



SAP ERP 101 AGENDA

Day 1

Time	Topic	Description
8:30 a.m. – 9:00 a.m.	Breakfast	
9:00 a.m. – 10:00 a.m.	Welcome and Introductions	Welcome note & kick-off
10:00 a.m. – 10:30 a.m.	Course Objectives and Overview of SAP ERP	Lecture & Hands-On Exercises
10:30 a.m. – 10:45 a.m.	Break	
10:45 a.m. – 12:00 p.m.	SAP GUI Navigation	Lecture
12:00 p.m. – 1:00 p.m.	Lunch Break	
1:00 p.m. – 1:30 p.m.	SAP Financial Accounting Overview	Lecture
1:30 p.m. – 2:30 p.m.	SAP Financial Accounting Organizational/Master Data	Lecture
2:30 p.m. – 2:45 p.m.	Break	
2:45 p.m. – 5:00 p.m.	SAP Financial Accounting	Hands-On Exercises

Day 2

Time	Topic	Description
8:30 a.m. – 9:00 a.m.	Breakfast	
9:00 a.m. – 9:30 a.m.	SAP Requisition-to-Pay Intro and Organization Data	Lecture
9:30 a.m. – 10:30 a.m.	SAP Requisition-to-Pay Master Data	Lecture & Hands-On Exercises
10:30 a.m. – 10:45 p.m.	Break	
10:45 p.m. – 12:00 p.m.	SAP Requisition-to-Pay Process	Lecture & Hands-On
12:00 p.m. – 1:00 p.m.	Lunch Break	
1:00 p.m. – 2:30 p.m.	Order-to-Cash Organizational Data	Lecture
2:30 p.m. – 2:45 p.m.	Order-to-Cash Master Data	Lecture & Hands-On Exercises

SAP ERP 101 AGENDA (cont.)

Day 2 (cont.)

Time	Topic	Description
2:30 p.m. – 2:45 p.m.	Break	
2:45 p.m. – 5:00 p.m.	SAP Order-to-Cash Process	Lecture & Hands-On Exercises

Day 3

Time	Topic	Description
8:30 a.m. – 9:00 a.m.	Breakfast	
9:00 a.m. – 9:30 a.m.	SAP Plan-to-Produce Intro and Organizational Data	Lecture
9:30 a.m. – 10:30 a.m.	SAP Plan-to-Produce Master Data	Lecture & Hands-On Exercises
10:30 a.m. – 10:45 a.m.	Break	
10:45 a.m. – 12:00 p.m.	SAP Plan-to-Produce Process	Lecture & Hands-On Exercises
12:00 p.m. – 1:00 p.m.	Lunch Break	
1:00 p.m. – 2:30 p.m.	SAP Process Integration	Lecture
2:30 p.m. – 2:45 p.m.	Break	
2:45 p.m. – 4:30 p.m.	SAP Process Integration	Lecture & Hands-On Exercises