

SAP HR – What are Actions in SAP (infotype 0000)

What are actions in SAP HR?

The execution of infotypes in a sequential order to perform a particular activity is called as action. The actions in SAP are Hiring, transfer, promotions, leave, resignation, termination, retirements, rehire, etc. An action infotype is one of important infotype that records all the activities of an employee from recruiting to last day in a company.

When an employee is hired, the specific infotypes are to be maintained in SAP. The following are the important infotypes are to be maintained for hiring an employee.

0000	Actions
0001	Organizational Assignment
0002	Personal data

Infotype 0000 – Actions

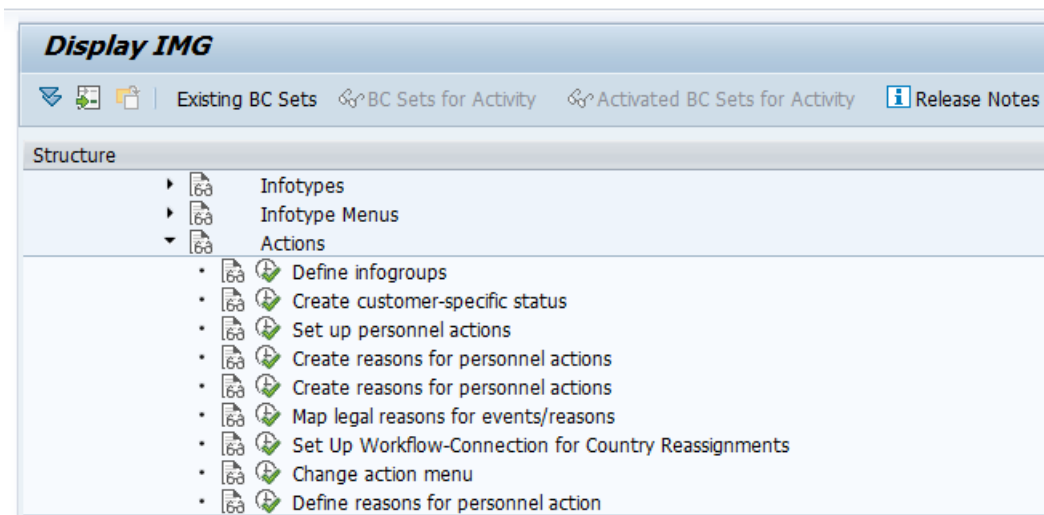
In this infotype 0000, actions of a particular employee is entered. For e.g. Hiring an employee is one action, retirement of an employee is one action, transfer of a employee is one action, etc. This type of actions of an employee are declared in this infotype actions. The data updated in this infotype actions, will be automatically updated in other infotypes.

SAP HR Actions Configuration settings

Refer below step by step procedure of defining action in SAP HR.

SAP R/3 Role Menu	Set up Personnel Actions
Transaction code	SPRO
SAP Menu Path	SPRO > Personnel Management > Personnel Administration > Customizing procedures > Actions

To setup actions in SAP HR module, you need to perform the following configurations.



1. Define Infogroups

- Path : – SPRO => Personnel Management (PM) > Personnel administration (PA) => Customizing procedures => Actions > Define infogroups.

2. Set up personnel actions types

- SAP Path: – “Personnel Management (PM) => Personnel administration (PA) => Customizing Procedures => Actions => set up personnel actions.

3. Create reasons for personnel actions

- SAP Path : – SAP Path: – “Personnel Management (PM) => Personnel administration (PA) => Customizing Procedures => Actions => Create reasons for personnel actions.

4. Change action menu

>SAP Path: SAP Path : – SAP Path: – “Personnel Management (PM)=> Personnel administration (PA) => Customizing Procedures => Actions => Change Action Menu.

SAP HR

» Home - SAP HR Training Tutorial

SAP HR - Enterprise Structure

» SAP HR - Company Code

» SAP HR - Personnel areas

» SAP HR - Personnel subareas

» SAP HR - Employee groups

↳ SAP HR - Employee Subgroups

↳ SAP HR - Assign Employee groups to Subgroups

↳ SAP HR - Assign Personnel areas to company code

SAP HR - Personnel Administration

↳ SAP HR - User parameters

↳ SAP HR - Employee Attributes

↳ SAP HR - Administrator groups

↳ SAP HR - Infogroups

↳ SAP HR - Infotypes

↳ SAP HR - Infotype menus

↳ SAP HR - Actions

↳ SAP HR - Personnel action type

SAP HR -Time Management

↳ SAP HR - Public holiday classes

↳ SAP HR - Personnel subarea groupings

↳ SAP HR - Daily work schedules

↳ SAP HR - Period work schedules

↳ SAP HR - Day types

↳ SAP HR - Group PS for Absences

↳ SAP HR - Absence types

↳ SAP HR - Counting class for PWS

↳ SAP HR - Settings group for time quotas

↳ SAP HR - Absence quota types

↳ SAP HR - Attendance quota types

↳ SAP HR - Define counting rules

↳ SAP HR - Assign rules to absence types

SAP HR - Recruitment

SAP HR - Organizational Management

↳ SAP HR - What is Organizational Management

SAP HR - Payroll

SAP HR - Travel Management

SAP TCodes

↳ SAP TCodes

