SAP SuccessFactors Learning & SAP SuccessFactors Validated Learning

Technical and Functional Specifications

This specifications document describes key features and functionality of SAP SuccessFactors Learning and SAP SuccessFactors Validated Learning, as of the Q1 2017 release.

Key Features and Functionality:

- Learning Management System (LMS)
- LMS Content Storage and Premium Content Management

Learning Management System (LMS)

Key Features	Description
Assignment Profiles	Ability to automatically assign learning based on employee attributes; for example, title, job type, location.
Learning Records Management	Allows to maintain records of training delivered.
e-Signature Support	Enables to track and manage complex training verification processes that involve more than one approver. This feature supports FDA regulation CFR 21 Part 11.
VLS Connectors	Allows to create, manage, register, and launch virtual instructor-led training courses using Webex®, Skype for Business/Lync®, and Adobe Connect® platforms.
Learning Approvals	Allows to manage requests for online learning and class enrollments using complex approval processes.
Quizzes & Exams	Ablity to build exams and quizzes, including randomized questions, objective-based testing, and custom feedback.

Key Features	Description
Questionnaire Surveys	Allows to distribute surveys and generate reports on employee feedback for completed courses, and assess long-term retention and application of these acquired skills.
Training Scheduling and Deployment	Allows to distribute scheduling of training and administration with a centralized application environment.
e-Commerce Capabilities	Allows to manage multiple currencies and payment methods – with new Extended Enterprise and Learning Marketplace feature.
Learning Catalog	Ability to search courses and curricula in one place – with integrations to external/MOOC content vendors as part of the Open Content Network (OCN) feature. Supports to control catalog access with automated attribute-based catalog assignments.
Dashboards and Reporting	Enables to measure and track certification activities using dashboards and reports that provide analysis of learning item completions, learning projections, registrations, and curriculum status.
Mobile Learning	Support for learning-on-the-go via mobile devices including iPhone®, iPad®, and Android® (subject to separate mobile app terms and conditions).
Offline Player	Allows to view learning content on a workstation when disconnected from the network.
Curricula	Ability to manage regulated assignment and tracking of certifications/qualifications, including robust retraining models.
SF-182 Forms	The SF-182 feature supports the U.S. Federal external training request form (Standard Form 182).
Learning Programs	Allows to bundle courses into a syllabus and assign the syllabus of learning to the User.

Key Features	Description
Instructor View	Give instructors a web page to manage the courses that they teach.
Learning Game Play	Ability to connect the LMS to a game server to create incentives for learning.
Social Learning	Ability to share peer recommendations, collections of links, and peer to peer learning content.

SAP SuccessFactors Validated Learning

SAP SuccessFactors Validated Learning is an optional way to use SAP SuccessFactors Learning. In addition to the features and benefits provided by SAP SuccessFactors Learning, SAP SuccessFactors Validated Learning includes additional steps to help reducing risk and facilitating compliance with GxP ('Good Practice') regulations and guidelines.

Key Features	Description
Installation Qualification (IQ) report	An IQ Audit Report is provided with each update and provides evidence that the update is appropriately installed, including supporting execution signatures on each IQ Report.
Annual Release Schedule	Updated annually. Customers have six months to review and prepare for the upgrade. To support the validation process, SAP SuccessFactors Validated Learning is integrated with the SAP SuccessFactors HCM Suite and is updated on an annual cycle.

LMS Content Storage and Premium Content Management

Key Features	Description
LMS Content Storage	LMS Content Storage is part of Customer's standard subscription to SAP SuccessFactors Learning and SAP SuccessFactors Validated Learning and includes annual content bandwidth and twenty five (25) Gigabytes of eLearning content storage per customer. Content bandwidth is calculated based on two hundred and fifty Megabytes per (active) Authorized User per year. Authorized users are users who access the system through proper authentication and access channels.
Premium Content Management	Premium Content Management is available for an additional fee. It includes necessary infrastructure in the Cloud to deliver approved e-learning, and provides dedicated resources for testing and validation of e-learning content.
Entitlement Service	Entitlement service helps protect and secure content access according to Customer's entitlement terms. When a user attempts to launch content from a Learning or Validated Learning instance, or directly via a URL, the entitlement service will first verify the User's entitlement before allowing the User to access the content.

Trademark Information

- WebEx is a registered trademark of Cisco Systems.
- Adobe Connect is a registered trademark of Adobe Systems, Inc.
- Skype and Lync are registered trademarks of Microsoft Corporation.
- iPhone and iPad are registered trademarks of Apple, Inc.
- Android is a registered trademark of Google, Inc.

Disclaimer

SAP retains the right to change, at any time in its sole discretion, the Cloud Service as set forth in the Agreement between SAP and Customer.