xft personnel file
Integrated Personnel Management for SAP® ERP HCM

The Total Cost of Ownership Advantage

"Many of our customers have made a clear commitment to SAP, the business suite as well as SAP HCM. Our xft personnel file solution with its deep integration in SAP's HR application fits perfectly into this strategy. With no additional hardware required, the ABAP-based software installs into the SAP core and integrates all kinds of business documents directly into your HR business processes – a maximum of functionality at minimal total cost of ownership."

Dr. Torsten Fenske, President

xft personnel file is a pre-built software component, supporting creative work processes and bringing structure and document management to many HCM related tasks that could not be automated in the past. The simple customizing setup and purely SAP-based presentation layer allows organizations to implement and adopt the solution within days, not weeks, with an instant return on investment.

SAP® Certified
Powered by SAP NetWeaver®

SAP® Certified
Integration with Applications on SAP HANA®

SAP
Partner
™

xft personnel file
Creates Strategic Value
in Your Organization

The People Management Challenge

Managers in today's organizations must not only deliver business results but also people results. Business managers are at the front line in resource management and team management. Simplifying and reducing administration while providing critical support for people management tasks will significantly improve your organization's business results while keeping employee satisfaction at the highest possible level.

» Simplifying Administrative Tasks

xft personnel file brings together process and transactional information, minimizing effort and time for administrative tasks while improving strategic processes through its unique capabilities to structure creative business workflows. Deep integration with common desktop applications like Microsoft Office Outlook and the Microsoft Office Suite further reduces the time to handle electronic documents.

The Information Management Challenge

Organizations experienced with HR shared services find that the model efficiently handles day-to-day administrative transactions. Centralized service offerings also require centralized data management, including the management of all employee records – external as well as internal documents. Centralization brings not only administrative efficiencies but also creates the need for a common data and document structure and inherent compliance through uniform business processes.

» Making Information available globally

xft personnel file makes all supporting process documentation – like emails, paper documents, fax letters, and many other document types – available in a structured folder hierarchy. Providing document-centric information in context with transactional information creates multiple benefits in handling HR business cases. In combination with SAP's powerful roles and authorization mechanism, it ensures that the right people always have access to the right information.

The Compliance Challenge

New regulations and changing market conditions frequently force your HR team to change company-wide business processes or introduce new ones. This used to be a time consuming and costly task for an organization as process flows had deep dependencies on software implementation. Only by breaking the reliance on IT and by empowering your HR team to design and control their HR processes themselves – allowing them to make changes whenever they are required – will your organization master the compliance challenge.

» Empower your HR Team

xft personnel file is easy to customize; in fact, it can be administered by your HR team directly. There is no need to get IT involved when an existing process has to be adapted in order to follow new internal requirements or to implement a new work procedure to comply with changed laws or regulations.

Benefits

Strategic Capabilities

Improve HR business processes within your organization around the following strategic initiatives:
» Free up resources for proactive people management.
» Make human resources related information available globally in a shared service environment.
» Empower your HR team to react to changes in the market place.

Features and Functions

» Electronic personnel file
» File lending functionality
» Structured HR processes
» Ad-hoc workflow capabilities
» Automatic document generation
» Reminder functionality
» Authorizations through SAP
» Utilizing SAP forms management
» Integrating with Adobe Forms
» SAP ESS/MSS integration

A Safe Choice

» Support integrated into SAP Solution Manager
» Certified by SAP to run on SAP Netweaver®
» Available as SAP installation package for minimal total cost of ownership

Experience in
Business Process Design and
Integrated Document Management

xft has been designing SAP business process software for more than ten years. The company is headquartered in Walldorf, Germany, with sales and service locations around the world. xft is a growing organization with productized add-on components to SAP HCM, SAP ERP, SAP PLM, and many other modules. Its development focus lies on building cutting-edge solutions to structure document centric business processes for world class organizations. The xft consulting team offers you the highest degree of SAP expertise around document-centric SAP business processes. Our team's exclusive focus on SAP as a singular platform and on SAP document management as a framework allows us to be the best in the industry in this field of expertise, all around the globe.

www.xft.com