HRF021

External Seminar Administration

Not all seminars and business events that are attended by your employees are internal and therefore not available in your Personnel Administration system for further administration or allocation. Making these seminars available in advance would mean a great deal of administrative expenditure.

Solution Description

With External Seminar Administration from HR Force, business events that are not covered in the SAP ERP HCM system can be submitted via the Internet too.

After a workflow-driven and therefore fully automatic approval procedure, approved seminars are automatically recorded in your SAP ERP HCM system.

Implemented Functionalities

BOOKING SEMINARS
Seminars can be booked without having to be created in the business events catalogue of SAP Learning Solution first.

WORKFLOW APPROVAL
Approval can be carried out by means of an SAP workflow and therefore be integrated smoothly into a central work basket.

CREATIONS
Employees can add installations to the approval run for further information.

TRAINING CATALOGUE
Seminars do not have to be updated manually in the training catalogue after approval. They are booked automatically.

Client Advantages

Flexible submission of seminars

Automatic approval run

Simplification of maintaining the training catalogue

Can be used without SAP Portal

Can be used as an addition to SAP Learning Solution

SAP Learning Solution reporting can be used

Usage also possible without EHP

Usage also possible with ESS On-Behalf scenarios (from EHP 5)