

"Mastering SAP HCM for S/4HANA: THR10 Exam Prep"

Course Introduction:

The SAP HCM for S/4HANA (THR10) Exam Prep course is designed to equip learners with the necessary knowledge and skills to effectively implement and manage SAP Human Capital Management (HCM) solutions within the S/4HANA environment. Over the course of five days, participants will delve into key concepts, configuration techniques, and practical applications to prepare for the THR10 certification exam. This course combines theoretical learning with hands-on exercises to ensure a well-rounded understanding of SAP HCM functionalities.

Day 1: Introduction to SAP HCM and S/4HANA

- Overview of SAP HCM: Gain insight into the core components and functionalities of SAP Human Capital Management and its role within organizations.
- Understanding S/4HANA: Explore the S/4HANA platform, its advantages, and how it integrates with SAP HCM to enhance business processes.
- Navigating the SAP Fiori Interface: Learn to efficiently use the SAP Fiori interface for accessing HCM modules and performing essential functions.
- Key Terminology and Concepts: Familiarize yourself with critical terminology and concepts that will be foundational throughout the course and the exam.

Day 2: Personnel Administration and Organizational Management

- Personnel Administration Fundamentals: Dive into the configuration and management of employee records and data maintenance within SAP HCM.
- Organizational Management Overview: Understand how to structure and manage organizational hierarchies and relationships in SAP.
- Infotypes and Data Structures: Examine the use of infotypes and how data is structured and maintained across the HCM modules.
- Practical Exercises: Apply learned concepts through hands-on exercises involving personnel and organizational data configuration.

Day 3: Time Management and Payroll

- **Time Management Processes:** Explore the configuration of time recording, attendance, and absence management in SAP HCM.
- **Payroll Integration:** Understand the integration between Time Management and Payroll, focusing on payroll processing and reporting.
- **Configuration of Wage Types:** Learn to define and configure wage types for accurate payroll calculations.
- **Case Study:** Engage in a case study to apply time management and payroll concepts in a simulated real-world scenario.

Day 4: Employee Self-Service and Reporting

- **Employee Self-Service (ESS) Overview:** Discover how ESS empowers employees to manage their personal information and streamline HR processes.
- **Reporting and Analytics in HCM:** Learn to generate and interpret reports to support HR decision-making and strategic planning.
- **Configuration of ESS in S/4HANA:** Explore the configuration steps for setting up ESS functionalities in the S/4HANA environment.
- **Hands-On Lab:** Participate in an interactive lab session to configure and test ESS features and generate key HR reports.

Day 5: Exam Preparation and Review

- **Exam Structure and Content:** Review the structure of the THR10 exam, including types of questions and topics covered.
- **Key Areas of Focus:** Identify critical areas of knowledge and skills that are essential for success in the certification exam.
- **Practice Exam and Review:** Take a practice exam to test your understanding and identify areas needing further review.
- **Final Q&A Session:** Engage in a question-and-answer session to clarify any doubts and ensure readiness for the certification exam.

This structured five-day course will provide a comprehensive understanding of SAP HCM in the S/4HANA environment, preparing participants for the THR10 certification exam with confidence and expertise.