

# SAP Document Compliance (SDC) Training

*COURSE CONTENT*

## GET IN TOUCH



Multisoft Systems  
B - 125, Sector - 2, Noida



(+91) 9810-306-956



info@multisoftsystems.com



www.multisoftsystems.com

## About Multisoft

Train yourself with the best and develop valuable in-demand skills with Multisoft Systems. A leading certification training provider, Multisoft collaborates with top technologies to bring world-class one-on-one and certification trainings. With the goal to empower professionals and business across the globe, we offer more than 1500 training courses, which are delivered by Multisoft's global subject matter experts. We offer tailored corporate training; project Based Training, comprehensive learning solution with lifetime e-learning access, after training support and globally recognized training certificates.

## About Course

SAP Document Compliance (SDC) training offered by Multisoft Systems provides a comprehensive overview of this critical component within the SAP ecosystem. SDC plays a pivotal role in ensuring regulatory compliance and efficient document management, making it indispensable for organizations across various industries.

## Module 1: Introduction to SAP Document Compliance

- ✓ Overview of SAP Document Compliance and its significance
- ✓ Legal and regulatory requirements related to document processing

## Module 2: Configuration and Setup

- ✓ Installation and configuration of SAP Document Compliance
- ✓ Setting up compliance rules and policies

## Module 3: Compliance Checks

- ✓ Performing compliance checks on various types of documents (e.g., invoices, purchase orders)
- ✓ Identifying and handling compliance violations

## Module 4: Document Validation

- ✓ Validating documents against legal and regulatory requirements
- ✓ Document format and content validation

## Module 5: Compliance Reporting

- ✓ Generating compliance reports and dashboards
- ✓ Monitoring and tracking compliance performance

## Module 6: Integration with SAP Systems

- ✓ Integration with other SAP modules and systems (e.g., SAP S/4HANA, SAP ERP)
- ✓ Data exchange and communication between systems

## Module 7: Document Archiving and Retention

- ✓ Archiving and storing compliant documents
- ✓ Document retention policies and best practices

## Module 8: Document Traceability

- ✓ Tracking the lifecycle of documents
- ✓ Document versioning and history

## Module 9: Compliance Auditing

- ✓ Preparing for compliance audits
- ✓ Documenting compliance processes and procedures