

SAP Payroll Syllabus

1. Introduction to SAP HCM & Payroll :-

- Overview of SAP HCM
- Structure of SAP HR system
- Integration of Payroll with:
 - Personnel Administration (PA)
 - Organizational Management (OM)
 - Time Management (TM)

2. Organizational & Payroll Structure :-

- Enterprise Structure
- Personnel Structure
- Payroll Areas
- Company Code & Personnel Area

3. Master Data (Infotypes) :-

- Introduction to Infotypes
- Important Infotypes:
 - IT0001 – Organizational Assignment
 - IT0002 – Personal Data
 - IT0006 – Address
 - IT0007 – Planned Working Time
 - IT0008 – Basic Pay
 - IT0014 – Recurring Payments
 - IT0015 – Additional Payments

4. Wage Types :-

- Introduction to Wage Types
- Primary vs Secondary Wage Types
- Wage Type Configuration
- Allowances & Deductions setup



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5. Payroll Basics :-

- Payroll Control Record
- Payroll Period
- Payroll Process Flow
- Retroactive Accounting

6. Payroll Processing :-

- Payroll Driver (India: PC00_M40_CALC)
- Schema & Subschema
- Payroll Functions & Operations
- Running Payroll
- Error Handling

7. Payroll Schema Configuration :-

- Understanding Standard Schema
- Copying & Modifying Schema
- Rules (PCR – Personnel Calculation Rules)
- Custom Payroll Logic

8. Statutory Compliance (India Payroll) :-

- Provident Fund (PF)
- Employee State Insurance (ESI)
- Professional Tax (PT)
- Income Tax (TDS)
- Gratuity & Bonus

9. Time Data Integration :-

- Attendance & Absences
- Overtime Calculation
- Leave Processing impact on payroll

10. Payroll Results & Reporting :-

- Payslip Generation
- Payroll Logs
- Remuneration Statement
- Standard Reports



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11. Posting to Finance :-

- Integration with SAP FI
- Posting Payroll Results to GL
- Cost Center Accounting

12. Year-End Activities :-

- Form 16 Generation
- Tax Reconciliation
- Year-End Closing Process

13. Advanced Topics :-

- Off-cycle Payroll (Bonus, Arrears)
- Retro Payroll
- Payroll Simulation
- Authorization in Payroll



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