



# How to Use SAP® SuccessFactors® Mobile with SAP Learning Hub

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SAP® Learning Hub is a digital solution that provides access to online, collaborative, hands-on, and expert-led training. Get **fast and easy access to a vast library of learning resources** to build and maintain SAP software skills.



# Overview of Using SAP® SuccessFactors® Mobile with SAP Learning Hub

The SAP SuccessFactors® Mobile app brings HR closer to employees. The app places **on-demand HR resources and tools at your fingertips**. By connecting SAP SuccessFactors Mobile with SAP Learning Hub, you can learn how to get the most value out of the app. Tap into learning courses and additional content to get started with your training.



# Functional Differences in the App on Your iOS and Android Devices

Please note that the functionality of the SAP SuccessFactors Mobile app on an Android device differs from the functionality of the app on an iOS device. Please see the table below for an overview of differences.

## SAP® SuccessFactors® Mobile app on iOS

## SAP SuccessFactors Mobile app on Android

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Can access learning material, including e-books and online courses

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Can access learning material, including e-books and online courses

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Can access the material online and offline

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Can access the material online only

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Can access the learning catalog to assign yourself courses and remove assigned courses

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Can access the learning catalog to assign yourself courses and remove assigned courses

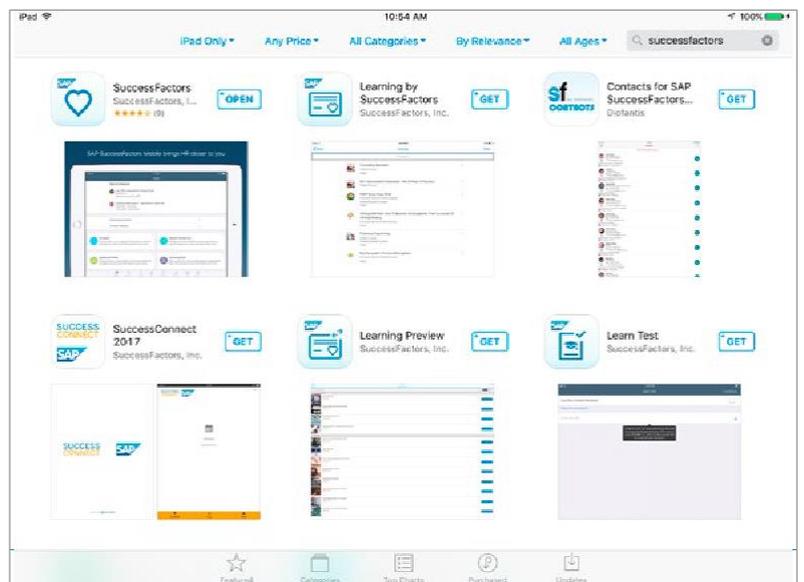
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# Activating Your iOS Mobile Device

## ACTIVATE YOUR iOS DEVICE

1. On your device, tap the *App Store* icon.

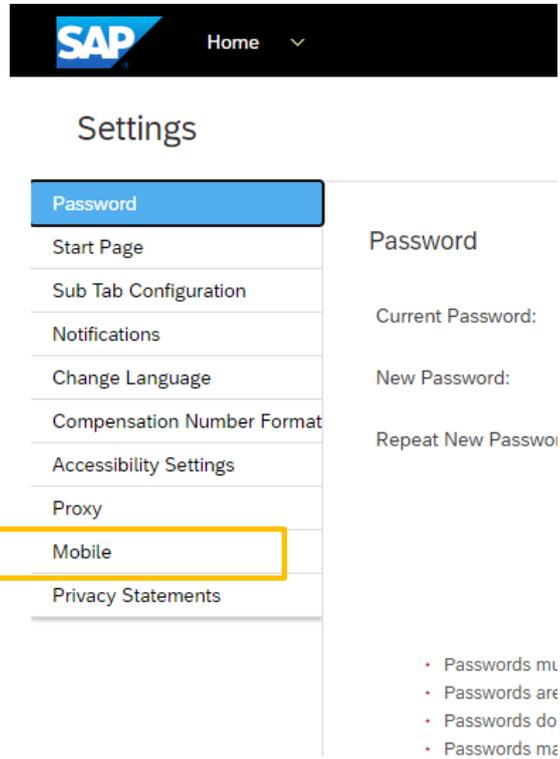
2. Search for “**SAP SuccessFactors**” in the search field. Select the *SAP SuccessFactors* Mobile app, and download and install the app on your iPad or iPhone.



3. For QR code activation, on your computer, log in to SAP Learning Hub. On the SAP Learning Hub home page, navigate to “**My Learning Plan**” and click on the down arrow beside your name in the right corner. Then select “**Settings.**”



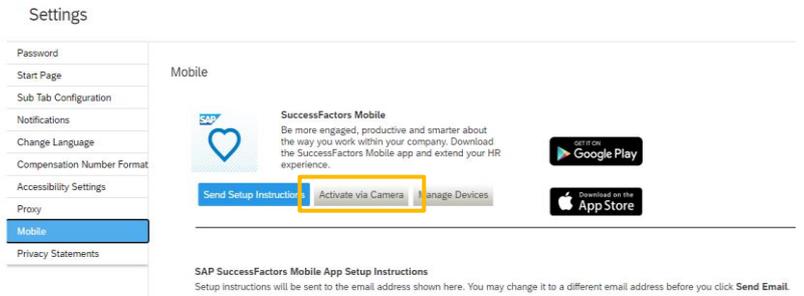
4. From the “Options” screen, select “Mobile” on the left-side menu.



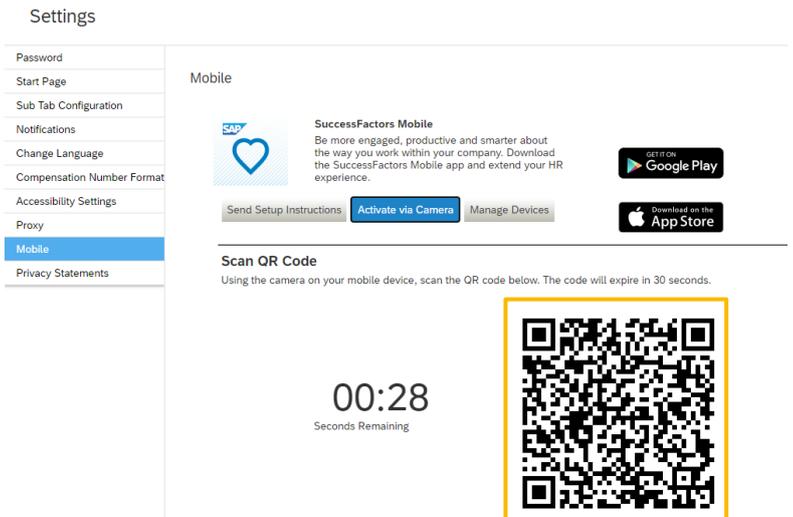
5. Go to your iOS device and open the SAP SuccessFactors Mobile app. Select the option to “Log In with QR Code.” A pop-up may ask you to allow the app to use your iPad or iPhone camera. Please select “Allow.”



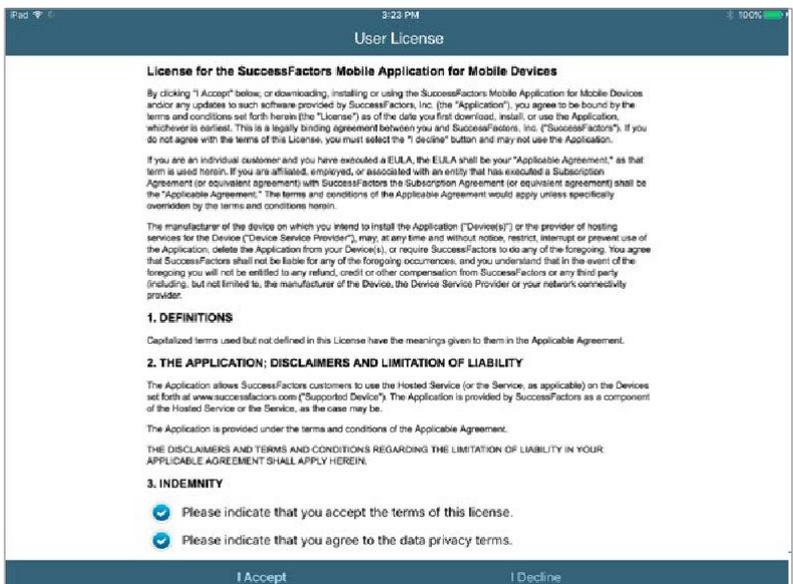
6. On your computer, select the **“Activate via Camera”** option.



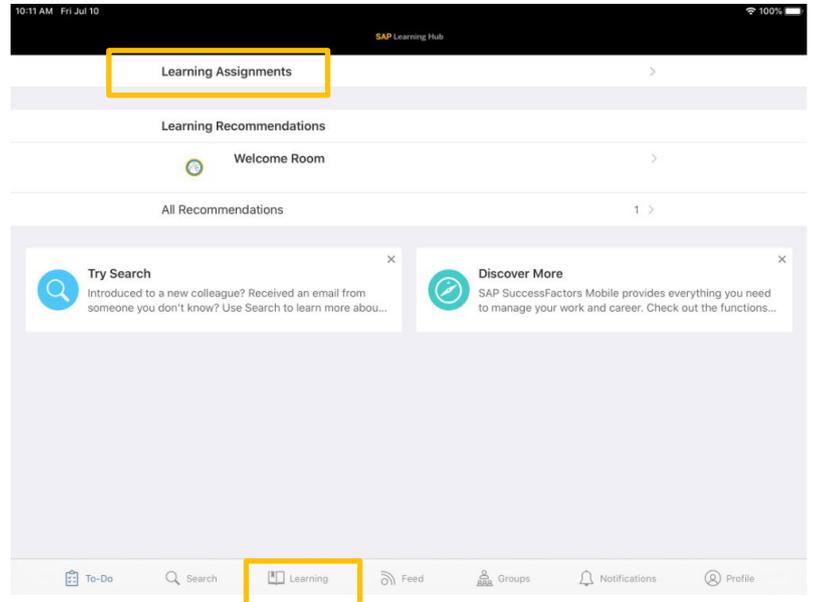
7. You will then see the QR code. You have 30 seconds to use the code. Aim your iPad or iPhone camera at the code.



8. Once the code has been accepted by the app, you will need to accept the user license agreement.



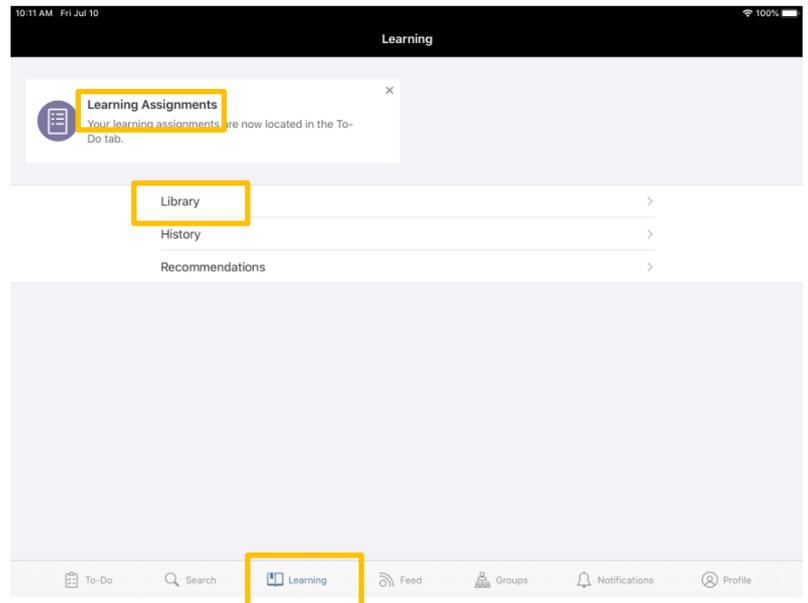
9. Once you have accepted the agreement, you will be automatically sent to the main page of the app. From here, you can access your assigned learning by tapping **“Learning Assignments.”** To browse the catalog, select the **“Learning”** option on the bottom menu bar.



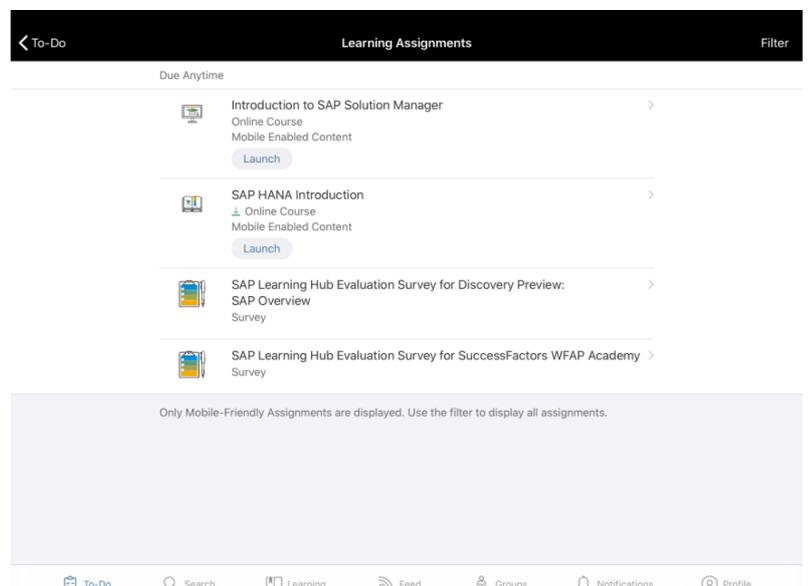
# Learning with SAP Learning Hub on Your iOS Device

To start learning on your iPad, make sure you have assigned courses to yourself through SAP Learning Hub.

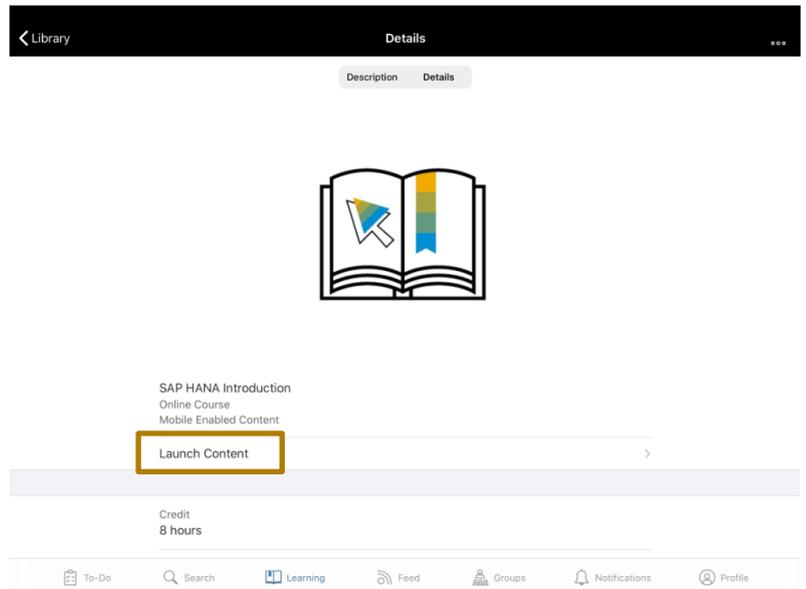
1. To access course content, tap on **“Learning”** in the bottom menu. You can then search the course catalog by tapping **“Library.”** To view your assigned courses, tap on **“Learning Assignments.”**



2. In **“Learning Assignments,”** click on a course title to view the course.



3. To start the course, tap on “Launch Content.”



4. You can view the course online, and you can also download the course on your device to view it offline. Click on the *download* button in the upper-right corner to start the download.

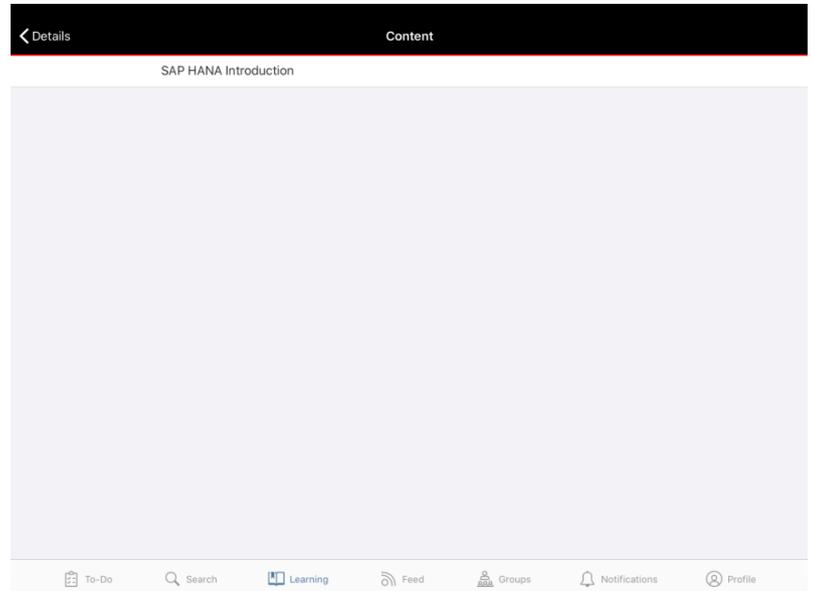


5. Once you click on “Download,” the download status will appear.

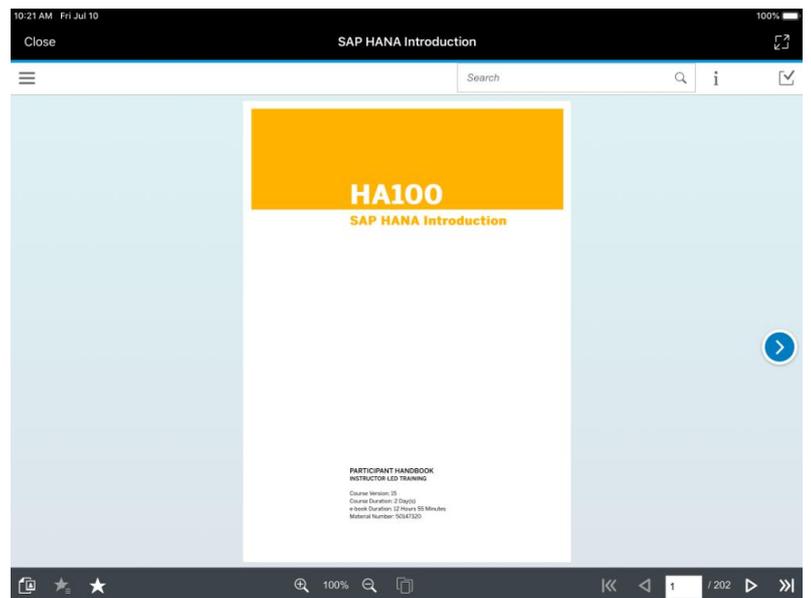


Note: The download may take some time. You can monitor the download status by watching the download status bar.

6. Once the download is complete, tap on the course title to start the course.



7. Enjoy your course.



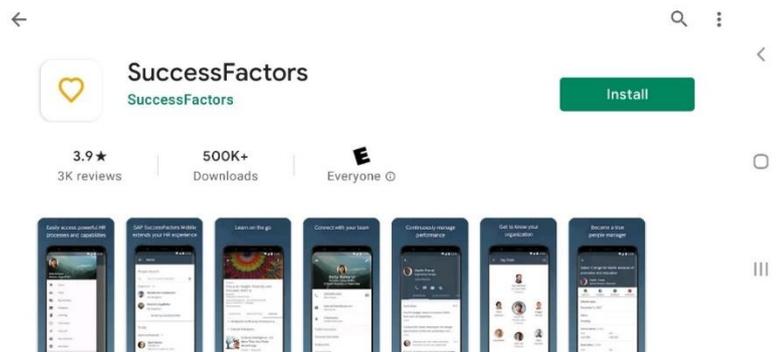
# Activating Your **Android Mobile Device**

## ACTIVATE YOUR ANDROID DEVICE

1. On your Android device, tap the *Play Store* icon.



2. Search for **“SAP SuccessFactors”** in the search field. Select the *SAP SuccessFactors Mobile* app and download and install the app on your tablet.



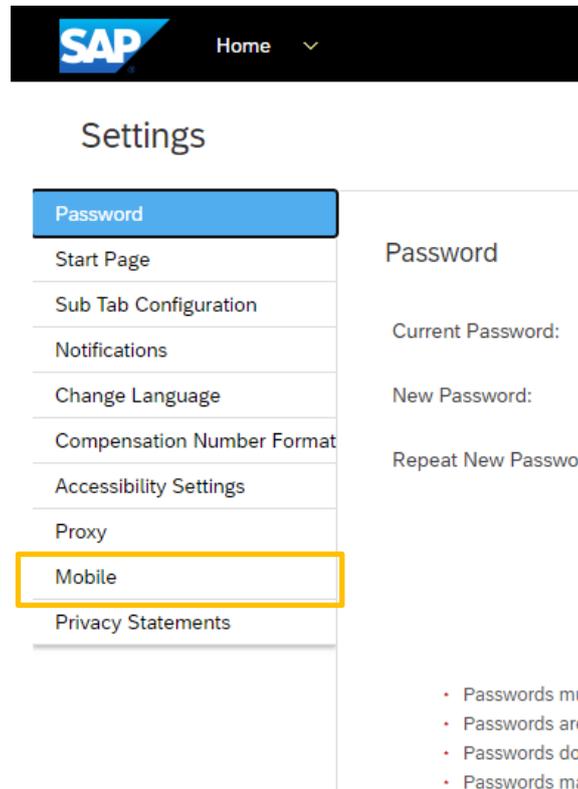
- Once the SAP SuccessFactors Mobile app is installed on your tablet, open the app.

Users need to activate their mobile devices using the QR code method of activation after logging into the desktop system.

For QR code activation, on your computer, log in to SAP Learning Hub. On the SAP Learning Hub home page, navigate to **“My Learning Plan”** and then click on the down arrow beside your name in the right corner. Then, select **“Settings.”**



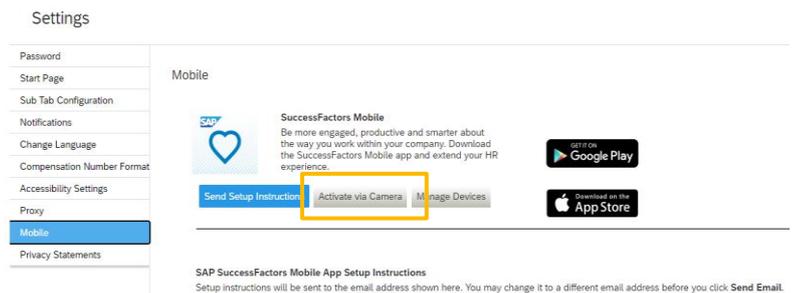
- From the **“Options”** screen, select **“Mobile”** in the left-side menu.



5. Go to your Android device and open the SAP SuccessFactors Mobile app. Select the option to “**Log In with QR Code.**” A pop-up may ask you to allow the app to use your Android device’s camera. Please select “**Allow.**”



4. On your computer, select the “**Activate via Camera**” option.



7. You will then see the QR code. You have 30 seconds to use the code. Aim your tablet camera at the code.

Settings

- Password
- Start Page
- Sub Tab Configuration
- Notifications
- Change Language
- Compensation Number Format
- Accessibility Settings
- Proxy
- Mobile**
- Privacy Statements

Mobile

**SuccessFactors Mobile**  
Be more engaged, productive and smarter about the way you work within your company. Download the SuccessFactors Mobile app and extend your HR experience.

Send Setup Instructions **Activate via Camera** Manage Devices

**Scan QR Code**  
Using the camera on your mobile device, scan the QR code below. The code will expire in 30 seconds.

00:28  
Seconds Remaining

I Accept I Decline

8. Once the code has been accepted by the app, you will need to accept the user license agreement.

License Agreement

**License for the SuccessFactors Mobile Application for Mobile Devices**

By clicking "Accept" below, or downloading, installing or using the SuccessFactors Mobile Application for Mobile Devices and/or any updates to such software provided by SuccessFactors, Inc. (the "Application"), you agree to be bound by the terms and conditions set forth herein (the "License") as of the date you first download, install, or use the Application, whichever is earliest. This is a legally binding agreement between you and SuccessFactors, Inc. ("SuccessFactors"). If you do not agree with the terms of this License, you must select the "I decline" button and may not use the Application.

If you are an individual customer and you have executed a EULA, the EULA shall be your "Applicable Agreement," as that term is used herein. If you are affiliated, employed, or associated with an entity that has executed a Subscription Agreement (or equivalent agreement) with SuccessFactors the Subscription Agreement (or equivalent agreement) shall be the "Applicable Agreement." The terms and conditions of the Applicable Agreement would apply unless specifically overridden by the terms and conditions herein.

The manufacturer of the device on which you intend to install the Application ("Device(s)") or the provider of hosting services for the Device ("Device Service Provider"), may, at any time and without notice, restrict, interrupt or prevent use of the Application, delete the Application from your Device(s), or require SuccessFactors to do any of the foregoing. You agree that SuccessFactors shall not be liable for any of the foregoing occurrences, and you understand that in the event of the foregoing you will not be entitled to any refund, credit or other compensation from SuccessFactors or any third party (including, but not limited to, the manufacturer of the Device, the Device Service Provider or your network connectivity provider).

**1. DEFINITIONS**  
Capitalized terms used but not defined in this License have the meanings given to them in the Applicable Agreement.

**2. THE APPLICATION; DISCLAIMERS AND LIMITATION OF LIABILITY**  
The Application allows SuccessFactors customers to use the Hosted Service (or the Service, as applicable) on the Devices set forth at [www.successfactors.com](http://www.successfactors.com) ("Supported Device"). The Application is provided by SuccessFactors as a component of the Hosted Service or the Service, as the case may be.  
The Application is provided under the terms and conditions of the Applicable Agreement.  
THE DISCLAIMERS AND TERMS AND CONDITIONS REGARDING THE LIMITATION OF LIABILITY IN YOUR APPLICABLE AGREEMENT SHALL APPLY HEREIN.

**3. INDEMNITY**  
You agree that SuccessFactors, the manufacturer of the Device, and the Device Service Providers, shall have no liability whatsoever for any use you make of the Application. You shall indemnify and hold SuccessFactors harmless from any third party claims, damages, liabilities, costs and fees (including reasonable attorney fees) arising from your use of the Application as well as from your failure to comply with any term of this License.

**4. INTELLECTUAL PROPERTY RIGHTS**  
The Application is licensed, not sold, to you by SuccessFactors only under the terms of the Applicable Agreement and this License. SuccessFactors reserves all rights not expressly granted to you or the Customer. All suggestions or feedback provided by you to SuccessFactors with respect to the Application or documentation shall be deemed SuccessFactors' property and you hereby agree to assign all right, title, and interest in and to such feedback to SuccessFactors.

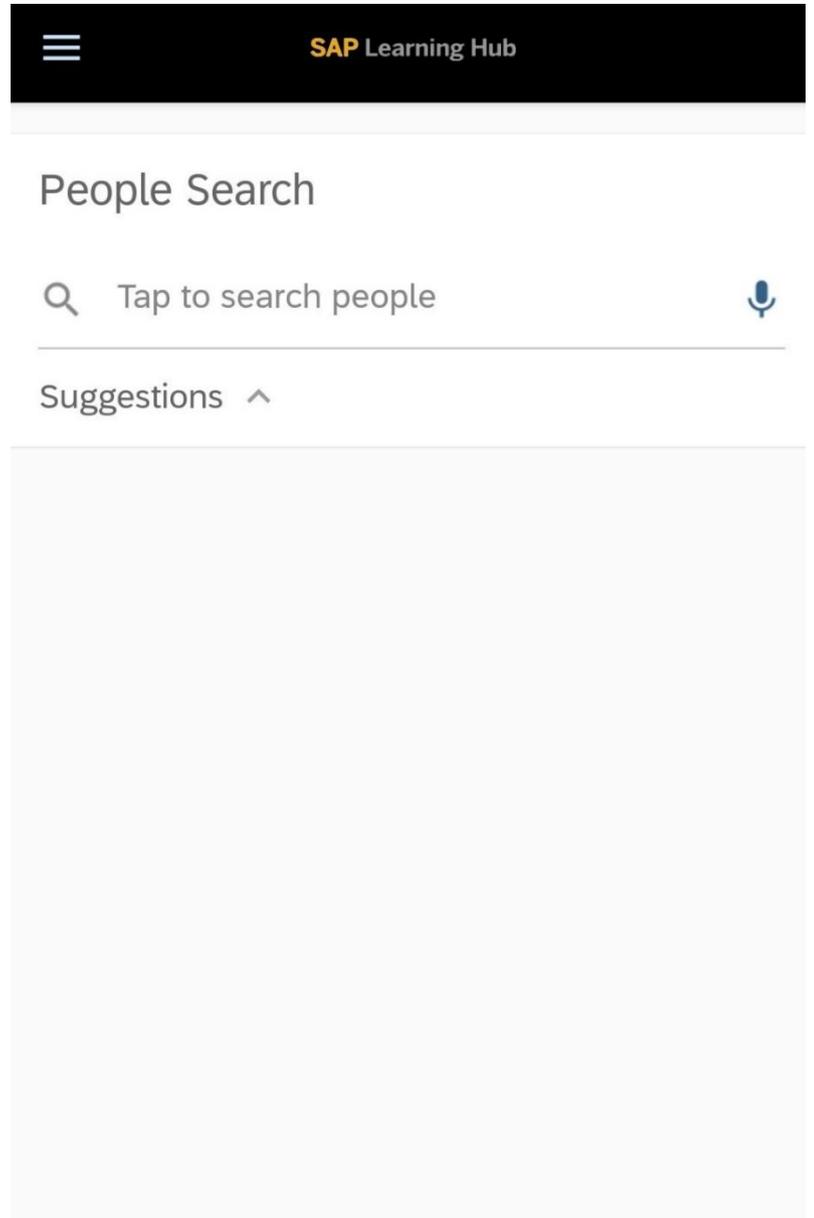
**5. PERMITTED LICENSE USES AND RESTRICTIONS**  
(a) This License allows you, as an authorized User under the Applicable Agreement, to use the Application on a corresponding Supported Device manufactured by the same manufacturer whose website you have downloaded the Application from and for such Supported Device(s) and on no other device(s). You or the Customer must own such Supported Device. If the Supported Device is provided to any other User ("Follow-on User") for interim or permanent use, this License will automatically expire and the new User has to first accept the terms of the License.

Please indicate that you accept the terms of this license.  
 Please indicate that you agree to the data privacy terms.

I Accept I Decline



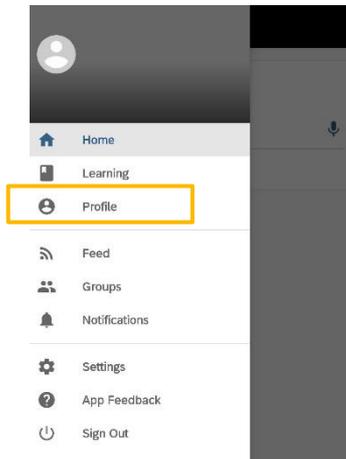
9. Once you have accepted the agreement, you will be moved to the main page of the app.



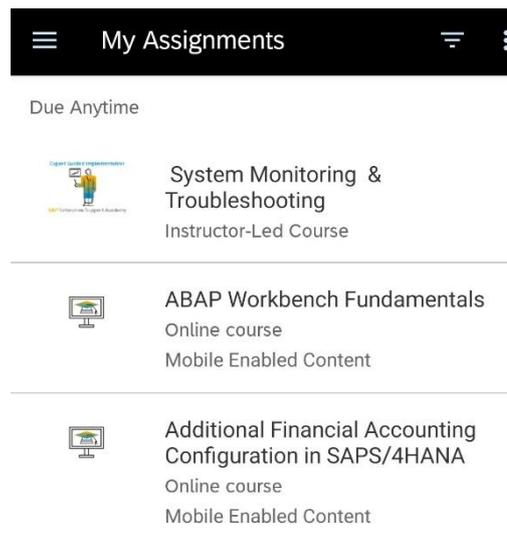
# Learning with SAP Learning Hub on Your Android Device

To start learning on your Android tablet, make sure you have assigned courses to yourself through SAP Learning Hub. If you don't have any courses assigned, log in to your profile for SAP Learning Hub on your computer and go to the “**Learning**” area to select your courses.

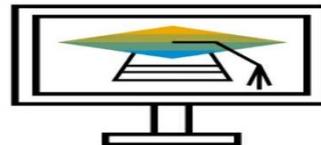
1. To view your assigned courses, click the navigation button in the upper left. In the menu, select “**Learning**.”



2. Click on any course, such as *ABAP Workbench Fundamentals*.



3. Select the *Details* tab. Then select “LAUNCH CONTENT.”



### ABAP Workbench Fundamentals

Online course

Mobile Enabled Content

**LAUNCH CONTENT**

Credit

48.25 hours

Assigned By

Self Assigned

ID

TAW10\_1\_EN\_Col16

Item Type

E-Learning

5. Click on the course title to view the course.

The screenshot shows the 'Content' view in SAP Learning Hub. At the top, there is a black header with a white back arrow and the word 'Content'. Below this is a grey bar labeled 'Content Structure'. A dark grey bar highlights 'ABAP Workbench Foundations'. Underneath, a document icon is next to the link 'ABAP Workbench Foundations'. A bottom navigation bar contains a hamburger menu, a search box with 'Se...' and a magnifying glass, and icons for information, print, and checkmark. The main content area features a large orange rectangle with 'BC400' in white and 'ABAP Workbench Foundations' in orange below it. A blue circular arrow icon is on the right. At the bottom, text reads 'PARTICIPANT HANDBOOK INSTRUCTOR-LED TRAINING' followed by course details: 'Course Version: 18', 'Course Duration: 5 Day(s)', 'e-book Duration: 1 Day 30 Minutes', and 'Material Number: 50148766'. A dark grey footer bar contains icons for document, star, magnifying glass, '100%', '1 / 372', and a three-dot menu.

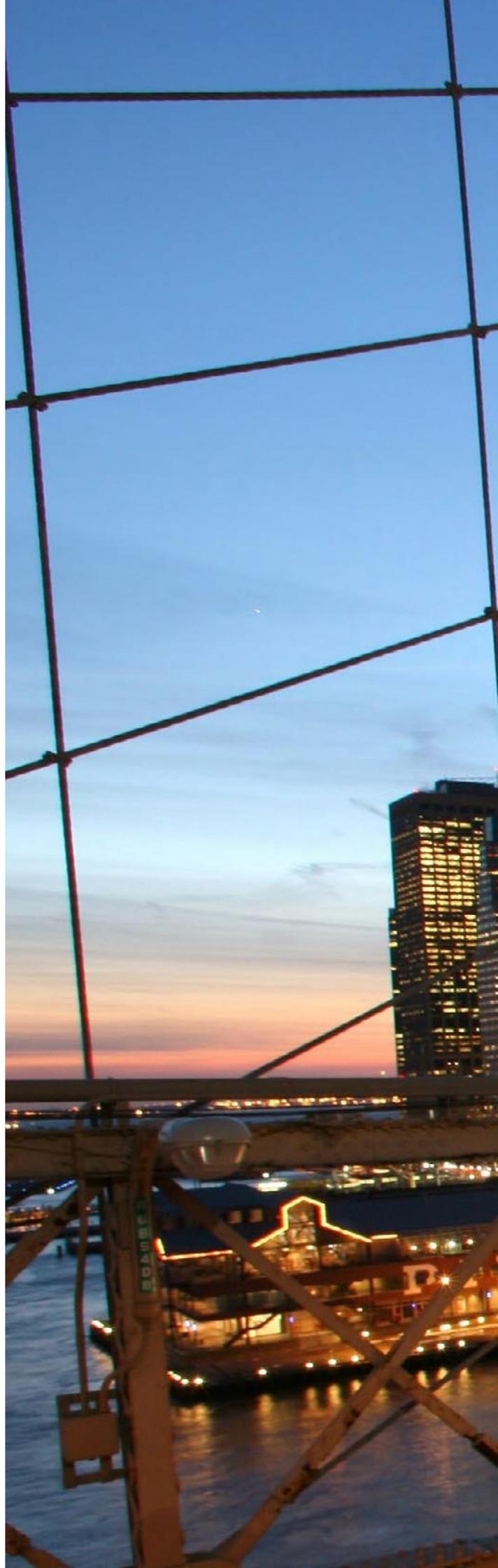
# Learn More and Get Support

## LEARN MORE ABOUT TRAINING AND USER ADOPTION SOLUTIONS FROM SAP

SAP Training and Adoption enables customers to achieve transformative business outcomes with a variety of training resources. To find out more training and user adoption solutions from SAP, visit this [page](#).

## SUPPORT

For more information and support, refer to the user guides in the [help center](#). For further questions and assistance with your enrollment, reach out to your local SAP contact. For technical support, please contact our support team [here](#).



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THE BEST RUN

