

1. Malaysia Payroll

Introduction of Payroll Organization

- ✓ Period parameter
- ✓ Data modifier
- ✓ Accounting Area
- ✓ Payroll periods
- ✓ Control Records

Pay Scale structure :

- ✓ Pay Scale types
- ✓ Pay Scale areas
- ✓ Pay Scale groups and
- ✓ Pay Scale levels

Wage Types Structure:

- ✓ Primary Wage Types
- ✓ Technical Wage Types
- ✓ Customer Wage Types

Wage type Characteristics

Permissibility of Personnel Sub Area and Employee Sub Group,

Valuation of wage types :

- ✓ Direct and Indirect PRZNT, INVAL. ANSAL, ASAL

Wage type Model – Defaulting wage types through Feature LGMST

Wage type groups :

- ✓ Basic Pay – 0008
- ✓ Recurring & payments – 0014
- ✓ Additional payments – 0015
- ✓ Off-Cycle – 0267
- ✓ Membership Fees - 0057 etc

Features like

- ✓ ABKRS
- ✓ TRAIIF
- ✓ LGMST
- ✓ ANSAL

- ✓ PFREQ

Front End Payroll Activities

- ✓ Remuneration Form – PE51,.
- ✓ Payroll Postings
- ✓ Payroll Schemas
- ✓ Classes

Payroll Processing in SAP

- ✓ Remuneration Statement
- ✓ Payroll Simulation
- ✓ Payroll Release
- ✓ Payroll Start
- ✓ Check Payroll
- ✓ Correct Payroll
- ✓ Exit Payroll

SPECIAL AREAS in MALAYSIA PAYROLL

Malaysia Payroll Schema L000

Processing of HRDF and Salary Withheld HUMAN RESOURCES DEVELOPMENT FUND

Asia Claims - BASIC PAY -0008, ADDITIONAL PAYMENT & DEDUCTION - 0015, FAMILY RELATED PERSON – 0021, MESCELLANEOUS PLANS - 0377, GENERAL BENEFITS INFORMATION – 0177, ADJ USTMENTS REASONS – 0387

Configuration of Malaysian Infotypes

- P0196 EPF -Feature –LEPFS FOR PROVIDENT FUND
- P0197 SOCSO -- SOCIAL SECURITY ORGANISATION
- P0198 STD Tax -- SCHEDULER TAX DEDUCTION
- P0199 Additional Tax
- P0547 Benefits In Kind
- P0374 General Eligibility - ADVANCE PAYMENTS

2. Recruitment

Introduction of Recruitment Recycle

Work Requirement & Advertisement

- ✓ Vacancies
- ✓ Advertisements

- ✓ Media
- ✓ Recruitment Instruments
- ✓ Personnel officers.

Applicant Administration :

- ✓ Application Range and
- ✓ Application Group as per Clients requirements.

Applicant Selection

- ✓ Applicant Status text
- ✓ Applicant Status Reasons.
- ✓ Permissibility of Status Reasons to Status
- ✓ Features STATU etc

Application Actions.

Transferring of Applicant Data to Personnel Administration

3. Personnel Development

Integration switches, edited scales, Proficiency descriptions.

Scales:

- ✓ Quality Scale
- ✓ Rating scales
- ✓ Proficiency

Maintain Qualification Catalog

4. Training and Event Management

Introduction of Events.

Briefing of Training Requirements.

Business Event Preparation :

- ✓ Created resources,

Schedules:

- ✓ Time Schedules
- ✓ Day Segments
- ✓ Day Schedule.

Locations, Organizers,

Business Event :

- ✓ Business Event Group &
- ✓ Business Event Types

Resources:

- ✓ Rooms
- ✓ Instructors
- ✓ Materials etc,

Reservation :

- ✓ Booking
- ✓ Precooking
- ✓ cancelation & replacing the Attendee for the Event.

Doing customizing –

- ✓ Basic Settings
- ✓ Course Preparation
- ✓ Day to Day activities

5. Compensation Management

Compensation Areas

Periods : Planning Periods, Budget periods

Pay Scale Structure :

- ✓ Pay Scale Type
- ✓ Pay Scale Area
- ✓ Pay Scale Grade
- ✓ Pay Scale Level

Job Pricing

Salary Survey

Salary Components

Eligibilities

Enrollments.

6. ESS & MSS (Employee / Manager Self Services)

General settings for ESS :

- ✓ Creation of sap users for ESS
- ✓ Assignment of employees to users
- ✓ User administration
- ✓ Overview of Pages
- ✓ MiniApp for Personal Picture

Service Specific Settings:

- ✓ Address Book:
- ✓ Who's Who Service.

Working Time:

- ✓ Leave request
- ✓ Time calendar
- ✓ Time Accounts
- ✓ Record Working Time
- ✓ Clock In/Out Corrections
- ✓ Time Statement.

Benefits and Payments

- ✓ Own Data
- ✓ Career and Job:
- ✓ Skills Profile

Travel management

Company Information

ESS Settings For Specific Services

- ✓ Who's Who Service
- ✓ Time Management
- ✓ Travel Mgmt
- ✓ Training
- ✓ Benefits
- ✓ Jobs, Payments
- ✓ Tax data
- ✓ Personal Information
- ✓ Skills
- ✓ Life & Work Events

ESS Customer Enhancements:

Workflow Process with Scenarios

Layout of Web Application

Business Add-Ins(BADis)

ESS in Personnel Administration

Employee Self-Services for Remuneration

Employee Self-Service in Personnel Development

Employee Self-Service in Recruitment

ESS with Portal Integration

vice versa mss configuration will be

7. Travel Management:

- ✓ Info types
- ✓ Functions
- ✓ Service providers
- ✓ Interface setup

Special Topics

1. LSMW
2. Authorization
3. Specific Reports & Ad Hoc Reports
4. Info types creations
5. Transfer pay roll results FI
6. Screen Modification
7. PCRs
8. ASAP METHODOLOGY
Methodology to be adopted in a live scenario
Overview about live scenario procedure

Additional Benefits

1. Resume Preparation as per IT
2. 100% Free material for with INTERVIEW QUESTIONS AND ANSWERS