

Contents

SAP Overview	2
Course Goals	2
Course Objectives	2
Unit 1: Introduction	2
Unit 2: Navigation	2
Unit 3: Systemwide Concepts	2
Unit 4: Logistics	3
Unit 5: Financials.....	3
Unit 6: Human Capital Management	3
Unit 7: Analytics and Strategic Planning	3
Unit 8: SAP NetWeaver	4
Unit 9: Customer Service Network	4
Course Summary.....	4

SAP Overview

Course Goals

- Explain the terminology used by SAP
- Describe the concept behind SAP's business solutions
- Develop the baseline SAP knowledge necessary for participation in more detailed SAP courses

Course Objectives

- Identify the range of SAP solutions
- Participate in more detailed SAP classes
- Effectively use SAP terminology

Unit 1: Introduction

- Discuss SAP's milestones and history
- Explain SAP's product offerings
- Name the central SAP applications
- Explain the concept and history of an ERP system

Unit 2: Navigation

- Create a new logon entry in the SAP Logon window
- Log on to any SAP system
- Describe the layout of the SAP Easy Access screen
- Differentiate between the SAP standard menu and the role-based user menu
- Use the favorites feature and add a transaction to your Favorites menu
- Navigate within the SAP Easy Access screen using several navigational options
- Create multiple active sessions
- List and describe the forms of help in the SAP system
- Search for and obtain helpful information using the different help methods in the SAP system
- Personalize the user interface
- Explain the difference between an application and a component

Unit 3: Systemwide Concepts

- State the purpose of an organizational element in the SAP system
- Explain the purpose of master data in the SAP system
- Explain the purpose of transactions in SAP training
- Explain the use of IDES

Unit 4: Logistics

- Discuss the various key operational processes
- Illustrate the integration between the key operational processes
- Outline the tasks associated with sales order management
- Explain how SAP within mySAP ERP supports the key processes in sales order management
- Outline the tasks associated with the customer relationship management process
- Explain how SAP supports the key processes in customer relationship management with the mySAP CRM application
- Outline the tasks associated with production planning and manufacturing execution
- Explain how mySAP ERP supports key processes in production
- Outline the tasks associated with the supply chain management process
- Explain how SAP within the mySAP SCM application supports the key processes in supply chain management
- Explain how SAP SCM integrates with other components and systems
- Outline the tasks associated within the procurement cycle
- Explain how SAP within mySAP ERP supports the key processes in Procurement
- Outline the tasks associated with the supplier relationship management process
- Explain how SAP within the mySAP SRM application supports the key processes in supplier relationship management
- Explain how SAP SRM integrates with other components and systems
- Outline the tasks associated with processes supporting sales order management, production, procurement, and product lifecycle management
- Explain how mySAP ERP and mySAP PLM support the key processes in product lifecycle management

Unit 5: Financials

- Outline the tasks associated within Financial Accounting and Management Accounting
- Explain how SAP within mySAP ERP Financials supports the key processes in Financial Accounting and Management Accounting

Unit 6: Human Capital Management

- Outline the tasks associated within Human Capital Management
- Explain how SAP within mySAP ERP Human Capital Management supports the key processes in Human Capital Management

Unit 7: Analytics and Strategic Planning

- Outline the tasks associated with basic reporting, advanced analytics, and strategic planning
- Explain how SAP within mySAP Business Suite supports reporting, analytics, and strategic planning

Unit 8: SAP NetWeaver

- List the subareas of SAP NetWeaver
- Outline the importance of the SAP NetWeaver Application Server as the central foundation of the Application Platform for all SAP systems
- Outline the importance of SAP NetWeaver Portal as an access technology
- Explain how SAP NetWeaver Business Intelligence and SAP NetWeaver Master Data Management are positioned within the overall concept of SAP NetWeaver Information Integration
- Outline the options available for reporting
- Outline the importance of SAP NetWeaver Exchange Infrastructure as an integration technology component

Unit 9: Customer Service Network

- Explain the functions of the SAP Service Marketplace

Course Summary

- Identify the range of SAP solutions
- Participate in more detailed SAP classes
- Effectively use SAP terminology