

# How additional tools simplify the transfer of HR data and configuration

## System installation and IT migration made simple

The economy and technology are both in a state of dynamic change. The continuous adjustment to organizational structures and business requirements changes what we need from information technology: companies are constantly required to tailor

and update systems and infrastructures to meet their changing demands. This article looks at the implications for personnel departments and their options for keeping HR-IT systems up-to-date, faster, more cost-effective and reliable.



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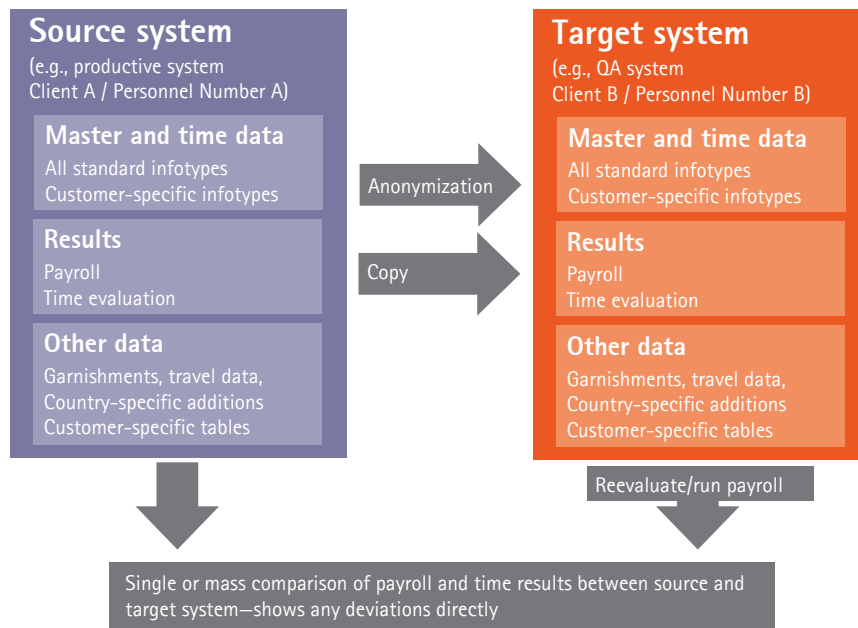
The areas of personnel, HR, and IT management are faced with the constant challenges posed by mergers, takeovers, or carve-outs, as well as HR system installations, conversions, and upgrades: How can we integrate the personnel management processes and systems of the various company divisions most effectively? How can we manage changes in wage, salary, and time management systems or the introduction of SAP HCM so that it is as simple and cost-effective as possible? When there are release changes, how can personnel data be transferred into the target system as reliably and error-free as possible? And how can we efficiently check if the new system versions have transferred the data and settings correctly, and that the processes continue to run properly?

Project experience shows that it is usually no easy task to provide effective quality assurance for system conversions. There is almost always considerable risk involved and more often than not, substantial costs. Analysts estimate

that maintenance and development of current IT systems account for roughly two thirds of a company's IT budget—half of which is spent on looking for and identifying the effects of planned changes. It is easy to see why this is the case: If a company has recently introduced SAP HCM and migrated the data, then it is necessary not only to check the converted data and to confirm that the master data is complete—there also has to be a comprehensive check to see if the newly-configured wage and salary systems, and possibly time management systems as well, are all working as they are supposed to be. In parallel test phases, often spanning several months, the results of the new accounts are also meticulously compared manually, by a large team of accounting clerks, to data from the legacy system. Their task is to repeatedly improve migration processes and to gradually eradicate any configuration and interface problems—and to do so for each individual test phase during the parallel test. The ultimate goal

includes ensuring that, despite system conversions, each and every employee continues to be paid correctly and that the amount of retroactive accounting is kept to a minimum. Subsequent error corrections are extremely time-consuming, irritating to employees, and energy-sapping for the team.

There are several preliminary steps for simplifying this migration work. It is particularly important to employ specific tools to provide automation and support. Accenture Software for Human Capital Management has created various tools to allow for a complete and comprehensive test and checking system. The software helps reduce errors, simplify and systemize the remaining manual work required, and document all the processes in a transparent way. The issue of flexibility requires particular attention: solutions must guarantee easy maneuverability in order to map a company's specific organizational and operational requirements with minimum effort.



The Accenture tools mainly use two levers—reliable, uncomplicated copying of SAP HCM data and simplified and improved variation comparison.

### Lever 1: Merging personnel data reliably

Accenture Clone and Test is a tool used by many clients to facilitate high-quality test environments with relevant data from the production system. The tool can also be used to transfer HCM data from two or more SAP systems simply and reliably to a joint target system. It can help to copy targeted parts of the SAP HR application from the system for restructuring and spin-off companies.

Accenture Clone and Test migration packs make it easy to flexibly define the conversion rules for PA and PD data that are often necessary during the copying process. The first step involves analyzing the values to be converted in the source systems, and then assigning a new target value.

During the final step, the Clone and Test solution automatically generates user exits.

### Lever 2: Comparing and analyzing test and migration results quickly and completely

It is a challenge to completely identify and explain the variations arising between legacy and target systems, given the huge amount of data that has to be converted for installations and migrations. Accenture Data Comparison Manager has been developed to provide efficient research into variations. The tool allows for a comprehensive comparison of accounting or simulation results between different legacy systems and/or SAP systems. The conversion results are easily compared through a user-friendly interface. The workbench allows testers to efficiently compare data and evaluate variations. Finally, transparent reports and statistics simplify project management.

### Conclusion

High-performance IT tools are essential for ensuring quality and efficiency when highly sensitive services require rapid changes and comprehensive data handling. In the area of personnel management in particular, they can play a significant role in accelerating and optimizing the tasks related to system and organizational developments.

Based on a strong mix of HR experience and expertise in HR process optimization using SAP HCM, Accenture Software for Human Capital Management has developed an innovative software suite that accelerates the implementation of SAP HCM and helps make HR business processes more efficient.

For further information about Accenture Software for HCM solutions visit: [www.accenture.com/hcmssoftware](http://www.accenture.com/hcmssoftware)

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