HR940

Authorizations in SAP ERP HCM

COURSE OUTLINE

Course Version: 15
Course Duration:

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Typographic Conventions

American English is the standard used in this handbook.

The following typographic conventions are also used.

This information is displayed in the instructor's presentation	
Demonstration	
Procedure	
Warning or Caution	
Hint	
Related or Additional Information	
Facilitated Discussion	
User interface control	*Example text*
Window title	*Example text*

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Course Overview

TARGET AUDIENCE

This course is intended for the following audiences:

- Application Consultant
- Business Process Owner/Team Lead/Power User
- Data Consultant/Manager

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UNIT 1 HCM Authorization Basics

Lesson 1: Outlining HCM Authorizations

Lesson Objectives

After completing this lesson, you will be able to:

- Outline HCM authorization types
- Outline the general authorization check
- Outline the structural authorization check

Lesson 2: Creating User Master Records

Lesson Objectives

After completing this lesson, you will be able to:

- Create a user master record for an existing employee

Lesson 3: Copying SAP-Delivered Roles

Lesson Objectives

After completing this lesson, you will be able to:

- Copy SAP-delivered sample roles

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UNIT 2 General Authorization Checks

Lesson 1: Outlining HCM Authorization Checks

Lesson Objectives

After completing this lesson, you will be able to:

- Outline HCM authorization objects
- Outline the process of checking master data storage on infotypes during authorization checks
- Outline the authorization check used when HR infotypes are edited or read
- Outline the personnel number check used to control user access to personal information

Lesson 2: Setting Up an Authorization

Lesson Objectives

After completing this lesson, you will be able to:

- Set up authorizations for an administrator

Lesson 3: Defining SAP E-Recruiting Authorization Objects

Lesson Objectives

After completing this lesson, you will be able to:

- Define SAP E-Recruiting authorization objects

Lesson 4: Defining Personnel Planning Authorization Objects

Lesson Objectives

After completing this lesson, you will be able to:

- Define the Personnel Planning authorization objects

Lesson 5: Defining Transaction Code Authorizations

Lesson Objectives

After completing this lesson, you will be able to:

- Define authorizations for HR transactions without authorization objects

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Lesson 6: Assigning HR Cluster Data Authorizations

Lesson Objectives

After completing this lesson, you will be able to:

- Assign HR cluster data authorization to administrators

Lesson 7: Defining Customer-Specific HR Authorization Objects

Lesson Objectives

After completing this lesson, you will be able to:

- Define customer-specific HR authorization objects

Lesson 8: Setting Up Authorization Verification

Lesson Objectives

After completing this lesson, you will be able to:

- Outline the asymmetrical double verification principle
- Outline the symmetrical double verification principle
- Set up a double verification for administrators

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UNIT 3 Indirect Role Assignment

Lesson 1: Assigning Roles Indirectly

Lesson Objectives

After completing this lesson, you will be able to:

- Outline organizational management authorizations
- Outline user assignments
- Compare user authorization assignments

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UNIT 4 Period of Responsibility for Administrators

Lesson 1: Determining the Period of Responsibility for Administrators

Lesson Objectives

After completing this lesson, you will be able to:

- Outline the connection of the period of responsibility to time logic
- Outline the process of system determination of the period of responsibility
- Outline the concept of tolerance times for authorization checks
- Outline time dependency of the authorization check

Lesson 2: Outlining Time Logic for Data Access

Lesson Objectives

After completing this lesson, you will be able to:

- Outline read access time logic
- Outline write access time logic
- Describe the application of time-dependent logic
- Lock the data using the time-dependent authorization

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UNIT 5 Payroll Authorization Objects

Lesson 1: Defining Payroll Authorization Objects

Lesson Objectives

After completing this lesson, you will be able to:

- Outline authorizations used for the personnel control record
- Outline authorizations used to control the posting of payroll results to accounting
- Outline the authorizations used for the off-cycle workbench

Lesson 2: Controlling Access to Schemas and Personnel Calculation Rules

Lesson Objectives

After completing this lesson, you will be able to:

- Set up an authorization to control access to schemas and personnel calculation rules

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UNIT 6 Authorization Check for Evaluations

Lesson 1: Setting Up Selection Periods for Evaluations

Lesson Objectives

After completing this lesson, you will be able to:

- Set up the selection period for an evaluation
- Determine if personnel numbers were skipped during authorization checks

Lesson 2: Creating Authorizations for the HR: Reporting Object

Lesson Objectives

After completing this lesson, you will be able to:

- Create an authorization for the HR reporting object for payroll reports

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UNIT 7 Structural Authorizations

Lesson 1: Outlining the Structure of the Personnel Planning Data Model

Lesson Objectives

After completing this lesson, you will be able to:

- Outline the connection between the personnel planning data model and evaluation paths

Lesson 2: Outlining Structural Authorization Profiles

Lesson Objectives

After completing this lesson, you will be able to:

- Outline the elements included in structural authorization profiles

Lesson 3: Creating Overall Authorization Profiles

Lesson Objectives

After completing this lesson, you will be able to:

- Create an overall authorization profile

Lesson 4: Generating Authorizations

Lesson Objectives

After completing this lesson, you will be able to:

- Outline authorizations for organizational objects
- Generate user authorizations using the RHPROFL0 report

Lesson 5: Improving System Performance for Structural Authorization Profiles

Lesson Objectives

After completing this lesson, you will be able to:

- Outline the method to improve system performance for structural authorization profiles

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UNIT 8 The Context Solution

Lesson 1: Solving Context-Sensitive Authorizations

Lesson Objectives

After completing this lesson, you will be able to:

- Outline issues related to the technical separation of general and structural authorization profiles
- Outline how using context authorization objects can solve authorization issues
- Generate context authorization objects

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UNIT 9

Additional Aspects of the General Authorization Check

Lesson 1: Outlining Organizational Key Authorization Checks

Lesson Objectives

After completing this lesson, you will be able to:

- Outline authorization checks that use the organizational key
- Update an organizational key authorization

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UNIT 10 HR Authorization: Optimization

Lesson 1: Optimizing HR Authorizations

Lesson Objectives

After completing this lesson, you will be able to:

- Evaluate HR authorization profiles
- Outline the setup for employee views of data in ESS
- Restrict the maintenance of user data by the user
- Outline the use of checks based on infotype subtypes
- Outline the setup of authorizations for batch input sessions
- Recognize the redundant read of objects
- Outline customer enhancements available using business add-ins (BAdIs)

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