

3 Days

80538A: Human Resource Management in Microsoft Dynamics AX 2012 R2

Human Resource Management in Microsoft Dynamics® AX 2012 R2 training program will enable the participants to complete the setup and data entry that is used for the Human resources module in Microsoft Dynamics AX 2012 R2. You will learn the process of using the Human resources module to track worker setup, absences, performance, compensation, and benefits. Furthermore, you will also be to maintain jobs and positions and recruit for open positions after completion of this course.

Objectives:

You should be able to meet the following objectives after the completion of the course:

- Accessing the HR functionality on the Enterprise Portal.
- Identifying the connection between compensation and employee performance.
- Pinpointing where, how, and why skills are used in Microsoft Dynamics AX.
- Registering skills for employees.
- Setting up an organizational structure.
- Using recruitment reports.
- Using the absence analysis tools.
- Working with payroll information and benefits.

Course Details

Course Outline

Module 1: Introduction to Human Resource Management

Module 2: Organization Set Up

Module 3: Worker Setup

Module 4: Administer Recruitment Process

Module 5: Absence Administration

Module 6: Manage Competencies

Module 7: Manage Worker Performance

Module 8: Administer Courses

Module 9: Manage Compensation

Module 10: Set Up Benefit Information

Module 11: Enterprise Portal

Who Should Attend

Experienced Microsoft Dynamics AX users

Pre Requisite

The students should know the following, before attending this course:

- At least a basic knowledge of payroll and human resources concepts.
- Familiarity with Microsoft Dynamics AX 2012.

Exams

Microsoft Certified Professional (MCP) []

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