectives

After completing this lesson, you will be able to:

- Configure a route map for calibration

Lesson 3: Adding Form Templates Compatible with Calibration

Lesson Objectives

After completing this lesson, you will be able to:

- Add and edit performance and compensation templates

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UNIT 3 Configuring Calibration

Lesson 1: Configuring Performance Form Sections for Calibration

Lesson Objectives

After completing this lesson, you will be able to:

- Discuss and configure the different summary sections on a performance form that would be available as calibration elements

Lesson 2: Using a Calibration Template

Lesson Objectives

After completing this lesson, you will be able to:

- Create and configure the calibration template

Lesson 3: Configuring the Calibration Sessions

Lesson Objectives

After completing this lesson, you will be able to:

- Create the calibration session

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UNIT 4 Managing Calibration

Lesson 1: Launching Calibration Sessions

Lesson Objectives

After completing this lesson, you will be able to:

- Launch one calibration session at a time and launch mass sessions

Lesson 2: Managing Calibration Settings

Lesson Objectives

After completing this lesson, you will be able to:

- Describe and configure calibration settings

Lesson 3: Removing Subjects from Calibration Sessions

Lesson Objectives

After completing this lesson, you will be able to:

- Grant permissions and use the Calibration Admin Tool

Lesson 4: Managing Calibration as the End-User

Lesson Objectives

After completing this lesson, you will be able to:

- Create Manager Calibration Sessions
- Describe the calibration views as an end-user

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UNIT 5 Using Table Reports in Calibration

Lesson 1: Creating Table Reports for Calibration

Lesson Objectives

After completing this lesson, you will be able to:

- Create Table Reports for Calibration.

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