



SAP SuccessFactors

Onboarding

2H 2024 Release Briefing

By Harsha Vernekar



Harsha Vernekar

Manager and Lead SuccessFactors Consultant
SuccessFactors Experience: Since 2013

Harsha is the SME for SAP SuccessFactors Onboarding at Effective People. She is highly experienced consultant with 10+ years of experience with SAP SuccessFactors.

The focus for Harsha in the last 6 years has been Recruiting and Onboarding. She holds professional certifications in **Recruiting** (both RCM and RMK) and **Onboarding (both 1.0 and 2.0)**. Additionally, she is certified in **Employee Central** and **Performance & Goals Management**.

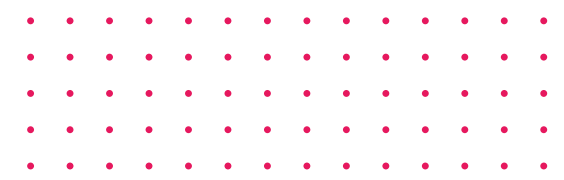


Agenda

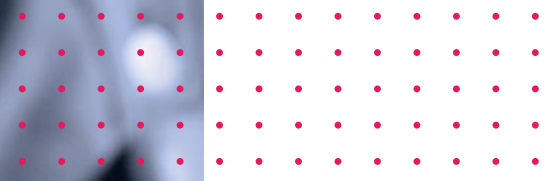
SAP SuccessFactors Onboarding

- Most Important Topics
- Deep Dive Topic
- Product Road Map





Most Important Topics



Primary and Secondary New Hire Tasks for Process Variant Manager

Administrators can now associate standard and custom tasks with the updated Primary New Hire Tasks step and the Secondary New Hire Tasks step.

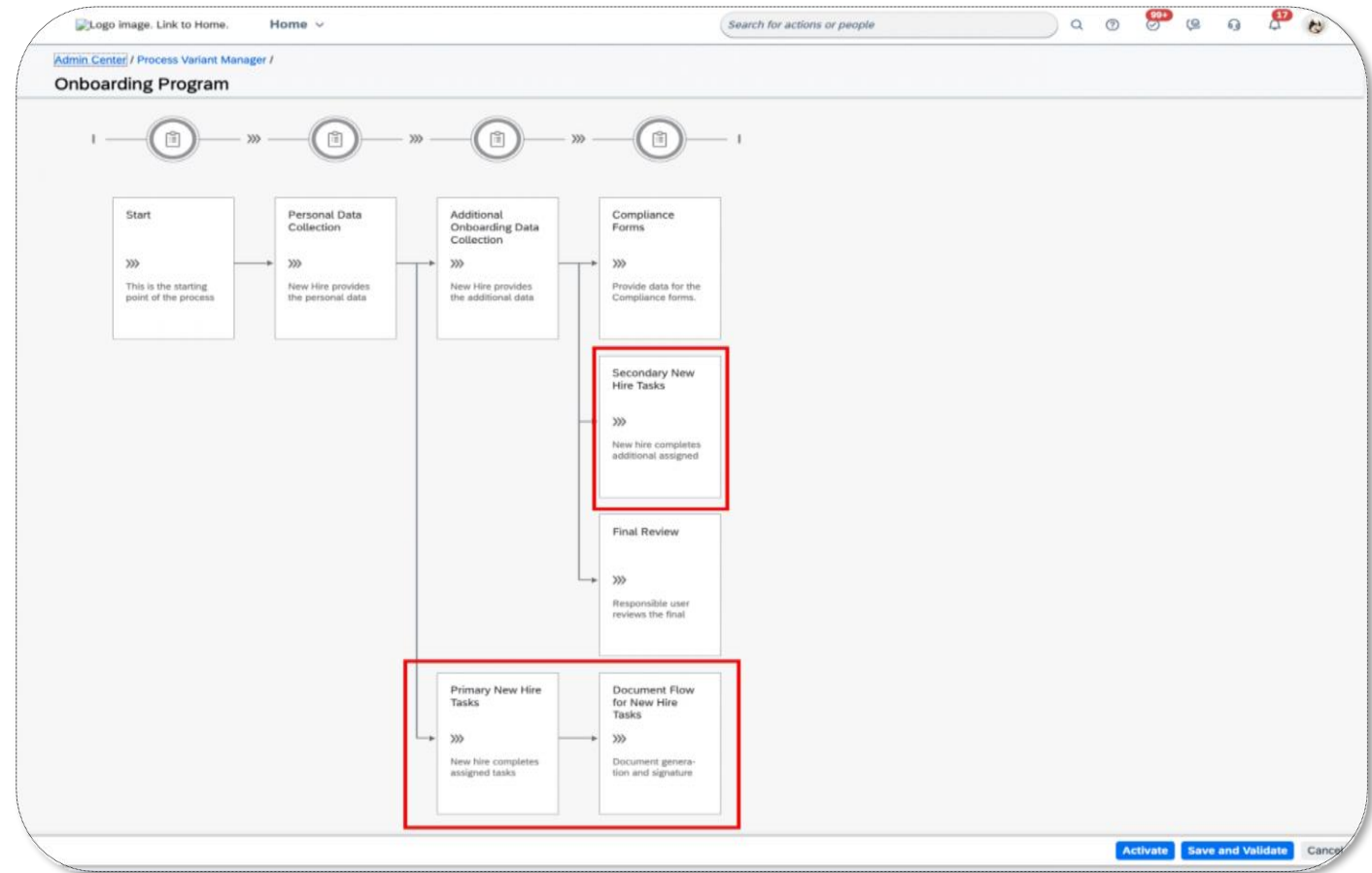
Benefits:

- Separate New Hire Tasks into two separate “Blocks”, which can now be setup and coordinated as individual Steps in the Process Variant Manager – Trigger your tasks alongside or after specific events during Onboarding.
- Blocks can include both Standard and Custom Tasks for a deeper customized Onboarding experience for both New Hires and Hiring Manager.
- Can also connect Blocks to a Document Flow block – Custom Tasks and more can now attach to a Document / e-Signature step.

Type: New

Lifecycle: General Availability

Enablement: Customer configured



Access to Past Onboarding Checklists

Employees can now view all their Onboarding information and documents, created after 1H 2024, by selecting *Your Onboarding Checklist* from the All Actions menu on the latest People Profile page.

Benefits:

- Users who have had past Onboarding Checklists may now access and see their historical Checklists.
- The types of Onboarding information and documents in the Onboarding.

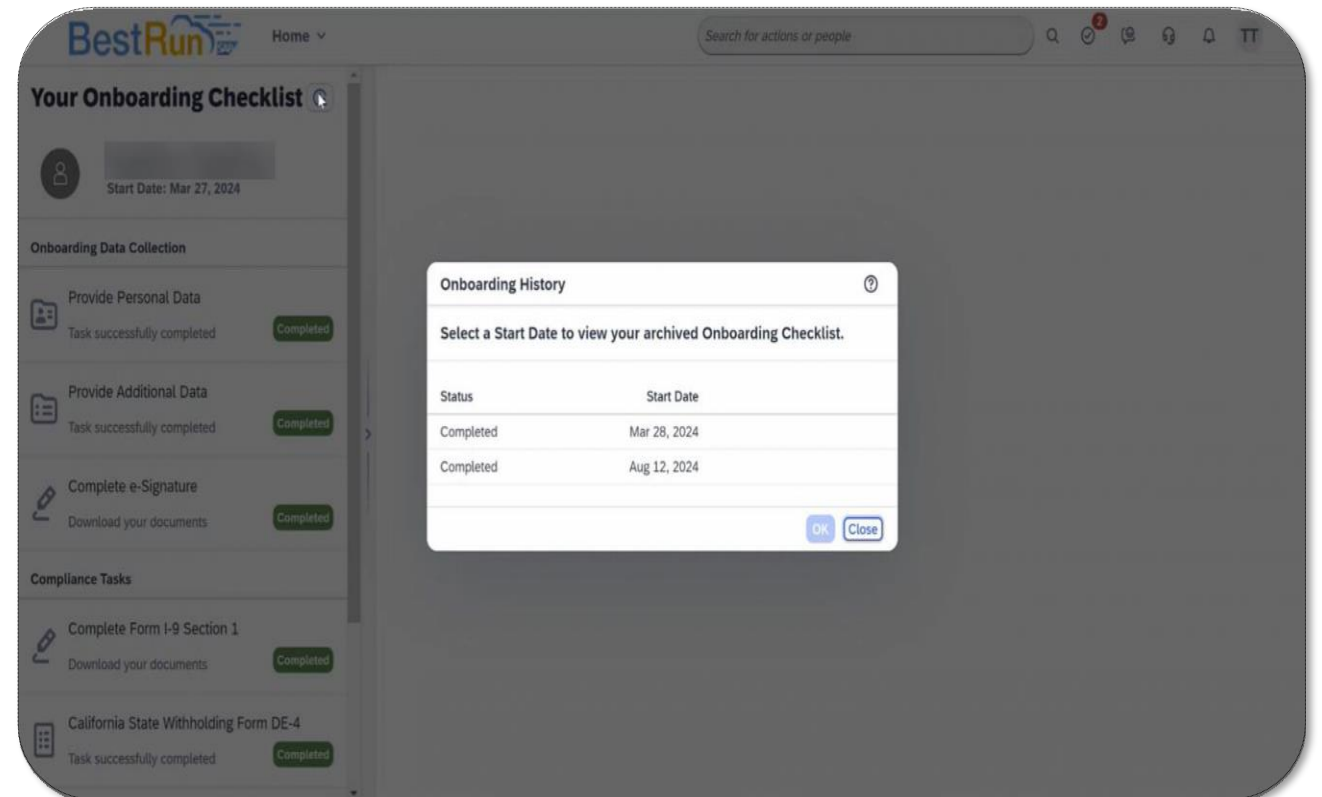
Checklist include:

- Compliance forms such as the U.S. Form I-9 and Everify.
- Information and attachments provided in the Personal Data Collection and Custom Data Collection steps.
- Documents generated by custom tasks.

Type: New

Lifecycle: General Availability

Enablement: Automatically on



AI-Assisted Writing

AI-Assisted writing is available in Onboarding. This includes Content Translation and Text Analyzer features.

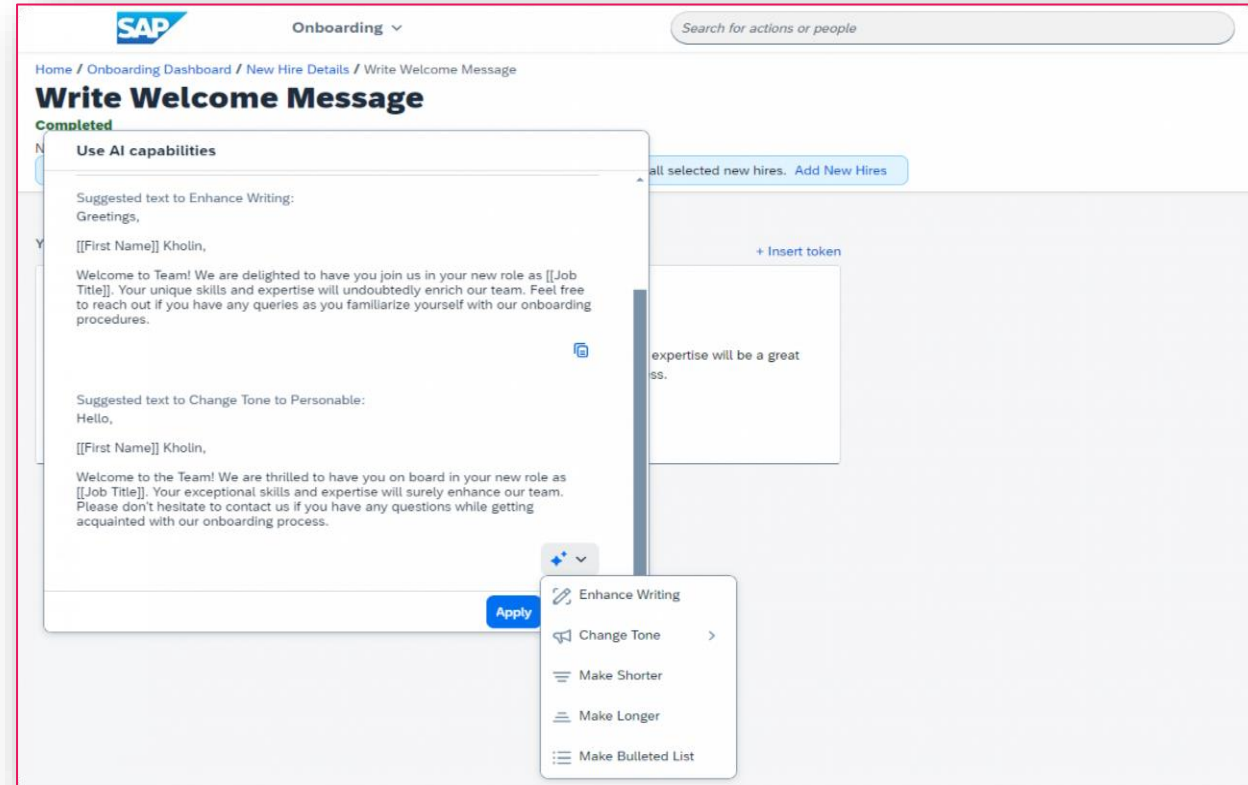
Benefits:

- Modify the tone of your initial messages to New Hires, or make it shorter or longer, or into a bulleted list. Translate it into their local language!
- These areas of New Hire Activities now have this functionality:
 - Welcome message
 - Farewell message
 - Buddy messages
 - 30, 60, and 90-day Goals

Type: New

Lifecycle: General Availability

Enablement: Contact Customer Engagement Executive or Account Manager



Offboarding Process Flow Now Available in Process Variant Manager

You can now edit, copy, and delete the offboarding process flow in the Process Variant Manager.

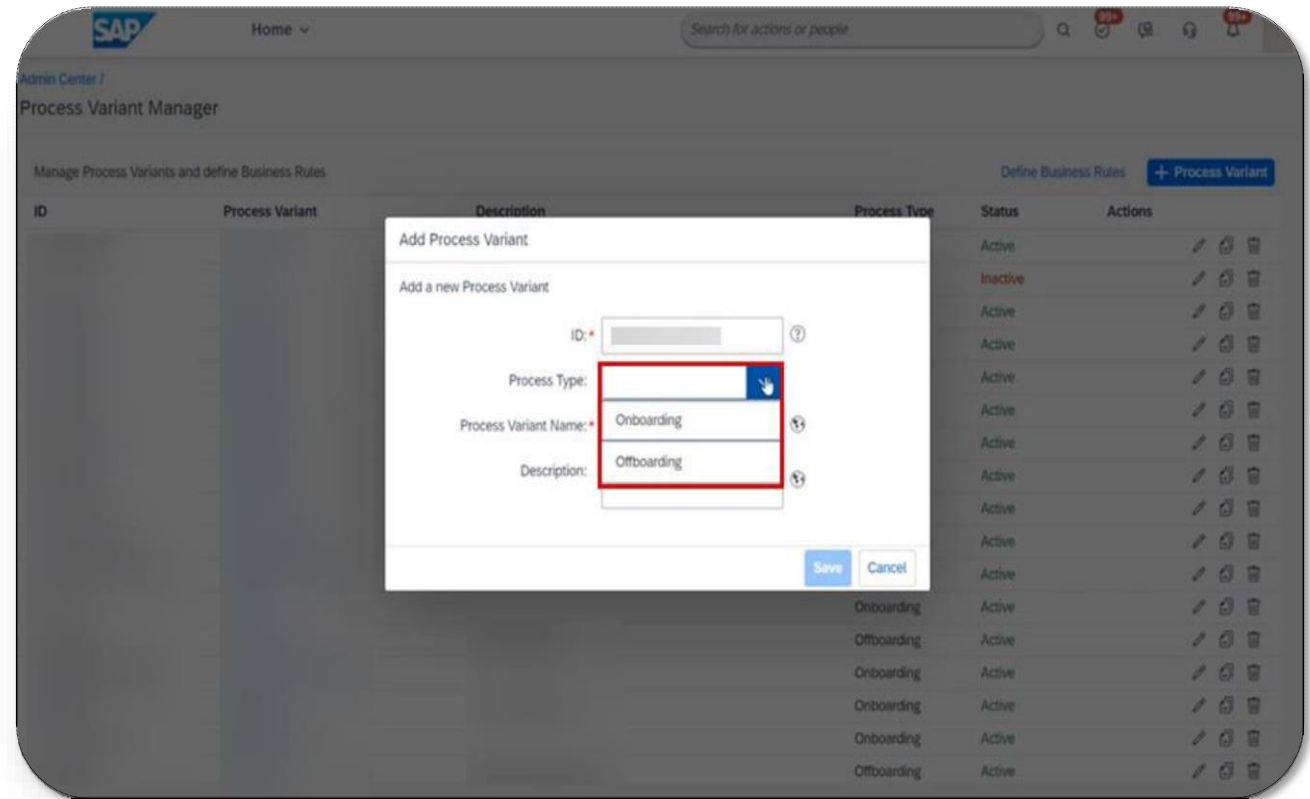
Benefits:

- You can add a new process variant with the following tasks for the offboarding process:
 - Review Employee Information
 - Review Offboarding Information
 - Offboarding Tasks
 - Document Flow
- Apply the functions of Process Variant customization to Offboarding.

Type: New

Lifecycle: General Availability

Enablement: Automatically on



Termination Date and Manager Changes Recorded in Offboarding

Changes made to an employee's Termination Date or Supervisor fields in SAP SuccessFactors Employee Central is automatically reflected in Offboarding, while the offboarding process is already active in the system.

Benefits:

- Managers and offboarding participants can now view the updated values in the Offboarding Dashboard and the following related tasks, even if the offboarding process is already initiated:
 - Manager Data Review
 - Employee Data Review
 - Offboarding Activities
 - Offboarding Custom Tasks
- Similarly, once the modified Supervisor value is available in offboarding, applicable to-do cards are reassigned to the new manager while tasks assigned to the earlier manager become inactive.

Type: Changed

Lifecycle: General Availability

Enablement: Automatically on

The screenshot displays the 'Offboarding Dashboard / Task Details' page. At the top, there is a search bar and navigation icons. Below the search bar, the breadcrumb 'Home / Offboarding Dashboard / Task Details' is visible. A profile card shows a person icon and the text 'Leaves on: Wednesday, May 1, 2019', which is highlighted with a red box. Below this, there is a red warning icon and the text 'OFF TRACK'. The main section is titled 'Offboarding Tasks' and contains a table with the following data:

Tasks	Due Date	Assigned To	Actions
Create Knowledge Transfer Plan (optional)	Completed		View Details
This should create a Todo task	Overdue: 5 years ago	Alexa Thompson	Nudge View Details
Announce Termination to Coworkers	Overdue: 5 years ago	Max Mapper, Demo1 Demo1, +1 more	Start View Details
Write Farewell Message	Overdue: 5 years ago	Max Mapper, Demo1 Demo1, +1 more	Start View Details

The 'Assigned To' column header and the name 'Alexa Thompson' in the second row are highlighted with red boxes.

Search Onboarding new hire

When new Profile is enabled Onboarding External Users are available in the Global Header search.

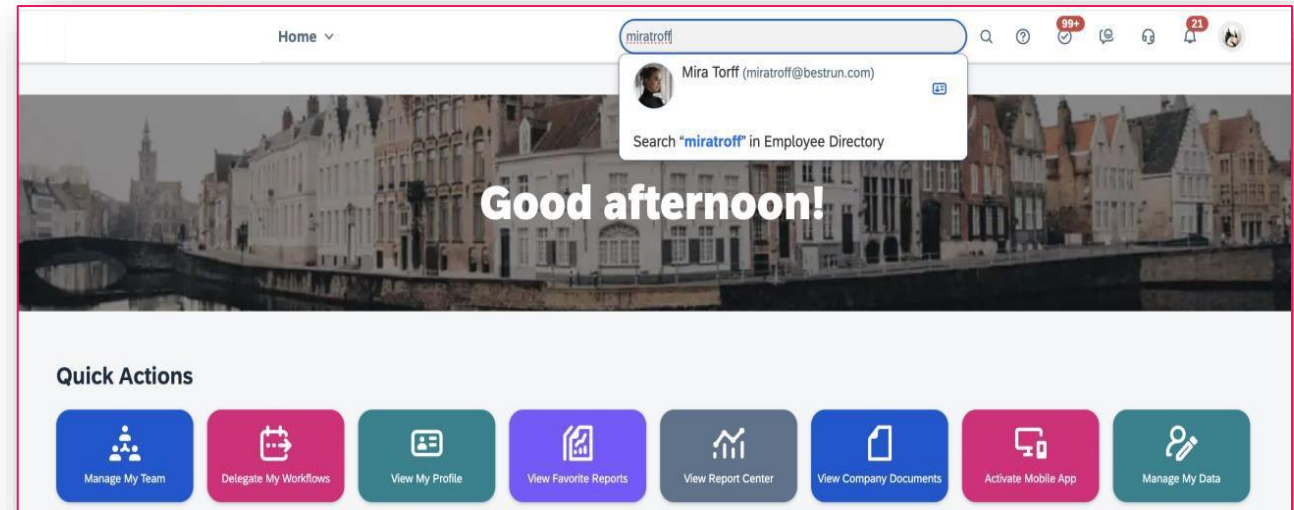
Benefits:

- You can search Onboarding new Hires as soon as their process is created when New People Profile is enabled.
- You no longer need to complete the Manage Pending Hire step to see the external user in the people search result.

Type: New

Lifecycle: General Availability

Enablement: Customer configured

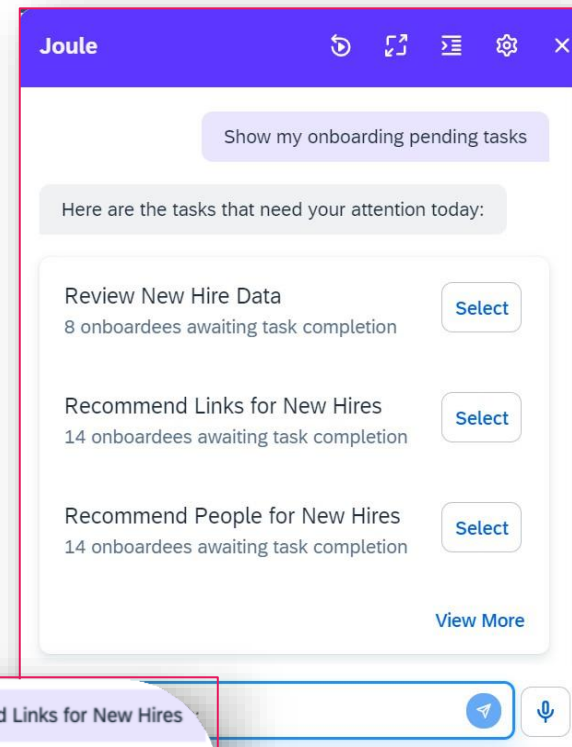


Onboarding Support For SAP Joule

Users can now engage in more natural and conversational interactions with Joule, the generative AI copilot, and accomplish more daily tasks.

Benefits:

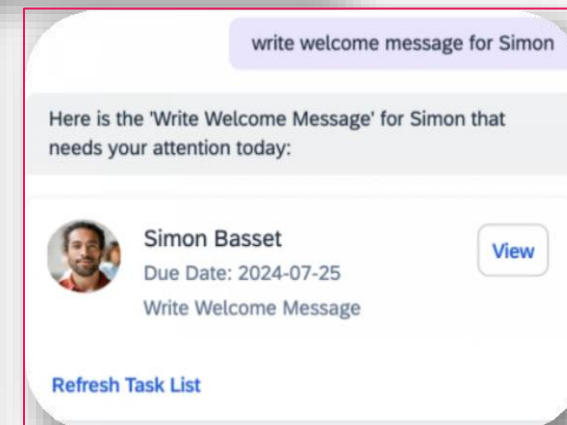
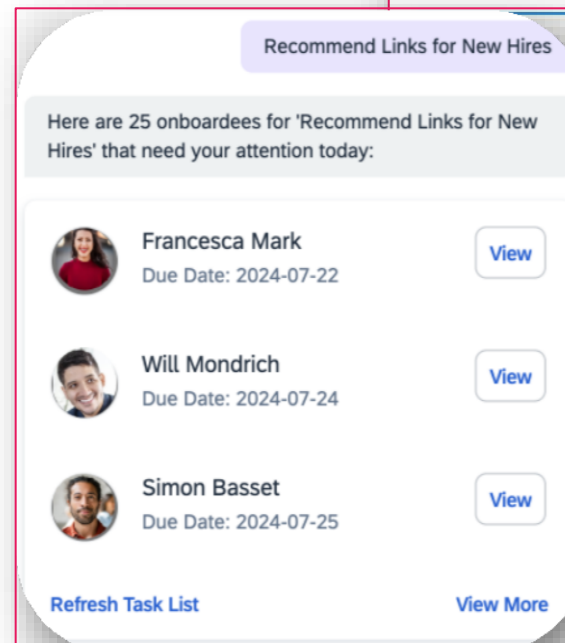
- Streamlines onboarding process by assisting HR managers with tasks, improving engagement.
- Provides quick access to necessary information.
- Users can engage in fluid, conversational interactions, easily switching between topics and tasks.



Type: New

Lifecycle: General Availability

Enablement: Contact Customer Engagement Executive or Account Manager

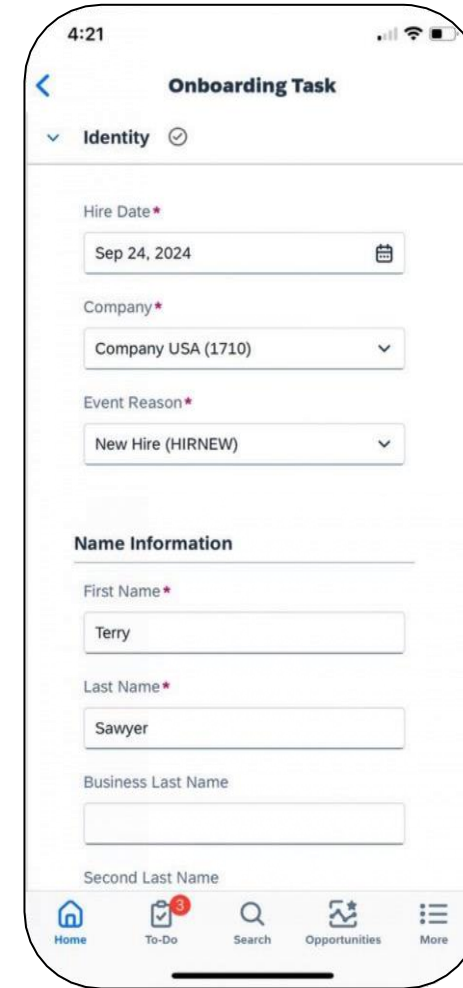
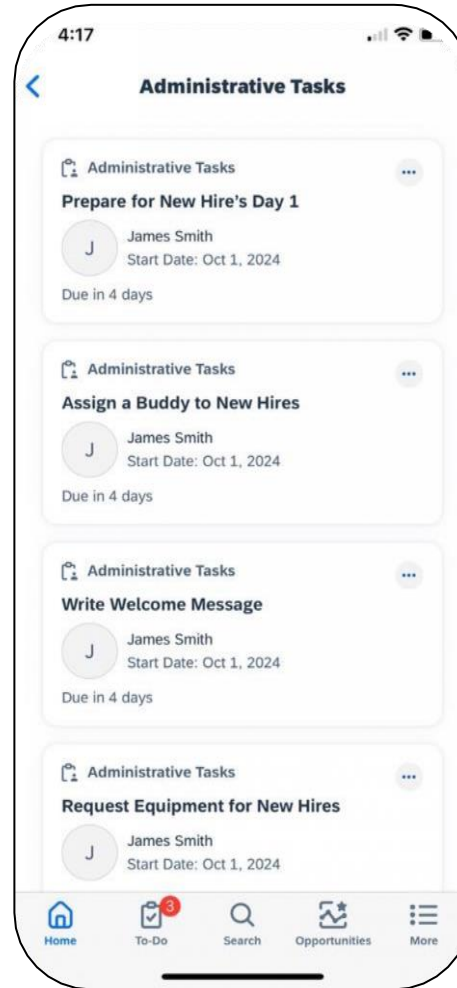


Hiring Manager Experience for Onboarding in iOS and Android Mobile Apps

- View and complete all hiring manager and HR tasks for timely progress of the new hires onboarding journey.
- Onboardees do not have access to mobile app.

Benefits:

- Comprehensively covers hiring manager tasks
 - Administrative Tasks (incl. custom tasks)
 - New Hire Data Review Tasks
 - Compliance Tasks



Type: New

Lifecycle: General Availability

Enablement: Automatically on

New Compliance forms for USA, Canada and India Localization

USA Compliance

- California WTPA
- New York LS58 WTPA
- Voluntary Self-Identification of Veteran Status (VEVRAA)
- Illinois' IL-W-4 Spanish form

Canada Compliance

- Canada – TD1-IN

India Compliance

- Form – 11 (Employees' Provident Fund Organisation)
- Form 26(6) – Joint Declaration of EPF Scheme

Type: New

Lifecycle: General Availability

Enablement: Customer configured

Notice and Acknowledgement of Pay Rate and Payday
Notice for Prevailing Rate and Other Jobs

Under Section 195.1 of the New York State Labor Law

Instructions Notice for Prevailing Rate and Other Jobs

This form is to be used by Employers as a Notice for Prevailing Rate and Other Jobs

[Refer to Notice for Prevailing Rate and Other Jobs](#)

Employee's Consent Statement

Employee Acknowledgement: On this day I have been notified of my pay rate, overtime rate (if eligible), allowances claimed or payday

My primary language is

and I have been given this pay notice in my primary language.

WE ARE YOUR DOL
Department of Labor

Notice and Acknowledgement of Pay Rate and Payday
Under Section 195.1 of the New York State Labor Law
Notice for Prevailing Rate and Other Jobs

1. Employer Information

Name: usacomp

Doing Business As (DBA) Name(s): Infinity Solution Ltd

FEIN (optional): 287708714

Physical Address: No 138, EPIP Zone Whitefield Bangalore NY 560067

Mailing Address: 936 Kichen Route Carling Avenue

Phone: 1736916591/8635

2. Notice given:

At hiring

Before a change in pay rate(s), allowances claimed or payday

3. Regular payday: Friday

4. Prevailing Rate Jobs Pay Rate(s): See next page

5. Occupation: 2011022533

6. Prevailing Rate Jobs Overtime Pay Rate: Overtime payable after 8 hours in a day and after 5 days in a week, or as noted in the applicable prevailing wage schedule. See next page for rate. Overtime rates will be those posted for the occupation.

7. Non-Prevailing Rate Jobs Pay Rate: \$ Saturday per hour.

8. Non-Prevailing Rate Jobs Overtime Pay Rate: \$ 456 per hour.

9. Overtime for Prevailing Rate and Non-Prevailing Rate Jobs in the Same Week: See next page

10. Allowances taken on non-prevailing rate jobs:

None

Tips 87634 per hour

Meals 2857 per meal

Lodging 234

Other 36

11. Pay is:

Weekly

Bi-weekly

Other: _____

Concurrent Employment

The module now supports onboarding for employees with multiple concurrent employment contracts.

New hires with future-dated employment contracts can complete all onboarding tasks.

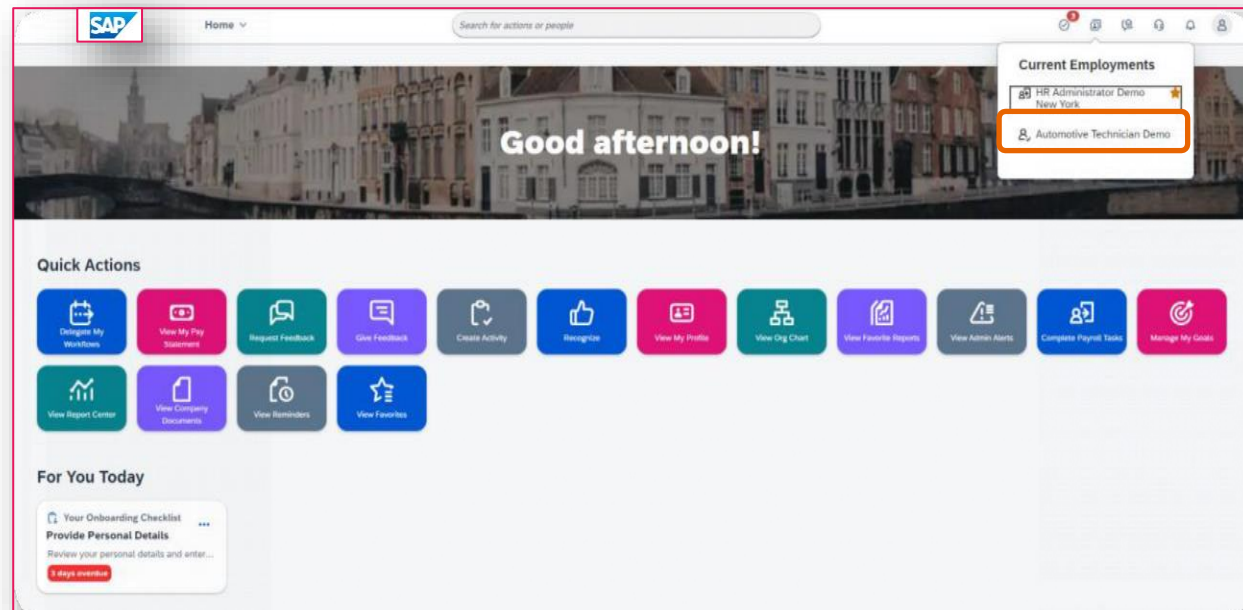
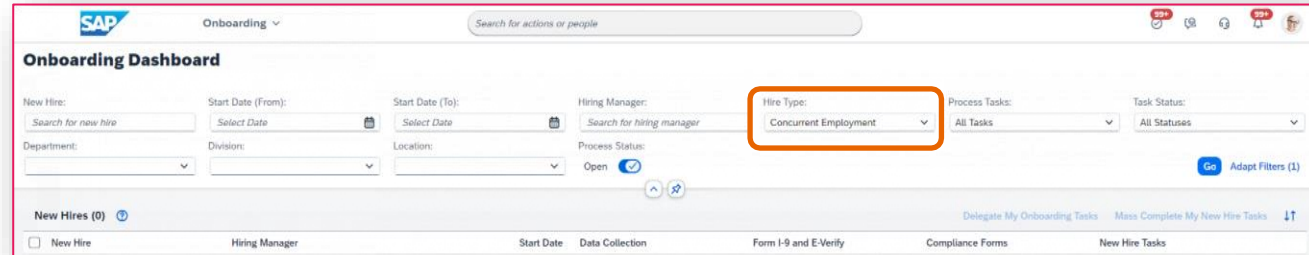
Benefits:

- Ability to initiate the onboarding process to support global assignment and concurrent employment.
- Gather the right data at the right time.
- Facilitate a smooth transition for all participants.

Type: New

Lifecycle: General Availability

Enablement: Customer configured



Enhancements to Internal Hires Onboarding Process

Provides additional functionalities like workflow, cross-entity rule, and position updates for the internal hire onboarding process initiated from SAP SuccessFactors Recruiting.

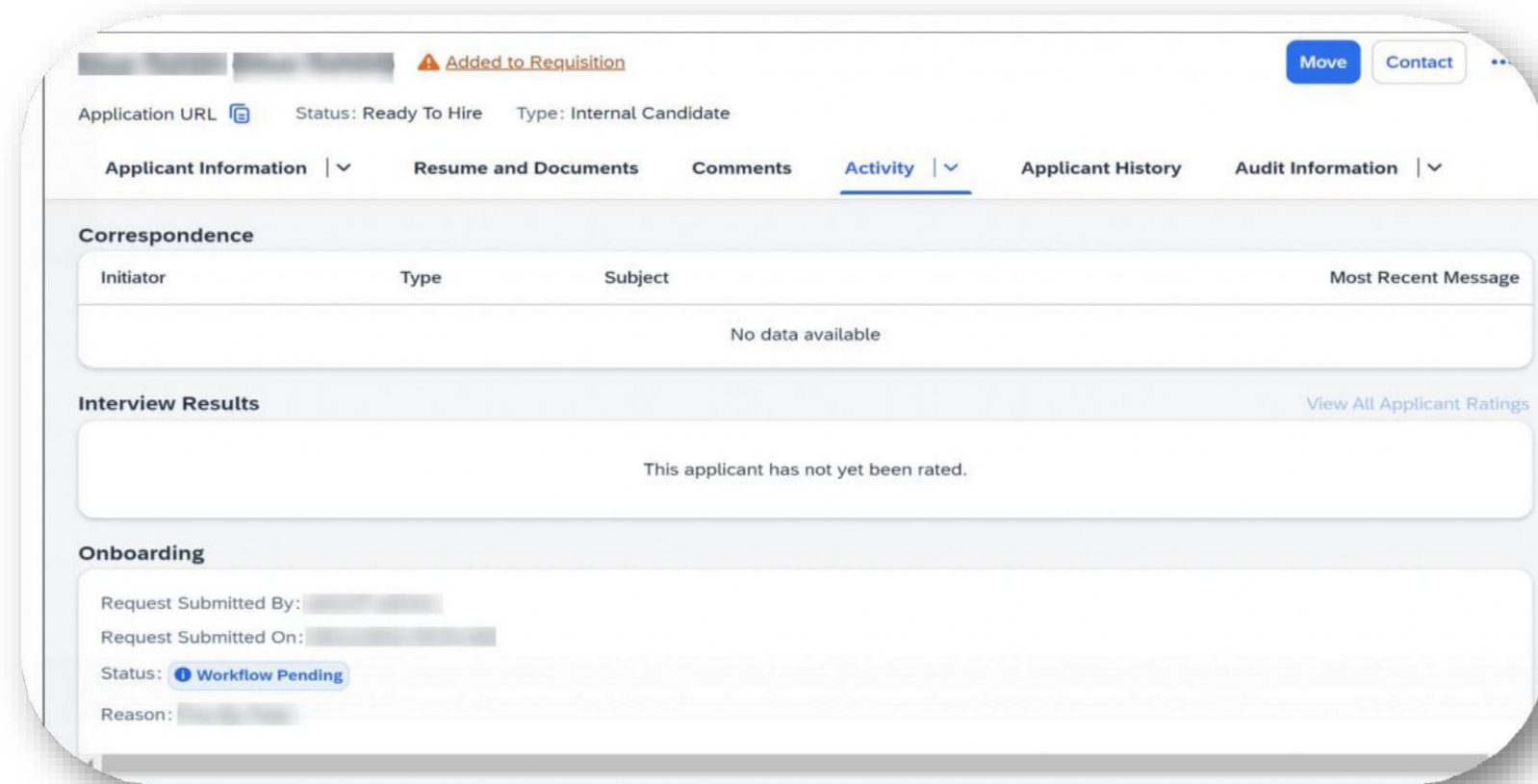
Benefits:

- HR can manage changes to internal hires Job information and compensation information using workflow to approve. Recruiter can monitor Workflow status in New Applicant Management Experience.
- Ability to execute cross entity rules so that when one entity is changed, the system updates a related entity.
- Position updates including position to job info sync, matrix job relationship population, and To Be Hired flag update
- Also allows triggering of internal hire onboarding process via Rule function instead of Transfer event.

Type: Update

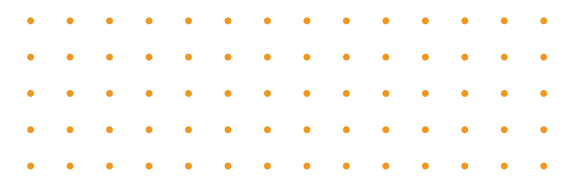
Lifecycle: General Availability

Enablement: Customer configured

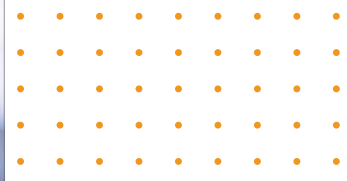


Replacement of Onboarding 1.0 with Onboarding

- **2H 2025:** On **November 6, 2025**, Onboarding 1.0 reaches end of maintenance, updates, and bug fixes will no longer occur.
- **1H 2026:** Onboarding 1.0 functionality stops working after **June 6, 2026**.
 - Organizations currently using Onboarding 1.0 should plan for reimplementation to the new Onboarding solution before this date to retain Onboarding functionality.



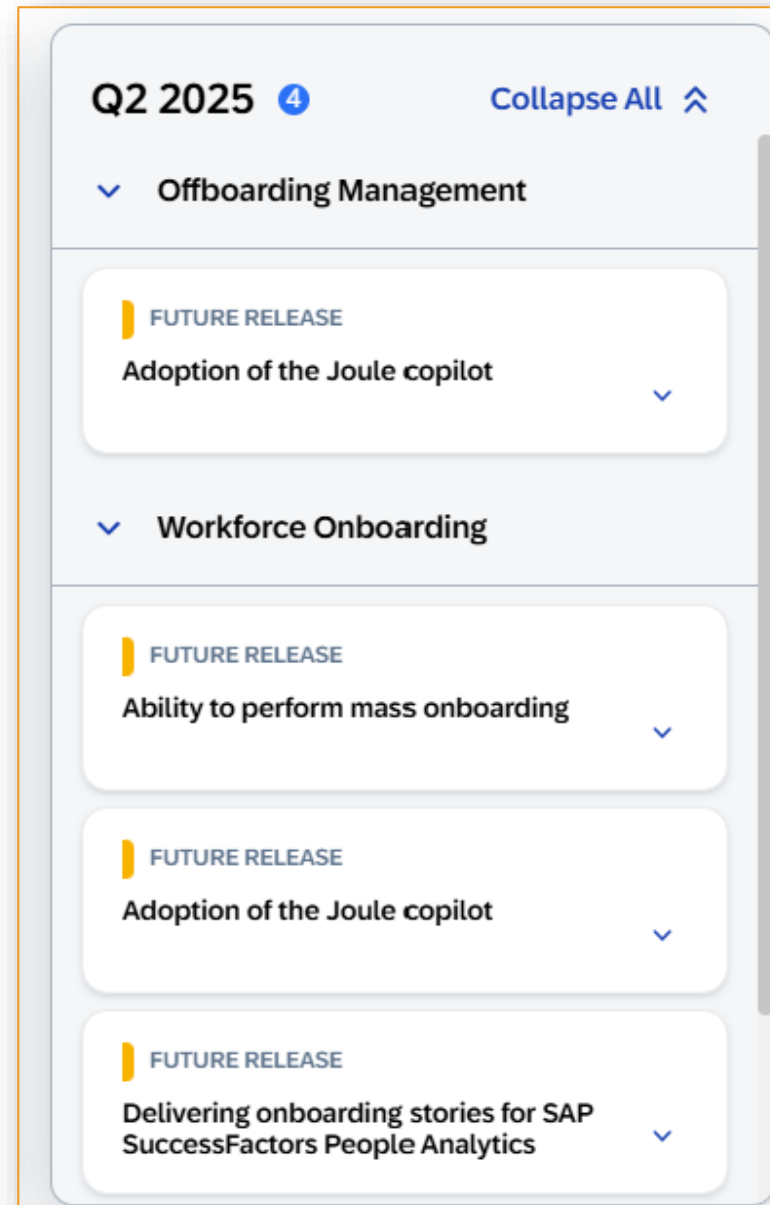
Product Road Map



Product Road Map

Link to Roadmap:

<https://roadmaps.sap.com/board?PRODUCT=67838200100800006242&range=CURRENT-LAST#Q4%202024>



The screenshot displays a product roadmap interface for Q2 2025. At the top, it shows 'Q2 2025' with a notification icon (4) and a 'Collapse All' button with an upward arrow. Below this, there are two main sections: 'Offboarding Management' and 'Workforce Onboarding', each with a downward arrow indicating it is expanded. Under 'Offboarding Management', there is one item: 'Adoption of the Joule copilot', which is marked as a 'FUTURE RELEASE' with a yellow bar icon and has a downward arrow. Under 'Workforce Onboarding', there are three items: 'Ability to perform mass onboarding', 'Adoption of the Joule copilot', and 'Delivering onboarding stories for SAP SuccessFactors People Analytics'. Each of these three items is also marked as a 'FUTURE RELEASE' with a yellow bar icon and has a downward arrow.



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