

AC270 - Travel Expenses and Travel Planning

Course Details

Course Outline

- Travel Management Overview
- Introduction to HCM and FI master data
- Entering trip data and approving trips using ESS and backend transactions
- Settlement, posting, and reimbursement of travel expenses
- Credit Card Clearing
- Using optical archives
- Settlement in accordance with company-specific, industry-specific, and country-specific regulations
- Dialog control in accordance with company-specific requirements
- Interface configuration
- Using Forms for Travel Expenses
- Travel request as part of the integrated travel management process
- Enter travel requests and request relevant travel service for approval by the manager
- Connecting to Third-Party Travel Planning
- Reporting
- Usage of SOA within Travel Management (Master data services)
- Authorization Management and Roles