Omnilearn

2025

SAP HCM Curriculum

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Our Company

❖ **Global Excellence**
Leading digital career enhancement across the globe.

❖ **Rigorous Training**
Dive into our programs for comprehensive and customised training, personalised project support and career counselling.

❖ **Empowering Millions**
Transforming lives with practical knowledge for professional success.

❖ **Globally Recognized Expertise**
Join us for industry-recognized excellence in the digital era.

Course Description

This SAP HCM course covers the essentials of managing human resources using SAP. Learn payroll processing, organizational management, and employee data handling to streamline HR operations. Ideal for HR professionals aiming to specialize in SAP.

Key Points Learned

➢ Comprehensive coverage of SAP HCM modules like OM, PA, and Time Management.
➢ Hands-on training for payroll processing and employee data management.
➢ Learn integration of SAP HCM with other modules for seamless operations.
➢ Real-time case studies to understand SAP HCM implementation.
➢ Certification to enhance your expertise in HR technology.

Course Curriculum

Introduction to SAP HCM:

- Overview of SAP and its modules.
- Role of SAP HCM in human resource management.

Organizational Management:

- Defining and configuring organizational structures.
- Managing positions, jobs, and organizational units.

Personnel Administration:

- Managing employee master data.
- Handling personnel actions and infotypes.

Time Management:

- Configuring work schedules and time quotas.
- Managing attendance and absence records.

Payroll:

- Understanding payroll processes and schemas.
- Configuring payroll areas and periods.
- Processing payroll and generating payslips.

Course Curriculum

Benefits:

- Managing employee benefits programs.
- Configuring benefit plans and eligibility rules.

Learning and Development:

- Managing training and event planning.
- Tracking employee qualifications and competencies.

Performance Management:

- Setting up appraisal systems.
- Managing performance evaluations and feedback.

Compensation Management:

- Configuring salary structures and compensation plans.
- Managing bonus and incentive programs.

Reporting and Analytics:

- Generating standard HR reports.

Career Benefits

➢ Gain expertise in SAP Human Capital Management (HCM) modules, making you valuable in managing HR processes and workforce management.

➢ Learn to optimize employee data management, payroll, and recruitment systems, improving organizational efficiency.

➢ Develop skills to implement HR solutions that align with business objectives, critical for roles in HR and HRIS management.

➢ Enhance your ability to integrate SAP HCM with other business functions, broadening your understanding of enterprise resource planning (ERP).

➢ Boost career prospects with SAP HCM certification, a highly recognized qualification in human resources and enterprise software.

Omnilearn Advantage Unlocked

➢ Tailored course material to suit the learner's experience and knowledge level.
➢ Real-world projects to apply concepts and enhance learning.
➢ Access to downloadable resources for future reference.
➢ Practice exams that mimic real test conditions to boost exam readiness.
➢ Industry-recognized certificate awarded upon program completion.
➢ Round-the-clock support for all learner inquiries.
➢ Year-long access to recorded lessons for review and learning at your convenience.

Contact Us

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