

SAP SuccessFactors People Analytics: Reporting Project Team Orientation

**COURSE OUTLINE** 

Course Version: 2505 Course Duration:

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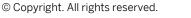
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# **Typographic Conventions**

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	1 2 3
Warning or Caution	
Hint	
Related or Additional Information	>
Facilitated Discussion	<b></b>
User interface control	Example text
Window title	Example text

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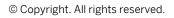
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# **Course Overview**

#### 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.



## UNIT 2 Introducing SAP SuccessFactors People Analytics: Reporting

## 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 People Analytics in the Enterprise

### **Lesson Objectives**

After completing this lesson, you will be able to:

• Describe the Enterprise Reporting Solutions for HR.



# UNIT 3 **Exploring People Analytics**

## Lesson 1: Introducing People Analytics

#### **Lesson Objectives**

After completing this lesson, you will be able to:

• Navigate to Report Center.

## Lesson 2: Describing the Self-Service Reporting Options

#### **Lesson Objectives**

After completing this lesson, you will be able to:

• Describe Story, Table, and Canvas Reports.

## **Lesson 3: Working with Reports**

#### **Lesson Objectives**

After completing this lesson, you will be able to:

- Define the process to share reports.
- Use Favorite Reports.
- Organize reports with labels.
- Summarize the features of the different reports.

## **Lesson 4: Reviewing the Decisions Checklist**

#### **Lesson Objectives**

After completing this lesson, you will be able to:

• Review the decisions to be made before implementation.



## UNIT 4 Utilizing Story, Table, and Canvas Reports

## Lesson 1: Explaining Story Reports

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Define Story Reports and their features.
- Describe the functionality and benefits of Query Designer.
- Describe the functionality and benefits of Story Designer.
- Utilize Built-In Support for Story.
- Define Multi-Source, Multi-Page Report Stories and their benefits.
- Explain Linked Analysis and its benefits.
- Identify the data security setup used in Story Reports.
- Describe the Performance Analysis tool
- Manage Stories via Report Center.
- Use Standard Report Story templates.

## Lesson 2: Explaining Table Reports

#### Lesson Objectives

After completing this lesson, you will be able to:

- Describe Table Reports.
- Configure permissions for Table Reports.
- Describe the various components of Table Reports.
- Identify and define report domains.
- Implement filtering options.
- Create a data map to visualize and organize report data flow.
- Assess the list of available reports in a product.

## Lesson 3: Explaining Canvas Reports



#### **Lesson Objectives**

After completing this lesson, you will be able to:

- Describe Canvas Reports.
- Navigate to Report Center.
- Configure permissions for Canvas Reports.
- Explain the functionality of Page Designer and its components.
- Describe the purpose of Filters and their types.
- Explain the concept of Cross-Domain Reporting and Actionable Analytics.
- Utilize Report Distributor and Scheduler tools.
- Utilize Standard Canvas Report Templates.

## **Lesson 4: Reviewing the Decisions Checklist**

#### **Lesson Objectives**

After completing this lesson, you will be able to:

• Review the decisions to be made before implementation.

## UNIT 5 Exploring SAP SuccessFactors Workforce Analytics (WFA)

## **Lesson 1: Introducing Workforce Analytics**

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Define Workforce Analytics.
- List the benefits of Workforce Analytics.

## Lesson 2: Accessing the WFA Portal

### **Lesson Objectives**

After completing this lesson, you will be able to:

• Navigate the Workforce Analytics (WFA) portal.

## **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.



# UNIT 6 Exploring Analytics by Topic (Appendix)

## Lesson 1: Describing the Analytics Options for Different SuccessFactors Modules

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Describe an overview of SAP SuccessFactors HCM.
- Describe analytics options available for: Recruiting, Employee Central, Onboarding, Learning, Compensation.

## Lesson 2: Reviewing the Decisions Checklist

### **Lesson Objectives**

After completing this lesson, you will be able to:

• Review the decisions to be made before implementation.



# UNIT 7 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.

