

# HUMAN CAPITAL MANAGEMENT IN SAP-ERP

SAP products, especially SAP ERP and Business One, are well known in the medium and large scale industry in Pakistan. Many listed and private companies have adopted SAP, other are under way. Human Capital Management is an application in SAP ERP which caters for the Human Resource Management function and has very comprehensive coverage including personnel management, organization management, training and development, payroll, succession planning and many others.

IBA is a University Alliance partner with SAP. SDP is offering various short courses to provide the latest skills to the youth of Pakistan to enable them earn good livelihood and provide solid foundations for the development of this country. These courses are often offered at much discounted price with the liberty to learn from expert IBA resource faculty.

Keeping in view the same spirit, this course is designed to give its participants first hand understanding of the scope and functioning of Human Capital Management in SAP without going into much deeper configuration and customizing skills. As such this shall be an introductory course with hands-on facility, which shall cover fundamentals of HCM in SAP from the users' perspective.

## Objective

To have first-hand exposure & understanding of the organizational structure, master data & selected Business Processes in Human Capital Management in SAP ERP.



## Course Contents

- ✦ Basics of Introduction to SAP
- ✦ Basics of Navigation in SAP GUI
- ✦ Basics of Introduction to HCM application in SAP and its scope
- ✦ Basics of Organization Management
- ✦ Basics of Personnel Administration
- ✦ Basics of Personnel Development
- ✦ Basics of Hiring and Recruitment
- ✦ Basics of Talent Management - Career Planning
- ✦ Basics of Performance Management
- ✦ Basics of Training and Event Management
- ✦ Basics of Payroll

## Who should attend?

- ✦ Participants must be enrolled as students of any university, college, institution or privately at the time of applying for participation in this course. Basic computer skills are essential. Earlier exposure to SAP is NOT necessary.
- ✦ Participants shall be interviewed and only serious ones shall be enrolled for the course.

## Course Outcomes:

After doing this course with due time & effort, participants shall be able to understand SAP HRM concepts, its terminology and have hands on experience as a moderate user of SAP HRM.

February 15-April 4, 2016  
(Every Monday)

06:00 pm – 09:00 pm

IBA City Campus

Fee: 15,000 PKR

**For Registration:**

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**Trainer's Profile**

**M Asif Jaffer** is IBA faculty member & is an SAP certified application consultant. He has academic and professional credentials like FCMA, ACCA, MA (Economics) and MS Computer Sciences.

Asif Jaffer is currently pursuing his PHD from Grenoble Ecole De Management/MT Ghaziabad.

Mr. Jaffer has conducted several training courses related to SAP at the Center for Executive Education, Institute of Business Administration.

Registration form & Fee Voucher are available at our website:

<http://cee.iba.edu.pk/BEnSDP.shtml>.

Fee is to be deposited in cash / pay order in any branch of FAYSAL BANK Ltd., A/C No. 110-2162113-006.

No fee will be accepted in cash/cheque at our office.