

HR ANNUAL PLANNING

CALENDAR TEMPLATE

This comprehensive template simplifies the annual planning of HR-related activities.



Bridgelydd Recruitment Specialist

8000 Lake View Drive,
Amsterdam, NY 12010

JANUARY '17						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			New Years Day	2	3	4
5	6	7	8	9	10	11
12	13	14	Monthly Security Payments	15	16	17
18	Monthly Salary Pay	21	Customer 2 Hr 10:30 PM	23	24	25
26	27	28	29	30	Monthly Evaluation Activity	

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FEBRUARY '17						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	Customer 2 Hr 10:30 PM	5	7	8
9	Monthly Security	11	12	13	14	Monthly Security Payments
15	16	17	18	19	20	21
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SAP HR TIME MANAGEMENT P. K. AGRAWAL, 2010-08-17 This book explains all the concepts underpinning SAP's HR Time Management Module. It is a comprehensive technical manual which explains every single node of the User Menu and the Configuration. The book first gives an overview of a concept explaining what it is, how it is used, and how it relates to the other concepts. It then explains its properties which are fields in a configuration node. This book is designed to be used both as a reference manual and a learning guide. As a learning guide, it offers four views each for a different target audience. It can be read from the Senior Management's perspective to gain a broad understanding of the subject and what SAP can do for them. Business Process Owners can achieve a higher level of understanding by getting to know more of SAP concepts and how to perform different tasks in SAP. Users can acquire a thorough understanding of different tasks and concepts underlying them. Functional consultants and proficient users can read the book to gain a complete understanding of the system. As a technical reference, the book can be used to locate the relevant material through the Table of Contents, Index, SAP Menu, and SAP Customizing Implementation Guide (IMG). The last two follow the Table of Contents. If the reader is in SAP's User Menu or Configuration, the chapter number for these nodes can be found in SAP Menu and IMG. If a node is not covered in the book, the reason for not doing so is mentioned. The implementation of SAP HR Time Management and documentation can also be guided by the structure of this book.

A BETTER WORLD There is a lot we can do to make our world a better world just as we discover better ways to support our businesses. Read short articles inside on some of the ideas of World Integration and Improvement Initiative. World Government 691, World Language 693, Good Governance 699, City without Traffic Lights 705. SAP is a great software. One needs to fully understand its features in order to effectively exploit them for the benefit of customers. Mr. Agrawal's books on SAP HR have a unique approach. A chapter usually focuses on a single business concept and discusses the user interface as well as its associated configuration. This logical division makes it easier for readers to understand the functionality. Another important feature of these books is the level of detail. Each screen and each field in a screen is explained. Explanation includes meaning, use case, and in some cases, guidelines. Details are balanced by overviews explaining the concepts and their relationships. While explaining functionality, Mr. Agrawal has taken efforts to highlight what can be done and how it is to be done. This is particularly important for less experienced users and consultants. Indicating chapter numbers against each menu and configuration item is a very useful innovation as it establishes a direct link between the SAP system and the book. Another useful feature is that these books can be read not only by consultants but also by users, business process owners, and even by senior managers. The importance of each topic for each category of users is specified. Mr. Agrawal has taken considerable pain in writing these books, and I congratulate Mr. Agrawal on his achievement and thank him for his contribution to the SAP community.

K. Sanjai, Regional Head, Asia Pacific, Japan SAP Global Delivery

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5 , Departments of Transportation, and Housing and Urban Development, and Related Agencies

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