

Attachment 1: SAP - Addition of the SuccessFactors Talent Modules



Addition of the SuccessFactors Talent Modules

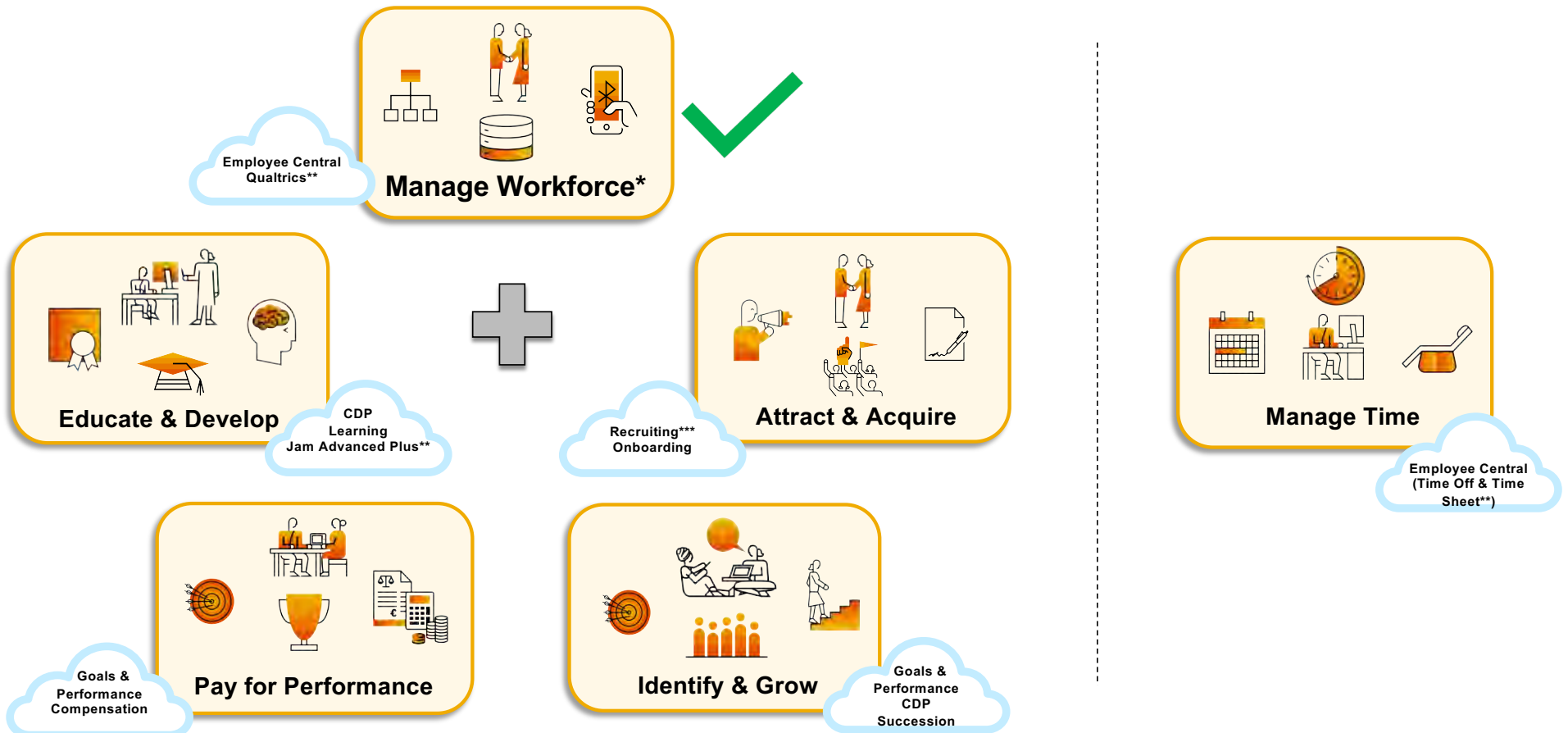
Graham Turner
Killol Joshi

PUBLIC

Agenda

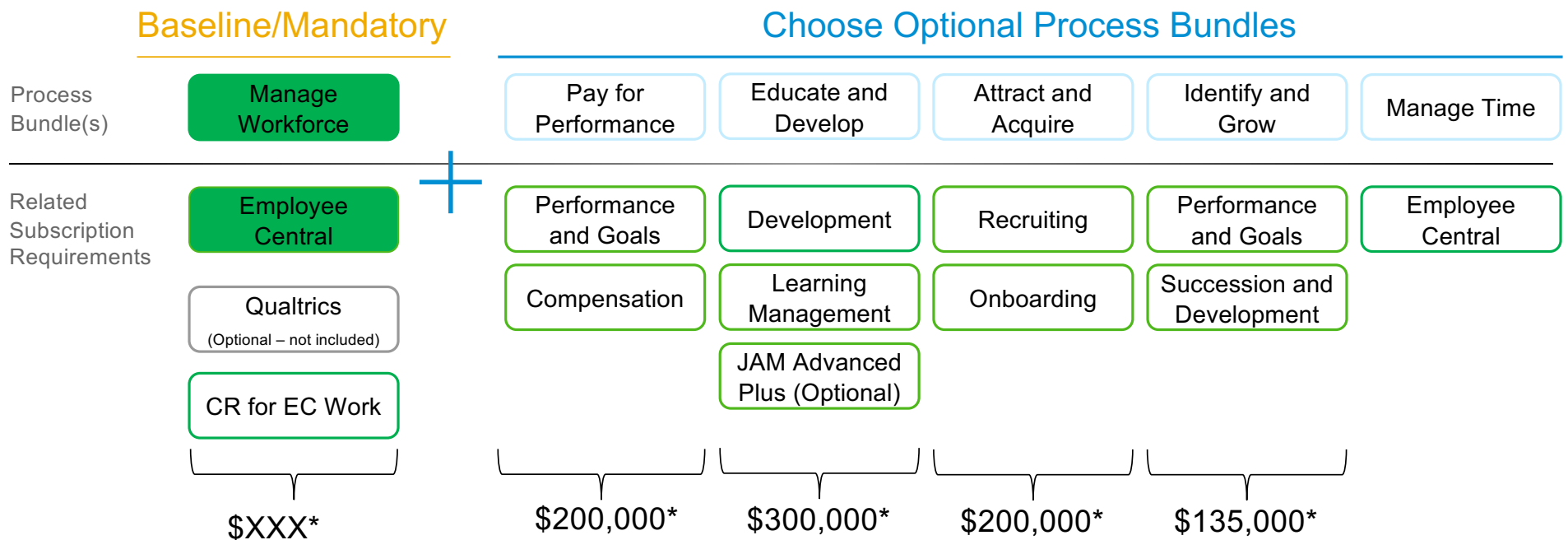
- ✓ Overview
- ✓ High Level Estimates
- ✓ Next Steps

SAP Talent Scope – select your process options



Subscription and Services Relationship

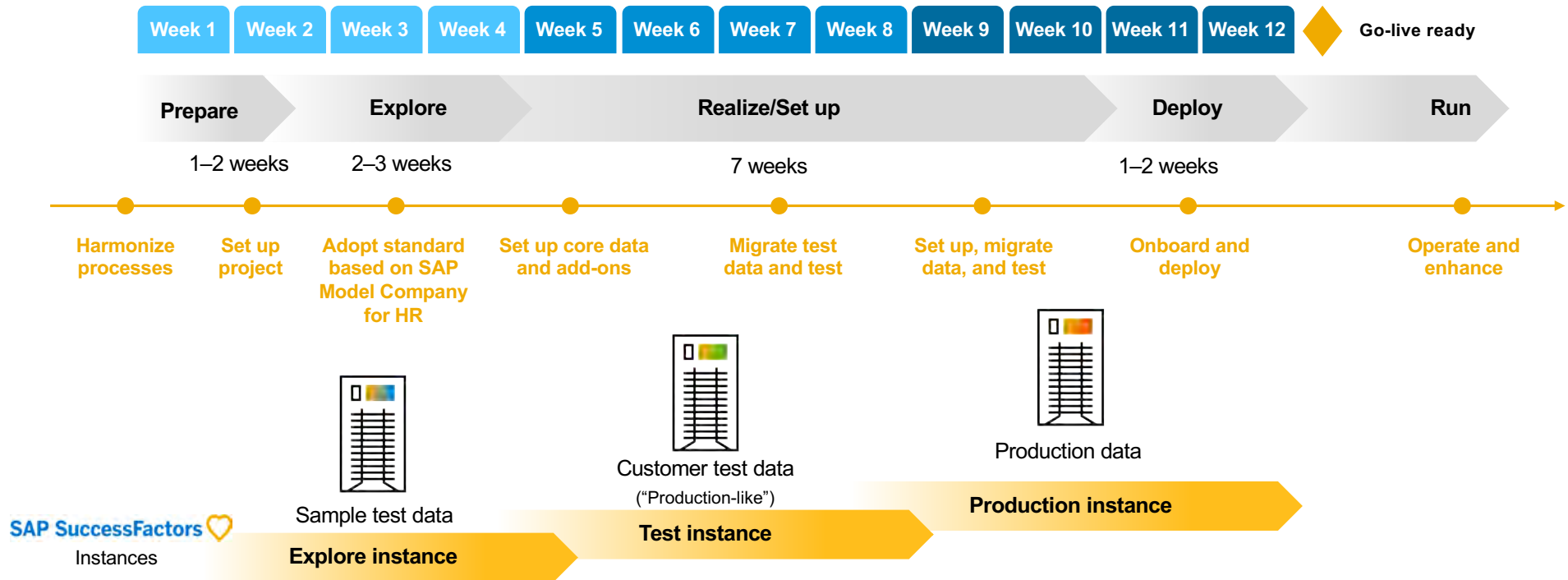
Depending on the selected SAP Model Company for HR processes, you need to subscribe to the following Products:



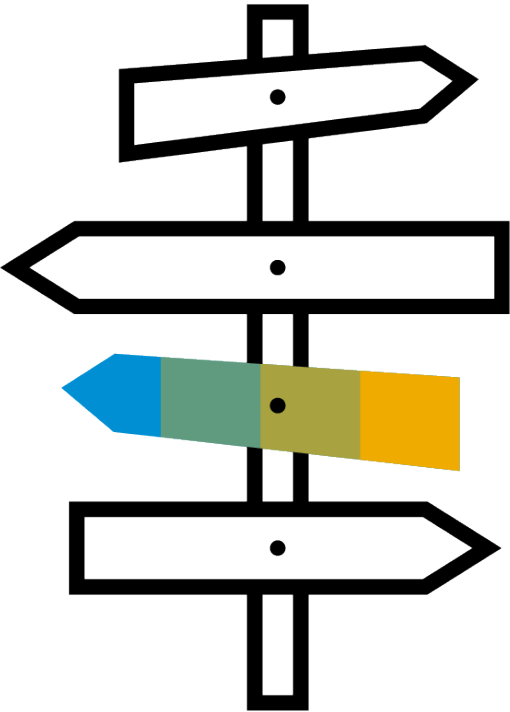
* High Level Estimates, subject to scope confirmation and management approval

Delivery approach: Adopt fit-to-standard

Example for implementation of SAP Model Company for HR *Manage Workforce only*



Next Steps



Appendices

Pay for Performance Process Bundle



Set and Maintain Goals*

align employee goals with company objectives



Continuous Feedback and Coaching*

regular employee-manager meetings monitoring progress & activities, capturing achievements, mitigate issues and plan improvements



Review Performance*

manager and employee self assessment to determine goal achievements, competencies and performance rating



Manage Rewards & Recognition

allow colleagues to nominate employees for monetary & non-monetary awards based achievement categories & levels



Manage Salary Review

salary reviews with manager discretion to plan and approve individual adjustments for merit, promotions and lump-sums, based on predefined budgets and guidelines



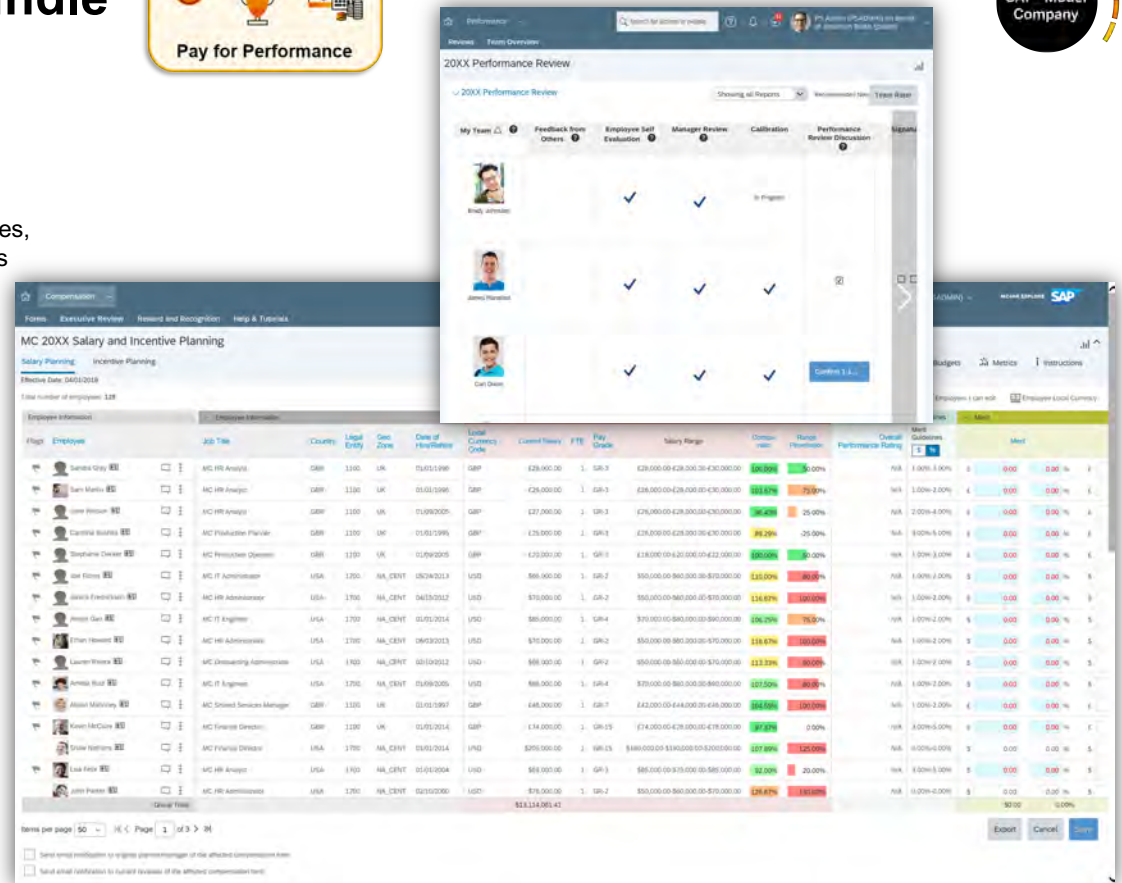
Manage Short-Term Incentives

automated assignment of bonus plans and calculation of bonus pay outs with or without manager discretion



Manage Long-Term Incentive Granting

appropriately grant employees either stock, options or Restricted Stock Units



* shared with Identify & Grow if both bundles in scope

Pay for Performance Process Bundle



The business benefits of this process bundle are:



Support for both short-term and long term incentive schemes



Easy creation and cascade of corporate goals to everyone in the company



Addition of personal goals and opportunity to review all goals on a continuous basis with feedback and coaching



Ability to forecast short-term incentive awards



Annual performance review



Handling of mandatory increases



Tailored personal compensation statements



Support for a rewards and recognition program

Educate & Develop Process Bundle



Plan Career & Development*

employees review career opportunities with managers and determine development needs as well as their own development goals, and combine into a development plan



Mentoring*

create relationship between employees to support learning & development



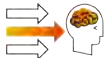
Analyze Learning Needs

analyse and identify learning needs, both mandatory and voluntary, that meet organizational and career development goals.



Create & Manage Learning Content

schedule learning event, plan delivery resources, publish in catalog and manage registration, maintain a catalog of learning items: classroom, e-learning, etc



Assign Learning

automatic and manual assignment of learning items to learners



Register/Cancel for Scheduled Offering

learners register/cancel from instructor-led event with appropriate approvals



Consume Learning

learner initiates & completes on-line learning, or attends learning event



Learning Follow-Up

record completion, provide feedback and review against development plan

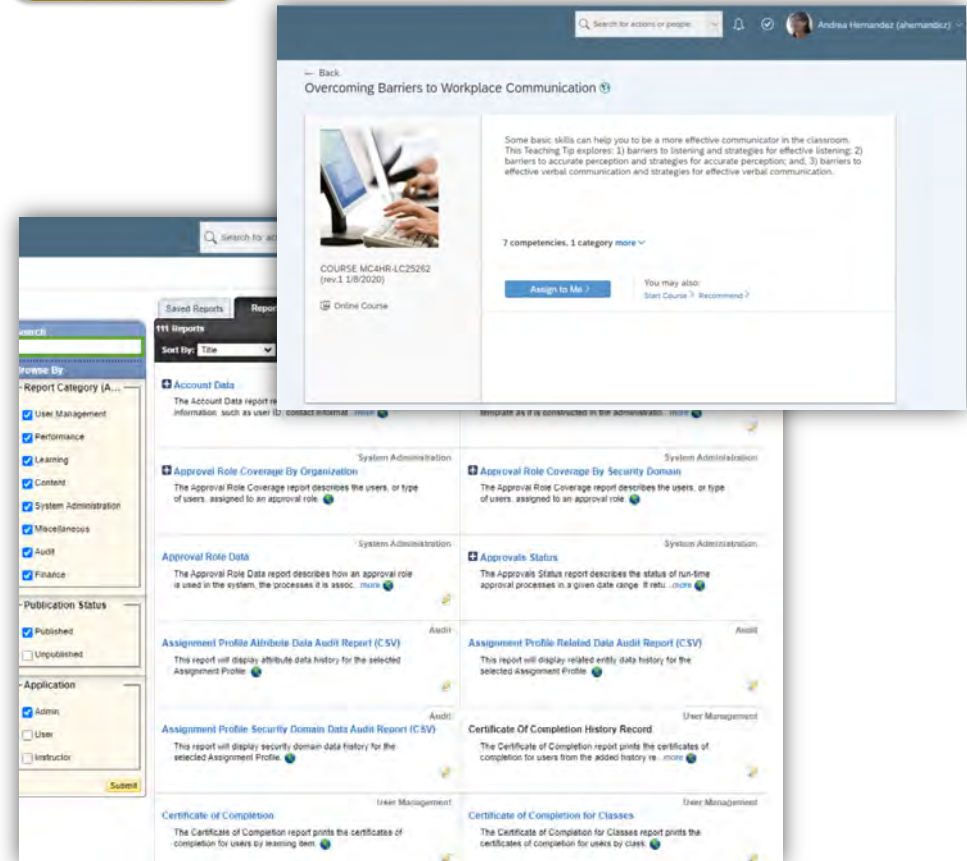


Jam**

support social learning creating Jam groups and pages, invite participants, provide community & collaboration governance



Educate & Develop



*shared with Identify & Grow if both bundles in scope

**optional

Educate & Develop Process Bundle



The business benefits of this process bundle are:



Employees empowered to take control of career development planning and career path with manager support



Accelerated employee development with mentoring programs



Supports review & consolidation of learning needs from organization (top-down) & employees/managers (bottom-up) to achieve organizational training goals



Flexible catalogs of learning items available to learners based on a multitude of data-driven parameters enabling self-service learning opportunities



Automated assignment of learning items to reinforce organizational training requirements



Easy monitoring of learning activities and completion by learner and manager



Social learning through Jam Collaboration* connecting people, information and experts

*optional

Attract & Acquire Process Bundle



Job Requisition

create and post from a vacant position



Talent Search

quickly find potential candidates already registered in talent pipelines and candidate pools



Candidate Experience

simple and compelling search and apply for internal and external candidates with Recruiting Marketing



Candidate Relationship Management

applicant tracking and candidate engagement, talent pools, email campaigns, predefined forms and landing pages



Candidate Selection

shortlist candidates, identify preferred candidate, negotiation and verbal acceptance



Close Recruiting

create and send offer to candidate, finalize, initiate background checks and close



Manage Onboarding

pre-boarding, first working day of new hire, internal hires via Recruitment



Manage Offboarding

administrate end of employment, return assets, collect feedback



Recruiting

Job Requisition Details Sources Preferences Candidates Interview Central Interview Scheduling Marketing Source Tracker

MC Automotive Technician (1041)

Job Requisition Details JOB PROFILE CANDIDATES JOB POSTINGS (2) CANDIDATE SEARCH VIEW CANDIDATE RATINGS (2) MARKET JOB

Status: Open Hiring Manager: Jonathan Blake BE Age: 38

Talent Pipeline View active candidates (4) View all candidates (7)

Forwarded	Invited To Apply	New Application	Screen	Manager Review	Interview	Offer	Ready To Hire	Hired	Regret Send Email	Regret No Email	Automatic Disqualified	Requisition Closed	Hired On Demand
0	0	1	0	3	0	0	0	0	0	1	1	0	0

Candidates: View all candidates (7)

0 Selected Action Display Options Filter Options

Name	New	Status	Forwarded By	Forwarded from Requisition	Date Forwarded	Candidate Type	Rating	Source	Candidate Source	Phone Number	Last Updated
Anna Bial		Hiring Manager Review				External	N/A	Job Board: Other	Job Board: Other	267-995-8886	12/12/2018
Anna Thomas		Hiring Manager Review				Internal	N/A	Internal Site	Internal Site		12/12/2018
Chris Brown		Automatic Disqualified				External	N/A	Job Board: Other	Job Board: Other	908-777-8666	12/12/2018
David Spencer	New	New Application				External	N/A	Corporate: External	Corporate: External	123-123-1234	07/26/2019
Luxembourg Bewerber	Updated	Deleted On Demand By Candidate				External	N/A	Corporate: External	Corporate: External	0112298	04/12/2019
Michael Lee		Hiring Manager Review				External	N/A	Job Board: Other	Job Board: Other	786-888-7777	12/12/2018
Scott Wright		Declined Basic Qualifications-No Email				External	N/A	Job Board: Other	Job Board: Other	999-888-6777	12/12/2018

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Attract & Acquire Process Bundle



The business benefits of this process bundle are:



Simple position creation by the hiring manager



Easy transfer of the vacancy details to the recruiter



Rapid job posting both internally and to external web sites



Rich candidate experience creating immediate engagement



Onboarding activities that ensure a new employee is effective as soon as possible



New employee details captured once and stored as the master record

Identify & Grow Process Bundle



Set and Maintain Goals*

align employee goals with company objectives



Continuous Feedback and Coaching*

regular employee-manager meetings monitoring progress & activities, capturing achievements, mitigate issues and plan improvements



Review Performance*

manager and employee self assessment to determine goal achievements, competencies and performance rating



Conduct 360 Degree Review

collect competency feedback from managers, peers & subordinates



Identify and Nominate Talent

managers assess employees growth potential, set talent flags and nominate employees for talent pools and key positions



Conduct Talent Review

review talent assessments and succession nominations



Plan Succession

managers review succession plans for key positions in their scope



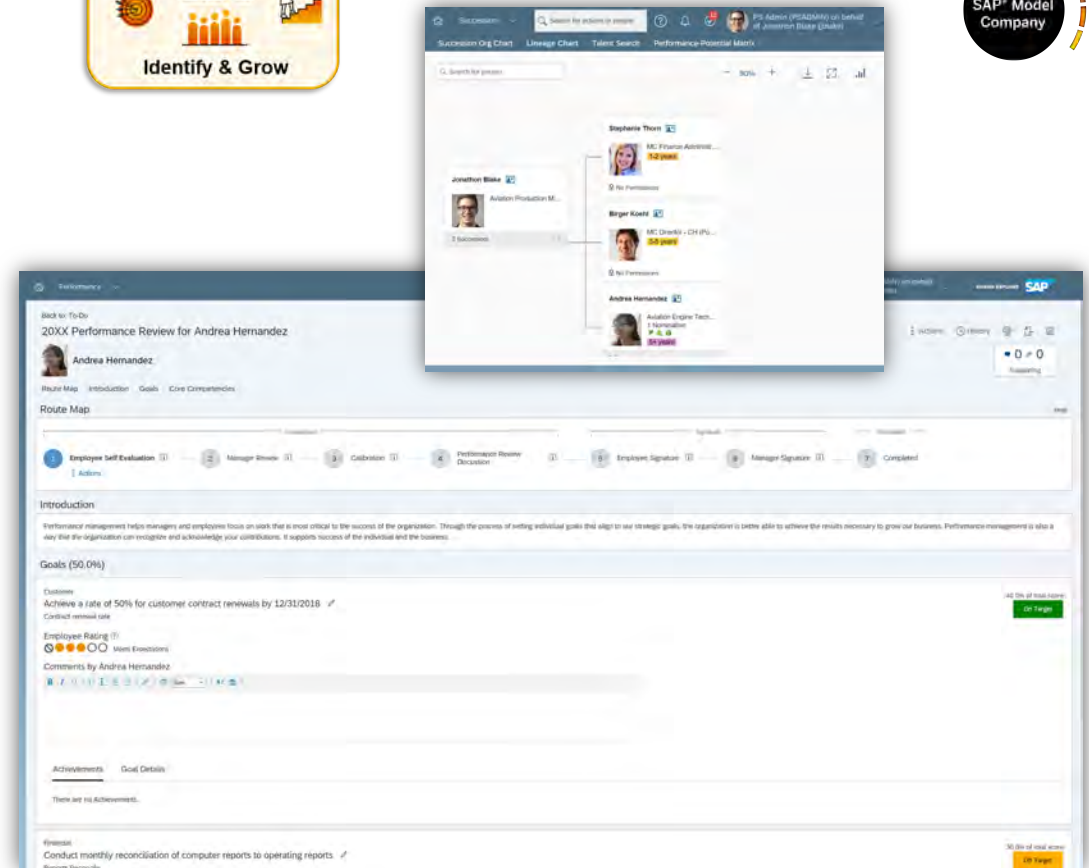
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Identify & Grow Process Bundle



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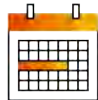


Annual performance review with the results feeding into talent development and succession planning processes



Talent development aligned with personal career aspirations, succession potential, annual performance and 360 degree feedback supported by mentoring

Manage Time Process Bundle*



Set Up and Manage

time accounts, time types, holiday calendars and entitlements



Manage Short Term Absences

planned & unplanned with and without balances



Adjust Absence Entitlements

time administrators update employee absence quotas with manager and HR approval if appropriate



Pay Out Time Accounts

manual or automated pay-out of unused absence quota at end of defined time period or following termination



Time Sheet**

enter time, approve/reject time, amend and evaluate time, and manage work schedules

The screenshot displays the SAP Manage Time interface for Tom Smith, an IT Manager in Munich. It shows a 'Time Off' dropdown menu, a 'Balances' section with 'Vacation' (9 days, 79 hours), 'Sick Leave' (10 days, 80 hours), and 'Education' (1 day, 8 hours). Below this is a calendar view for April and May 2013, showing days off. A 'Time Calendar' table lists dates and hours. A 'Comment' field is present. At the bottom, there is a form to request time off, with fields for 'timeType' (Vacation), 'startDate' (06/17/2013), 'endDate' (06/21/2013), 'Requesting' (5 days, 40 hours), and a 'comment' field. Buttons for 'Cancel' and 'Submit' are at the bottom right.

*country and language restrictions apply

**optional

Manage Time Process Bundle



The business benefits of this process bundle are:



Single interface allows employees to record many types of absence



Easy absence planning with Team Absence Calendar visible to employee and manager



Request and approval of absences using SuccessFactors Mobile Application



Time Account Pay-out automatically generates Pay Components



Centralized time administrator workbench providing an overview of time accounts, absences, employee records, and process alerts



Track regular working time and overtime*

*optional



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