



Rashtreeya Sikshana Samithi Trust

## R.V. INSTITUTE OF MANAGEMENT

CA-17, 36<sup>TH</sup> CROSS, 26<sup>TH</sup> MAIN, 4<sup>TH</sup> T BLOCK, JAYANAGAR, BANGALORE – 41

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### **Add-on course: SAP-HR**

Name of the Resource Person : Mr. Shashidhar Rao  
Topic : Certificate course on SAP-HR  
Date : 26<sup>th</sup> September 18, 16<sup>th</sup> January 2019  
Year/Sem/Section : 2<sup>nd</sup> Year/3<sup>rd</sup> Sem/C Section

#### **Introduction of the Course:**

SAP ERP is world's No.1 ERP Software Tool!

MBA II year students with HR Specialization are taught with HR Module in SAP ERP. HR Module defines the complete practical Business process operations configurations of Human Resources Management department of an organization.

#### **Objectives of the Course:**

Prime agenda of the course is to make MBA II Year Students to be job ready both with domain knowledge and also the core Technology Software Application, to enable them to be a Strong Contender for jobs in IT / Corporate Sector and also in Best of the Industries.

#### **Syllabus coverage:**

##### **Key highlights of the syllabus covered**

- Creation of a company in SAP Software Tool
- Industry standard SAP workflow & benchmark procedures, quality guidelines in SAP ERP HR
- Creation of Company code
- Assigning company code to company
- Organizational / Complete set of people management in SAP HRM
- Personnel / Individual Employee Management in SAP HR
- Country specific system of payroll management with respect to local country policies
- Posting periods for salary (Annual, monthly, quarterly reporting procedures for salary expenses)
- Leave management in SAP
- Employee communications management
- Work assignments & work breakdown structure
- Complete Standard Chart of Human Resources Management in SAP
- Process automation in SAP ERP HR
- SAP ERP end to end implementation life cycle
- Integration & operations with different modules in SAP



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**Number of students benefitted: 15**

**Examination & certification:**

Examination was conducted on 16<sup>th</sup> January 2019, the performance of all the students have been very satisfactory for issuing certificates.

Certificates to be issued by the Training service provider – NICT Computer Education Pvt Ltd

**Course outcomes:**

As a result of the course, all the participants are now eligible with respect to their skills, knowledge and practical capabilities to qualify for the key career prospectus.

This learning has helped them to be able to take up key positions in IT / Corporate world as well as in Large & Medium scale industries.

  
**Co-Ordinator**



**Director**

Director  
R.V. INSTITUTE OF MANAGEMENT  
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