


Accenture HR Management Suite

Easy-to-use, role-based mySAP™ ERP HCM access
via the Web


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There is great efficiency potential to be had by automating and streamlining time-intensive administrative tasks and processes in HR management. Integration of personnel processes and human capital management infrastructure across decentralized locations and systems is critical. Moreover, essential benefits can be driven from consistently connecting Personnel Administration (PA) and Organization Management (OS) functions: The easy navigation between the different personnel-related processes (such as wage types, employee absences or master data) helps deliver outstanding results in performing everyday administrative tasks, freeing up time to dedicate to more strategic projects.

With the Accenture HR Management Suite, we support businesses in optimizing their PA and OS functions and processes on their way to high-performance business.

The Accenture HR Management Suite is a Web-based front-end to mySAP ERP HCM, designed to radically simplify remote access for SAP users in satellite branches, outlying business units or home-working and is specially optimized for occasional users. With easy access via a Web-browser, there is no need for installation and maintenance of software locally.

The Accenture HR Management Suite allows a wide range of personnel processes to be covered remotely, from master data maintenance, carrying out personnel actions or reporting, right through to organization and compensation management.

Personnel officers and HR administration staff in a decentralized organization are able to capture and maintain HR and organizational data locally, using a simple user interface tailored to their specific role.

Irrespective of where users are located, they are able to access current data directly from the SAP system, removing the former information flow in the form of calls, faxes, letters, and emails. By removing unwieldy business processes and duplicate data entry, accuracy and efficiency are significantly improved.

The role-specific model within the Accenture HR Management Suite enables the integration of Personnel Administration (PA) and Organization Management (OS) functions, with role-specific screens tailored to the user's needs.

This integration enables users to quickly navigate between organization management and personnel administration, and make entry changes to wage types, employee absences or master data. The product was designed in close partnership with our clients to offer a solution that provides the user with an easy-to-use tool for everyday administrative tasks. These processes are not constrained by the logic of the system, but designed to meet the requirements of your business.

For the user, maintenance of SAP data is simplified, enabling them to concentrate on their core tasks. The intuitive and user-friendly design of the system means that expertise in mySAP ERP HCM is not required.

Accenture HR Management Suite—an overview

Base Component

mySAP ERP HCM hierarchical information enables easy navigation through a tree structure. This adapts to the role of the user—screens are created by clicking on objects such as personnel number, position or cost center.

The base functionality simplifies searching, with users able to add and change menus or link to other IT applications, and provides the platform to enhance standard functionalities, such as the powerful HR file system *aconso* for SAP.

HR PersManager: Personnel Data

Maintenance of personnel data is simplified, including actions such as hiring, organizational change, re-entry and termination. The standard module enables data to be summarized into menus; for example, personnel or time data, or previously separated SAP infotype fields can be grouped into combined screens.

HR OrgManager: Organizational Management

This component enables SAP-OS maintenance in mySAP ERP HCM (Position and Organizational module). The “drag and drop” functionality allows you to easily move positions or even complete organizational units. Standard tree views let you distinguish among the various views of the organization and build the base of the authorization concept.

The process-orientated approach lets you start hiring a person directly from a vacant position.

In addition to the standard functionality, the market-leading organizational charting software, *OrgPublisher™* for SAP solutions, can be fully embedded.

HR Remuneration Manager: Payroll Data

Powerful capture screens for payroll information allow you to maintain wage types for organizational units, including subdivisions, and offer functions like copy, mass copy and delete as well as intelligent drop-down lists, optimized print capabilities, and an export option to Excel.

HR Time Manager: Time Data

HR Time Manager facilitates the creation, maintenance, and deletion of personnel information relating to time management, such as the administration of employee absences or employee time recording changes.

HR Process Manager: Workflow and Communication

This module offers flexible options to control HR processes, with the standard role approver optimized for approval or refusal of HR changes. The system allows you to generate regular emails with overviews of approval data directly linked to the related screens. The ability to attach text to data or processes streamlines communications.

HR Report Manager: Information System

This module allows standard SAP reports to be integrated into the application to develop an HR information system.

The universal use of SAP Organizational Management facilitates an easy start for every ABAP program and supports the adoption of parameters such as relevant employees within a selected organizational unit or other objects.

Event Manager: Training and Event Management

Users can view relevant training courses with an embedded self-service enrollment process for greater efficiency.

Support

The Accenture HR Management Suite is supported by skilled professionals from Accenture Human Capital Management Solutions with expertise in business and technology and a dedicated support desk (hcmproductsupport@accenture.com) to help you resolve problems and answer your questions.

Availability

The Accenture HR Management Suite is available as of mySAP Release 4.6c in both English and German. Please contact us directly for information regarding the additional languages available at hcmsoftwaresales@accenture.com.

Minimum requirements

- mySAP ERP 4.7
- mySAP ERP HCM Organization Management
- Web browser

About Accenture Human Capital Management Solutions

Accenture Human Capital Management Solutions, part of Accenture's Human Performance group, comprises deeply skilled professionals who specialize in SAP Human Capital Management (HCM) technology, strategy, and implementation. With approximately 600 SAP HCM experts globally, Accenture Human Capital Management Solutions is one of the largest and most experienced global providers of human capital management services and solutions. The organization provides deep expertise and delivers proven results in leveraging SAP HCM technology to drive higher levels of HR performance for clients. Completing the portfolio is a proprietary suite of software that increases functionality and productivity, improves quality, and reduces timelines for implementing and realizing value from the leading SAP HCM technology platform.

As part of a global network of more than 7,000 Human Performance professionals and more than 17,000 consultants skilled in SAP, Accenture Human Capital Management Solutions is uniquely capable of delivering global, complex, SAP HCM-enabled HR transformation initiatives to help our clients achieve high performance.

About Accenture

Accenture is a global management consulting, technology services and outsourcing company. Committed to delivering innovation, Accenture collaborates with its clients to help them become high-performance businesses and governments. With deep industry and business process expertise, broad global resources and a proven track record, Accenture can mobilize the right people, skills, and technologies to help clients improve their performance.

With approximately 140,000 people in 48 countries, the company generated net revenues of US\$16.65 billion for the fiscal year ended Aug. 31, 2006. Its home page is www.accenture.com.

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