

# Enhancing Performance Management System (Performance Appraisal) with EHP4



## Applies to:

SAP ERP 6.0 with SAP\_HR EHP 6.04, EA-HR EHP 604, SP26 and SAP EP 7.01, SP8. For more information, visit the [Enterprise Performance Management homepage](#).

## Summary

This document guides through the process of upgrading the Appraisal functionality of Performance Management system (Performance Appraisals) with EHP4.

The document describes all the required IMG and Portal configuration steps to activate the WebDynpro ABAP application of Performance Appraisal. The document guides through all the settings from Business function activation, maintaining service to content management in EP.

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## Author Bio



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## Objective

This documents guides through the process of upgrading the Appraisal functionality of Performance Management system (Personnel Development) to an enhanced version, as released with EHP4 for SAP HCM.

The document describes all the required IMG and Portal configuration steps to activate the WebDynpro ABAP application of Performance Appraisal.

By following the below mentioned process, the flexible Appraisal process could be enabled in ESS and MSS, for employees to perform Appraisee, Appraiser and Reviewer roles.

## Enhancement Impact

The problems that were faced by clients using the BSP view for online Appraisal templates, like

- The application not in synchronization with other WebDynpro applications in ESS
- No choice of configuring the appraisal template in a tabular form
- User friendliness getting affected with the need to scroll horizontally while the user fills input for each objective as the template could not be made to fit the screen.

All the above mentioned problems are resolved with the EHP4 applications. With EHP4;

- The appraisal template has the same look and feel as of other standard applications in ESS.
- The template can be configured segregating related KRAs and KPIs in to different tabs.
- Improved user friendliness as the template view could be made to fit the screen hence the user need not scroll side ways filling inputs for each objective / items.
- Advanced features that enable the manager/administrator to compare the team ratings and adjust them based on the required bell curve .
- Moderation of appraisal process is made very easy and effective with new functionalities provided.
- The Appraisals can not only be tracked through “ status” but also through “sub status” of the each process the template goes through.

## Pre- Requisites

The below mentioned technical components are needed to configure the EHP4 enhanced version of Performance Management System

- SAP ECC 6.0
- SAP HCM, SP 26 level.
- SAP EP 7.1, SP 8 level
- SAP ESS 603 SP 7 or higher
- SAP MSS 600 SP18 or higher

The basic SAP blocks that are to be implemented as pre-requisite for the Flexible Appraisal process to work are;

- SAP HCM – Personnel Administration
- SAP HCM – Organization Management
- SAP HCM – Personnel Development
- SAP HCM – Employee Self Service
- SAP HCM – Manager Self Service

## IMG Considerations

### Business Extensions

The following business extensions are to be activated (enabled) to proceed further with the appraisal process settings;

- CA\_HAP\_CI\_1
- HCM\_OSA\_CI\_1

Name	Description	Plann...	Depe...	Docu...	Relea...	Release	SAP T...	Test ...
HCM_LSO_VLR	HCM, Enterprise Learning	Busin...				602		
HCM_MSS_ERC_CI_1	HCM, MSS for SAP E-Recruiting	Busin...				603		
HCM_OSA_CI_1	HCM, Performance Management 01	Busin...				604		
HCM_SRV_CI_1	HCM, Enterprise Services 01	Busin...				602		
HCM_TMC_CI_1	HCM, Core Processes in Talent Managem...	Busin...				604		
HCM_TM_ANALYTICS_1	HCM, Talent Management Analytics 1	Busin...				603		
ILM	Information Lifecycle Management	Busin...				701		
INS_FSSR_CI_1	Statutory Reporting for Insurance	Busin...				603		

### Resource Key

The new resource key provided with the Enhanced Package 4 for SAP HCM ,needs to be included.

#### Step 1

Go to transaction SM30, access the table “V\_T7XSSSERRES”

Table/View: **V\_T7XSSSERRES**

Restrict Data Range

No Restrictions

Enter conditions

Variant

Display    Maintain    Transport    Customizing

Step 2

Select the entry - **EMPLOYEE\_CAREER\_APPRAISAL\_WD\_UI\_14**, and maintain the below mentioned content as URL for PCD;

EXROLES://portal\_content/com.sap.pct/every\_user/com.sap.pct.erp.ess.bp\_folder/com.sap.pct.erp.ess.roles/com.sap.pct.erp.ess.employee\_self\_service/com.sap.pct.erp.ess.employee\_self\_service/com.sap.pct.erp.ess.area\_career\_job/com.sap.pct.erp.ess.appraisal\_document\_wd\_ui

### Change View "Define Resources (Add Entries)": Details

New Entries

Resource Key

**Define Resources (Add Entries)**

Description	Beurteilungsdokumente
Server	<input style="width: 90%;" type="text"/>
Directory Path	<input style="width: 90%;" type="text"/>
Object Name	<input style="width: 90%;" type="text"/>
URL Parameter	<input style="width: 90%;" type="text"/>
Window Name	appraisal_pmp
Window Properties	width=1050,height=850,resizable=yes,toolbar=no

URL of Resource Object

Ln 1 - Ln 1 of 1 lines

URL of PCD Page  PCD Page Static

EXROLES://portal\_content/com.sap.pct/every\_user/com.sap.pct.erp.ess.bp\_folder/  
 com.sap.pct.erp.ess.roles/com.sap.pct.erp.ess.employee\_self\_service/  
 com.sap.pct.erp.ess.employee\_self\_service/com.sap.pct.erp.ess.area\_career\_job/  
 com.sap.pct.erp.ess.appraisal\_document\_wd\_ui

\* Ln 1, Co 76  
Ln 1 - Ln 4 of 4 lines

Step 3

Similarly select the entry “**EMPLOYEE\_CAREER\_APPRAISAL\_PMP\_14**” and maintain the below mentioned content as URL for PCD;

EXROLES://portal\_content/com.sap.pct/every\_user/com.sap.pct.erp.ess.bp\_folder/com.sap.pct.erp.ess.roles / com.sap.pct.erp.ess.employee\_self\_service/com.sap.pct.erp.ess.employee\_self\_service/ com.sap.pct.erp.ess.area\_career\_job/com.sap.pct.erp.ess.documents\_ee\_pmp

### Change View "Define Resources (Add Entries)": Details

New Entries

Resource Key

**Define Resources (Add Entries)**

Description	Beurteilungsdokumente
Server	<input type="text"/>
Directory Path	<input type="text"/>
Object Name	<input type="text"/>
URL Parameter	<input type="text"/>
Window Name	appraisal_pmp
Window Properties	width=1050,height=850,resizable=yes,toolbar=no

URL of Resource Object

Li 1, Co 1
Ln 1 - Ln 1 of 1 lines

URL of PCD Page  PCD Page Static

EXROLES://portal\_content/com.sap.pct/every\_user/com.sap.pct.erp.ess.bp\_folder/com.sap.pct.erp.ess.documents\_ee\_pmp

Li 1, Co 1
Ln 1 - Ln 2 of 2 lines

## Service and Sub-Area Settings

To assign the newly released Appraisal iView, the obsolete entries are to be deleted and the new entries are to be included.

### Step 1

In customizing, choose;

Cross-Application components -> Homepage framework -> Areas -> Services ->Assign Services to subareas

Select the below mentioned entry and delete it

Subarea key **EMPLOYEE\_CAREER\_SUB\_TM\_PM\_14**

Service Key **EMPLOYEE\_CAREER\_APPRAISAL\_PMP\_14**

Item **10**

### Step 2

Select “New entries” and enter ;

Subarea key as **EMPLOYEE\_CAREER\_SUB\_TM\_PM\_14**

Service key as **EMPLOYEE\_CAREER\_APPRAISAL\_WD\_UI\_14**

After completing these steps, the *Employee* portal role is actively assigned to the *Appraisal Documents* iView (com.sap.pct.erp.ess.14.documents\_ee) in the *Job and Career* area.

## Launch-Pad Settings

### Step 1

Go to the transaction LPD\_CUST and select the launchpad entry;

**Role: HAP and Instance: HAP\_GENERIC\_UI**

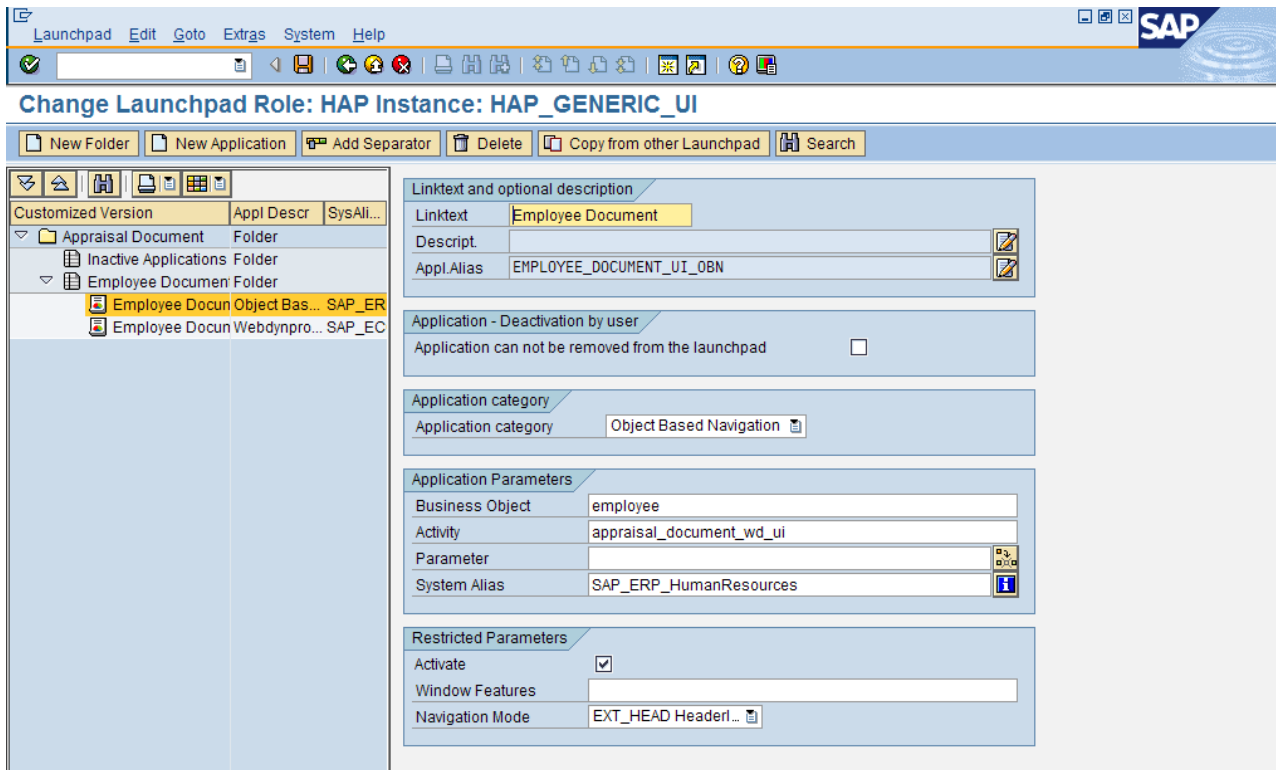
Click on *Change* icon, open the entry “Employee Document Object based Navigation”

Activate the restricted parameters

Select the navigation mode as “**EXT\_HEAD**”

The screenshot shows the SAP Launchpad Overview interface. The table below represents the data visible in the screenshot:

Role	Instance	Description	E...	Ch.	Di.	De.	User Name	C
FINREP	ERP63	Simplified Reporting					MUELLERSTEF1	0
FIP_LP_BUY	YOU_CAN_ALSO_DL	"You can also" links - Distribution List					CHANANT	2
FMCA_TRM	RELATED LINKS						EGGELINGT	3
FMCA_TRM	YOU_CAN_ALSO						EGGELINGT	3
FPM_NAV_2	YOU_CAN_ALSO	FPM Test Navigation 2					LOEWH	1
FSCMTRMACC	FSCMTRMACC	For Role SAP_EP_RW_FSCM_TRM_TM_ACC					SCHIWEK	1
FSCMTRMBO	FSCMTRMBO	For Role SAP_EP_RW_FSCM_TRM_TM_BO					SCHIWEK	1
FSCMTRMCRA	FSCMTRMCRA	For Role SAP_EP_RW_FSCM_TRM_CRA					SCHIWEK	1
FSCMTRMFO	FSCMTRMFO	For Role SAP_EP_RW_FSCM_TRM_TM_FO					SCHIWEK	1
FSCMTRMHM	FSCMTRMHM	For Role SAP_EP_RW_FSCM_TRM_TM_HM					SCHIWEK	1
FSCMTRMRA	FSCMTRMRA	For Role SAP_EP_RW_FSCM_TRM_MRA					SCHIWEK	1
FSCMTRMPA	FSCMTRMPA	For Role SAP_EP_RW_FSCM_TRM_PA					SCHIWEK	1
HAP	HAP_GENERIC_UI						TUKK	1
HAP	PMP						TUKK	1
HDLT2	HDLT2	For Role SAP_EP_HR_PA00					SCHIWEK	1
HDLT3	HDLT3	For Role SAP_EP_HR_PA00					SCHIWEK	1
HRECM	HRECM_LAUNCH_PLANNING	Revise Planning					WEDELING	0
HRPA00	HRPA00	For Role SAP_EP_HR_PA00					SCHIWEK	1
HRPC01	HRPC01	For Role SAP_EP_HR_PC01					ROESS	0
HRPP70	HRPP70	For Role SAP_EP_HR_PP70					ROESS	0
HRPT00	HRPT00	For Role SAP_EP_HR_PT00					ROESS	0
ICMSCA	REP						C5012170	2
ISMFIACOL	ISMFIACOL	For Role SAP_EP_ISM_FICA_COLL					SCHIWEK	1
ISMJJAMI	ISMJJAMI	For Role SAP_EP_ISM_JJAM_INVOICE					SCHIWEK	1



**Step 2**

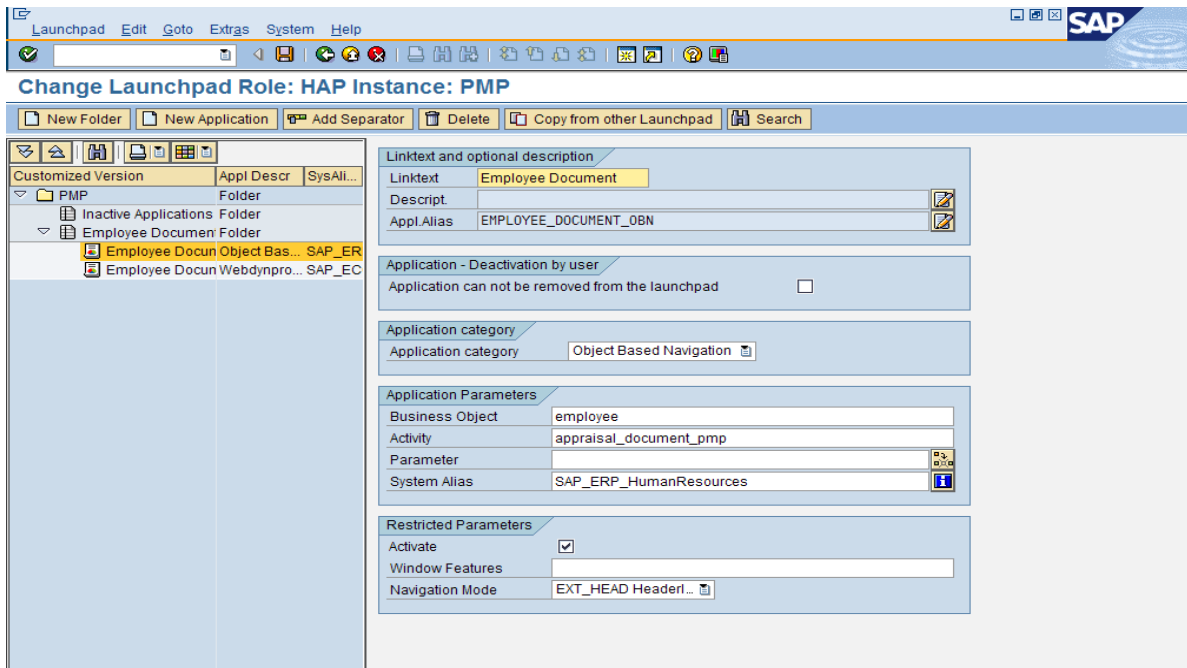
Similar to the previous step, from the transaction LPD\_CUST and select the launchpad entry;

**Role: HAP** and **Instance: PMP**

Click on *Change* icon, open the entry “Employee **Document Object based Navigation**”

Activate the restricted parameters

Select the navigation mode as “**EXT\_HEAD**”





## SICF Settings

The new WebDynpro services need to be activated;

### Step 1

Go to the transaction, SICF

Select services under sap/public/bc

The screenshot shows the SAP SICF transaction interface. At the top, there is a menu bar with 'Service/Host', 'Edit', 'Goto', 'Client', 'System', and 'Help'. Below the menu is a toolbar with various icons. The main area is titled 'Maintain service' and contains a 'Filter Details' section with input fields for 'Virtual Host', 'Service Path', 'Service', and 'Description'. There are also buttons for 'Filter', 'Reset', and 'Detail'. Below the filter section is a tree view of services. The tree is expanded to show 'sap/public/bc' services, with 'mysocnt' highlighted. The tree structure is as follows:

Virtuelle Hosts / Services	Documentation	Referenz Service
default_host	VIRTUAL DEFAULT HOST	
sap	SAP NAMESPACE; SAP IS OBLIGED NOT T...	
option	RESERVED SERVICES AVAILABLE GLOBA...	
public	PUBLIC SERVICES	
bc	Basis Tree (Basis Functions)	
bsp	BUSINESS SERVER PAGES (BSP)	
BusinessSuite	Business Suite	
icf_check	Testing ICF Environment	
icf_info	ICF INFORMATION	
icman	ERROR HANDLER FOR ICMAN	
info	System Information	
mysocnt	Set the MYSAPSSO2 Cookie According to ...	
ping	Connection Test	
ap	Application Platform	
bc	BASIS TREE (BASIS FUNCTIONS)	
bic	SERVICE FOR BIC DOCUMENT	
bw	BW	
ca	Cross-Application Components	

### Step 2

In the same transaction, SICF

Select services under **sap/bc/webdynpro**

The screenshot shows the SAP SICF transaction interface with the tree view expanded to 'sap/bc/webdynpro'. The tree structure is as follows:

Virtuelle Hosts / Services	Documentation	Referenz Service
testzone	Services for TestZone	
trex	TREX	
wappush	Handler for WAP PUSH	
wdvd	HTTP Service View Designer	
wd_trace_tool	WebDynpro TraceTool	
webapp	WEBAPP REDIRECT HANDLER	
webdynpro	Web Dynpro (WD) Runtime	
bobf	Namespace	
cbad	Namespace	
kyk	Namespace	
sap	NAMESPACE SAP	
SPE	Wed Dynpro Applications for Consolidator Portal ...	
webflow	WebFlow	
webrfc	Service for Emulation of ITS Web RFC Service	
workflow	Workflow	
workflow_xml	HANDLER FOR WORKFLOW XML DATA, PARTICUL...	
xmb	Integration Engine	
xmsmsg	TEST INBOX XMS WITH INTERNAL MESSAGE OBJE...	
xrfc	EXECUTION OF REMOTE FUNCTION CALLS ...	
xrfc_test	TIME MEASUREMENT FOR XRFC HANDLER	

## Objective Setting and Appraisals

The screenshot shows the SAP GUI interface for the 'Display IMG' (Implementation Guide). The title bar includes 'Implementation Guide', 'Edit', 'Goto', 'Additional Information', 'Utilities', 'System', and 'Help'. The SAP logo is visible in the top right corner. Below the title bar, there are several buttons: 'Existing BC Sets', 'BC Sets for Activity', 'Activated BC Sets for Activity', 'Release Notes', 'Change Log', and 'Where Else Used'. The main content area is titled 'Structure' and displays a tree view of the SAP IMG hierarchy. The tree is expanded to show 'Objective Setting and Appraisals' under 'Personnel Development'. The tree structure is as follows:

- Organizational Management
  - Personnel Development
    - Basic Settings
    - Integration
    - Master Data
    - Functions
    - Tools
    - Employee Self-Service (ESS)
    - Development Plans
    - Objective Setting and Appraisals
      - Edit Basic Settings
      - Edit Templates
      - Define Tabs and Process Configuration for Template
      - Set Up Integration Between HR and SEM Systems
      - Settings for Predefined Performance Management Process
    - Appraisal Systems
      - Edit Form of Appraisal
      - Edit Scales
      - Define Permissible Functions
      - Edit Appraisals Catalog
      - Assign Appraisal Models to Personnel (Sub)Areas/Employee (Sub)Groups
      - Define Profile View
      - Enhancements

The screenshot shows the 'Web Dynpro ABAP Configuration for Appraisals' interface. It features a title bar with 'Web Dynpro ABAP Configuration for Appraisals' and a 'Help' button. Below the title bar, there are buttons for 'Save', 'Delete', and 'Configuration Preview'. The main content area has two dropdown menus: 'Category ID' set to 'All' and 'Appraisal Template' set to 'ANNUAL PERFORMANCE APPRAISAL'. Below these are two tabs: 'Tab Configuration' (selected) and 'Process Configuration'. The 'Tab Configuration' tab displays a table titled 'Configure Available Elements for Tab' with the following data:

	Element Type	Element ID	Element Name	Tab
▼	Appraisal Template	50005722	ANNUAL PERFORMANCE APPRAISAL 2010-11	<input checked="" type="checkbox"/>
▼	Criteria Group	50005723	Overall Rating & Comments	<input checked="" type="checkbox"/>
•	Criteria Group	50005737	Promotion Recommendation	<input checked="" type="checkbox"/>
▼	Criteria Group	50005738	Performance Objectives	<input checked="" type="checkbox"/>
•	Criterion	50005769	Enter Objectives here	<input type="checkbox"/>
•	Criterion	50005770	Enter Objectives here	<input type="checkbox"/>
•	Criterion	50005771	Enter Objectives here	<input type="checkbox"/>
•	Criterion	50005772	Enter Objectives here	<input type="checkbox"/>
•	Criterion	50005773	Enter Objectives here	<input type="checkbox"/>
▼	Criteria Group	50005724	Personnel & Managerial Attributes	<input type="checkbox"/>

An 'OK' button is located at the bottom right of the table area.

## Portal Considerations

### Employee Self Service Role

Appraisal WebDynpro page that is released with EHP4 is to be added to the existing ESS role as follows;

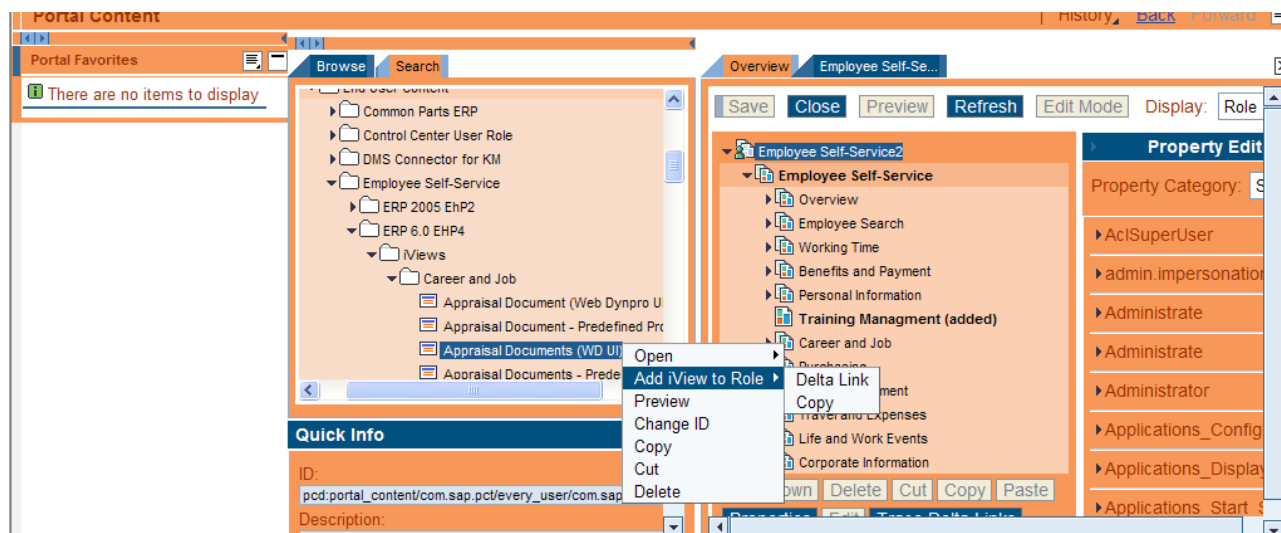
Browse the path Portal content -> Content provided by SAP -> End user content -> Employee Self Service -> ERP EHP4 -> pages folder

Find the page with the pcd;

**portal\_content/com.sap.pct/every\_user/com.sap.pct.erp.ess.bp\_folder/com.sap.pct.erp.ess.14.bp\_folder/com.sap.pct.erp.ess.14.pages/com.sap.pct.erp.ess.14.career\_job/com.sap.pct.erp.ess.appraisal\_document\_wd\_ui**

Add this page to the workset **Career and Job** under the standard ESS role whose pcd is

**portal\_content/com.sap.pct/every\_user/com.sap.pct.erp.ess.bp\_folder/com.sap.pct.erp.ess.roles/com.sap.pct.erp.ess.employee\_self\_service**



## Object Based Navigation settings

### Step 1

Follow the path Portal Content-> Content Provided by SAP> line\_manager->Manager Self-Service->ERP 6.0 EHP4->Pages->HCM

Select the page "Appraisal Document" with the technical name as **com.sap.pct.erp.mss.appraisal\_document\_pmp**

Choose the display of Object Based Navigation , and set a higher priority for the operation Appraisal Document ( PMP ) than the priority of Appraisal Document ( WD UI )

The screenshot shows the SAP Portal Content configuration interface. On the left, a tree view shows the path: ERP 6.0 EHP4 > Pages > HCM > Appraisal Document. The right pane is titled 'Object-Based Navigation' and contains a table with the following data:

Operation Name	Display Name	Business Object	Priority
Appraisal Document (PMP)	Appraisal Document (PMP)	Employee	1

### Step 2

Follow the path Portal Content-> Content Provided by SAP> line\_manager->Manager Self-Service->ERP 6.0 EHP4->Pages->HCM

Select the page " Appraisal Document" with the technical name as **com.sap.pct.erp.mss.appraisal\_document\_wd\_ui**

Choose the display of Object Based Navigation, and set a higher priority for the operation Appraisal Document ( WD UI ) than the priority of Appraisal Document ( PMP ).

The screenshot shows the SAP Portal Content configuration interface. On the left, a tree view shows the path: ERP 6.0 EHP4 > Pages > HCM > Appraisal Document. The right pane is titled 'Object-Based Navigation' and contains a table with the following data:

Operation Name	Display Name	Business Object	Priority
Appraisal Document (WD UI)	Appraisal Document (Wet)	Employee	1

## Business Object Settings

Access the Business Object – Employee through the path Portal content -> Business Object -> ERP Common parts -> Human Resources -> Employee

Add the appraisal page whose technical name is **com.sap.pct.erp.mss.appraisal\_document\_wd\_ui** to the business object- **Employee**

The screenshot displays the SAP Business Object Settings interface for the 'Employee' business object. On the left, a navigation tree shows the path: Financials > Foundation > Human Resources > Employee. The main area is titled 'Employee' and contains a table with the following data:

Operation Name	Operation ID	Priority
Appraisal Document	appraisal_document_wd_ui	0

Below the table, there are buttons for 'Add', 'Remove', and 'Display iViews / Pages'. A section titled 'Implementing iViews / Pages' contains the following table:

iView / Page	Location	In Navigation

## Related Content

[Business Function HCM\\_OSA\\_CI\\_1](#)

[Performance Management Portal Configuration](#)

[OBN Configuration in Performance Management](#)

For more information, visit the [Enterprise Performance Management homepage](#).

## Disclaimer and Liability Notice

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