Feature Scope Description for SAP SuccessFactors Recruiting

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Content

1 About This Document 3

2 Features 4

3 Service Availability 21

4 Security, Privacy and Compliance 23

5 Browser Support 24

1 About This Document

This document describes the features that are available in SAP SuccessFactors Recruiting. The availability of some of the features may depend on your license agreement with SAP.

To illustrate integration with other SAP offerings, the product documentation on SAP Help Portal might include references to features that are not included with SAP SuccessFactors Recruiting Features that are not included in this feature scope description might require a separate license.

> **i** Note
>
> This document does not include any information about:
>
> - Packages and pricing available for SAP SuccessFactors Recruiting. For more information, see SAP Discovery Center.

2 Features

This specifications document describes key features and functionalities of SAP SuccessFactors Recruiting, as of the 2H 2024 Release.

SAP SuccessFactors Recruiting is comprised of three areas:

- SAP SuccessFactors Recruiting Management
- SAP SuccessFactors Recruiting Posting
- SAP SuccessFactors Recruiting Marketing

KEY FEATURES AND FUNCTIONALITIES

Recruiting Posting	Recruiting Marketing	Recruiting Management

• User Experience and Interface
• Admin self-service
• Job Posting Content
• User actions
	• Career Site Builder
	  • Content pages
	  • Category Pages
	  • Job Pages
	• Email Alerts
	• Reporting dashboards
	• Campaigns
	• Data Capture forms
	• Talent Community
		• Requisition Management
		• Candidate Management including search options
		• Application Management
		  • Offer Approval
		  • Offer Letter
		  • Interview Scheduling
		• Agency Portal
		• Mobile Recruiting
		• Reporting
		• Third-party Integration

RECRUITING POSTING

User Experience and Interface

The SuccessFactors Recruiting Posting integration supports simplified job postings to job boards or school job boards in multiple languages and locations directly from the recruiting posting page.

Key Feature	Description
UI Consistency (BizX Wrapper)	UI consistency from creation of job requisition to posting of job.

Admin self-service actions

Through Recruiting Posting, admin users directly manage many actions – configurations, permissions, rules, etc. - relevant and useful for enabling good usage of Recruiting Posting.

Key Feature	Description
Job board Marketplace	The marketplace lets Customers choose job boards, school, and university boards – free or paid – they want to post their job requisitions on. They can also request the addition of new job boards that are not currently part of the Recruiting Posting portfolio.
Manage job boards	Manage job boards, credentials, and contracts.
Posting Rules	Accelerate and simplify posting process for recruiters based on job posting rules automatically selecting posting profile and job boards.
Posting Field Completion	Automate the population of data from the job requisition into job posting fields required by job boards.
Job posting automation	When posting rules and all posting field completion are set up, admin can configure automation of job posting (no recruiter action within Recruiting Posting needed) as soon as job requisition is live on external career site.

Job Posting Content

Key Feature	Description
Common fields	Common fields typically required by all the selected job boards. The job requisition prepopulates these fields for the job posting.
Specific fields	Specific fields are only required for certain job boards. Both the specific and the common fields are visible when recruiters create a job posting. When a mandatory field is not correctly populated, a red checkmark indicates that action is needed.

Multilingual posting	Ability for recruiters to create job postings in different languages for channels that support different languages.
Multi location posting	Ability for recruiters to create job postings with multiple locations for channels that support posting with multiple locations
Jobs reposting	When the option is activated, recruiters can choose if yes or no, and how many times they want the job to be reposted after expiration (as long as it is live on external career site).

User Actions

The user experience benefits from the following actions.

Key Feature	Description
Select & Add	Ability for recruiters to select and add posting channels (job boards, schools, social networking.)
Update	Ability for recruiters to update job postings. When clicking « Update », the information is automatically transferred to the posting channels.
Delete	Ability for recruiters to delete job postings on one, a few or all job posting channels.
Tracking	Recruiting Posting allows the tracking of the candidate source by adapting the URL used by candidates to apply. Ability for recruiters to check the performance of each channel used directly in Recruiting Advanced Analytics section.

RECRUITING MARKETING

Career Site Builder

Career Site Builder ("CSB") allows a customer to build and optimize the front-end Web site for the Customer's recruiting strategy. Site management is available through a non-technical UI to simplify the creation and updating of pages. CSB supports both external and internal career site configuration.

Key Feature	Description
Customer Career Site	Allows for the creation of a careers site hosted by SAP and designed with graphics and content provided by the Customer. The Customer can purchase its own domain name for the careers site. Different page types allow for building an interactive careers site with dedicated pages for specific content. Job Layouts can be created to enhance the experience of the candidate. Headers and footers can be tailored to requirements. A rules editor within CSB allows control over content and layouts used for display. Content can be controlled based on type of device to allow Customer to have different content available on a mobile vs a tablet or desktop view. Content can be configured specifically for external vs internal career sites when using CSB. Out the box components are available, or custom components can be built.
Job Matching Using AI	Visitors to the career site can upload their resume and automatically see jobs that match their skills. The skills cloud on the job detail page helps them further understand how their skills match to help determine the best fit jobs to apply to. *Use of this AI feature requires the purchase of SAP AI Units and is subject to separate documentation. Please review the **SAP AI Services List** in Cloud Service Specifications for details*
Mobile Friendly	Using native functionality to design and render a Career Site helps to create a mobile-friendly experience. This feature is also used in conjunction with Recruiting Management to deliver mobile application functionality.
Search Engine Optimization	Enables structure of the Career Site and rules used to help keep content fresh and to help enhance a search engine's indexing of the site.
Talent Community Capture	Ability to capture a candidate's information for the purposes of applicant source tracking, job marketing, analytics, and talent community sourcing.
Localization & Translation Management	Using the Career Site Builder administration tool, Users can add custom translation text for career site fields. Using the Translation Editor, users can view and update this text, as well as enter overriding text for all configured and supported languages. Customer can also update default wording for English language labels.
Brand and Locale Management	All pages on Career Site Builder sites can be customized by brand or locale. This allows the Customer to create a

	candidate experience customized to its individual brands, or specific countries where it recruits candidates.
Email Alerts & Campaigns	Ability to create and send bulk email campaigns using corporate branding guidelines.
Permissions	CSB allows the permissioning of certain aspects to users, to control who has access to make changes to the site or build new pages, layouts, or rules.
Cookie Management	Gives ability to enable the cookie banner, which notifies visitors of site's use of cookies. Can also configure the cookie consent manager, allowing visitors to accept or decline the use of specific cookies while visiting the career site.

*Disclaimer: SuccessFactors Recruiting offers the technical ability for Customers to send emails to any number of recipients (i.e., CRM (Candidate Relationship Management) features). Notwithstanding the foregoing, or anything in the parties' Agreement, SAP reserves the right to restrict the number of emails and/or the number of recipients per email upon providing notice to Customer.

In accordance with the Customer's warranty in the Agreement, Customer must use the email functionality in accordance with all applicable laws and regulations. Furthermore, Customer agrees not to use the email functionality in a manner that may harm SAP, its customers or other third parties. As a result, upon SAP's request, Customer will change its email practices to avoid violating any interests harmed due to Customer's apparent failure to comply with such laws or regulations or due to its misuse of the email functionality. As an example, if Customer's email practices lead to blacklisting the Cloud Service URL and/or IP address, SAP may transfer the Customer to a separate URL and/or IP address at Customer's expense, or SAP may suspend the email feature until the parties have agreed on a reasonable email practice that is appropriate for a Cloud Service offering in a multi-tenant environment.

Customer may not rely on the unrestricted use of the feature. SAP may further restrict (technically or commercially) the usage of the email feature to its customers by providing thirty (30) days advance written notice (email permitted) to some or all affected customers using the email feature of the Cloud Service or IP address.

Talent Community

Recruiting Marketing allows Career Site visitors to join the Customer's private Talent Community. Members of the Talent Community receive future job notifications when job opportunities match their interests.

Key Feature	Description
Automated Job Alert Creation	Ability to gather candidate interests on the Career Site based on their interaction and behavior on the site, subject to an applicable privacy policy (or similar document) or consent, as required.
Job Marketing	Provides the functionality that matches the "User Agents" to new job openings and notifies the candidate via email with a direct link to the Job Opportunity.

Recruiting Dashboard & Reporting

SAP SuccessFactors Recruiting Marketing includes a Recruiting Dashboard.

Key Feature	Description
Reporting	Ability to view basic site activity, e.g., visitor traffic, mobile traffic, and e-mail engagement activity in both aggregated and detail form
Source Report	Ability to see which sources/engines are driving traffic and apply conversions on the Career Site.
URL Builder	Ability to create trackable URLs to drive candidates to specific jobs or pages on the careers site.
Advanced Analytics	Combines SAP SuccessFactors Recruiting Marketing source data with SAP SuccessFactors Recruiting Management application data to provide anonymous conversion and optimization metrics.

RECRUITING MANAGEMENT

Requisition Management

Key Feature	Description
Create & Copy Requisitions	Allows users to create a new requisition by selecting a job code or role from a job template library (which will prepopulate some fields), copy an existing requisition or create from an empty template. Different templates allow different data or processes to be driven based on criteria such as country or type of position. Evergreen requisition feature allows the company to generate a pool of potential candidates for future openings and link these to hiring requisitions.
Integration between Position Management and Recruitment Management	Provides a job profile for the requisition created and prepopulates the requisition details.
Job Profile Builder Integration	Job Profile Builder Integration populates job requisitions with pre-defined Job Profile content set up by an administrator. This pre-population results in consistency and professionalism in job requisitions.
Job Description Enhancement Using AI	Users can now enhance and generate the job description using generative AI capabilities. *Use of this AI feature requires the purchase of SAP AI Units and is subject to separate documentation. Please review the **SAP AI Services List** in Cloud Service Specifications for details*
Requisition Approval Workflow	Configurable workflow for requisition approval supports iterative, collaborative, and consecutive workflows, where routing options can be mixed and matched, and where ad hoc approvers may be added to the route map. Automated notifications and prompts within SuccessFactors are available to assist users.
Custom Fields	Requisitions support the use of Customer-defined fields.
Job Posting	Requisitions can be posted through the Recruiting Management tool to several locations. The locations where requisitions can be posted through the Recruiting Management tool are: • Internal career site • External career sites • Private postings • Job boards • Agencies Allows Users to create a local specific URL that can be used for a candidate to apply directly to a position without it being posted on a careers site or elsewhere.

	Posting can be automated using business rules and/or recruiting profiles with Recruiting Posting.
Competency Library	Includes a standard competency library, or a library can be created or imported from a third party. These competencies can be used to populate requisitions when they are assigned to roles and used to rate applicants as part of the interview process.
Prescreening	Users can define pre-screen questions presented to applicants at the point of application. These pre-screen questions can be used to gather information, score applicants, and automatically disqualify applicants who meet certain criteria.
User Permissions	Controls who can view requisitions and what fields they can view and edit. Template permissions or Role Based Permissions that control the actions that users can do or the data they have access to within the system. Recruiting Operators, Recruiting Teams and Recruiting Groups allow additional control within requisition, candidate, and application management
Business Rules Automation	Allows Users to create Customer-specific rules to support their business processes. The Customer can create several types of rules, that are triggered either on initiation, on save or on change. Rules are supported on the job requisition, job application, job offer and to update applicant status based on certain actions. Customers can also create rules to display on screen messages to recruiting users.
Talent Pools	Ability for users to create a group of candidates, employees, or new prospects for a specific purpose. Talent pools can be used to pipeline candidates through a customized process, group candidates for an email campaign, or keep track of candidates interested in a specific type of event or job opportunity.
Language Packs and Translations	Ability to use the system in multiple languages, post jobs in different languages and provide translated career sites and application process.
Integration Center	Ability to build, run, schedule, and monitor simple integrations. Predefined templates are available, and users can create their own templates.
Check Tool	The check tool helps to identify and resolve issues when the system does not work as expected.
OData API	The HCM Suite OData API is the SAP SuccessFactors Web Services API. The API is data oriented. The API is best used for frequent or real-time requests for small amounts of data. Large data requests are better handled by batch FTP processes
Data Protection and Privacy	SAP SuccessFactors Recruiting includes comprehensive data protection and privacy features that are common to the entire SAP SuccessFactors HCM Suite. Data Retention Management in Recruiting allows you to define how long candidate and job application data is stored before it can be removed.

Document Management	SAP SuccessFactors document management tools enable administrators to manage document attachments centrally for the HCM Suite. Administrators can use document management tools to view and manage documents centrally and to configure document storage settings.
Foundation and Generic Objects	Supported within recruiting on the requisition, offer, profile and application templates to allow data flow to/from other modules.
SMS (Short Message Service)	Notifications sent to applicants about scheduled interviews and ad-hoc. Can use predefined template or create on the fly.
Qualtrics	Allows the ability to add a feedback opportunity on the job application confirmation page that appears after a candidate successfully submits a job application. Allows the ability to add JavaScript code in Career Site Builder to add a Qualtrics feedback tab to all your career site pages, or to a specific career site page.

Candidate Management

Key Feature	Description
Career Sites	Allows Users to create an external and internal careers page that hosts the list of open jobs (posted requisitions) and allows candidates to fill out an application to show their interest in a particular job. Topic-sensitive microsites available. Configurable search criteria can be defined for external vs. internal careers sites.
Job Alerts	Candidates can save job searches and schedule regular email notifications to inform them of all or newly matched jobs.
Configurable Workflows	Ability to set up stages in the application workflow, and define features such as automatic email notifications, candidate-facing labels, and visibility into applicant data for each stage. Data captured from an applicant can be driven by country of the job or stage in the pipeline. Candidates can be invited to apply for a job at any stage of the process.
Selection Permissions	Ability to set permissions to limit who can view and change the status of candidates in each stage of the selection process.
Applicant Workbench	Ability to filter and search across applicants to a specific job, based on fields defined by an administrator. Includes search by keyword in CV and Cover Letter and fields defined in the application and candidate profile template based on configuration. AI-Assisted Skills Matching can be used to assist in the screening process and show insights into skills matched between job requisition and candidate applications.

	Use of this AI feature requires the purchase of SAP AI Units and is subject to separate documentation. Please review the ***SAP AI Services List*** *in Cloud Service Specifications for details*
Bulk Actions	Ability to take the same action on multiple applications, such as emailing candidates, or moving candidates from one stage to another.
Employee Referral	Employee Referral tracks the referring employee and source of referral for new candidates. Employees who have referred a candidate can view the status of their referrals currently in the hiring process. Employees can submit candidates to jobs directly or by e-mailing the candidate.
Correspondence Templates	Allows users to create customized email templates for communicating with candidates and internal participants in the recruiting process. These templates can be set up to automatically be sent out at configured stages of the selection process or sent manually. Templates can be translated into multiple languages to support the local of the user or recipient. Access to use a template is some areas is covered by RBP (Role Based Permissions)
Assessment	Allows users to create online prescreening questions as part of the application process, and optionally set up weightings to rank the applicants based on total prescreen score. Includes support for automatic disqualification of applicants based on their answers.
Interview Scheduling	Interview Scheduling allows recruiting users to enter availability directly into the system so that interviews with applicants can be easily scheduled by other users, or by candidates via self-scheduling. SuccessFactors can be configured to integrate directly with Microsoft Outlook using Modern Authentication. Interviews can be updated, rescheduled, or cancelled and automated notifications sent to internal users and applicants. SuccessFactors can be configured to integrate with Microsoft Teams, allowing a Teams invite to be included in the confirmation.
Competency-Based Candidate Ratings	Allows Users to base candidate interview ratings on competencies and skills, as defined by the job requisition. Allows for an overall candidate rating and interviewer comments.
Interview Questions Generation Using AI and Applicant Evaluation in Microsoft Teams	Interviewers can generate interview questions based on the job description using the generative AI capability and evaluate the applicant after the interview is complete in Microsoft Teams.
AI Assisted Interview Feedback	Provides a consolidated overview of the interviewing team's assessment and feedback to recruiters and hiring managers with additional insights.
Offer Approval	Once a recruiter, hiring manager, or other authorized user decides to hire a candidate to fill a job requisition, the offer process consists of assembling details of the offer

	that will be extended to the candidate, routing these details for approval, generating an offer letter using tokens from the requisition, application and offer details form and extending an offer letter to a candidate. Business Rules can be used to help calculate data or prepopulate data into offer approval template fields. Predefined approval can be set-up per template, or ad-hoc approval is supported. Business Rules can be used to pre-select the correct Offer template.
Offer Letter Templates	Permissions allow control over who can create an offer. Allows users to create customized offer templates for extending offers to candidates. Access to templates can be controlled using Role Based permissions. Business Rules can be used to pre-select the correct Offer template. Special tokens can be used to add paragraphs of text based on Business Rules. Offer letters can be sent as a PDF attachment, verbal offer or as an email.
Online Offer Online Offer with eSignature	A secure online portal where offer letters can be sent and candidates can login and accept, decline, or ask a question. If using online offer with eSignature, allows for an integration with SAP Signature Management by DocuSign
Candidate Relationship Management	Features include Talent Pools, Data Capture Forms, Email Campaigns, Landing Pages, and Activity Tracking. Message Centre allows email correspondence within SuccessFactors between a candidate and user.
Resume Parsing	When creating an account, the candidate can upload their CV and the data can automatically populate fields within the profile.
AI-Assisted Skills Validation for Applicants	AI-assisted skills validation allows applicants to add and manage skills that they want to share with the recruiter, as part of their application. *Use of this AI feature requires the purchase of SAP AI Units and is subject to separate documentation. Please review the* ***SAP AI Services List*** *in Cloud Service Specifications for details*
Data Migration	SuccessFactors supports an initial load of data in the correct format of requisitions, candidate data including attachments and application data including attachments.
Managing Duplicate Candidate Profiles	Candidates sometimes create more than one candidate profile in Recruiting. In such situations, you can merge the profiles into a single profile.
Job Analyzer for Recruiting	The Job Analyzer is designed to help you create the best job description possible by providing salary and language recommendations. This unique capability is made possible using machine learning techniques, combined with historical applicant data to determine any gender-biased language.

* In support of eSignature, SAP Signature Management by DocuSign is an optional integration, with additional Supplemental Terms and subscription required.

Candidate/Resume Search

Key Feature	Description
Boolean Search	Enables search for candidates using advanced Boolean criteria.
Wizard-style Search Builder	Allows Users to create, save and share (with other Users with proper permissions) candidate searches using a wizard-style interface.
Tags	Ability to tag candidates with customized attributes and search for candidates with those tags.
OFCCP Compliance	Ability to create, save and report on candidate searches in a way that helps support OFCCP compliance*.
Permission to Search	Search of candidates can be controlled based on preferences set by the applicant when creating a profile
Candidate Forwarding	Profiles of candidates can be forwarded directly to colleagues or job requisitions for consideration. Configuration within the system gives control over what data can be forwarded.
Candidate Search Audit	Ability to report on search criteria, number of results, the related requisition the language of the search, whether the search was on internal or external candidates, the date of the search, who performed the search, every candidate returned in the search and the action taken because of the search (email or forward.)
VETS100 Reporting	SuccessFactors also provides a pre-built file ready VETS100 report that can be set up in a client's instance upon request

*OFCCP- Office of Federal Contract Compliance Programs, which are used by companies doing business with the US government.

Agency

Key Feature	Description
Agency Functionality	The Customer may work with recruiting agencies that are used to source and submit applicants for certain jobs. An admin may set up new agencies and agency Users who can then log in through the agency portal. Enabling the agency feature provides a separate portal for External Recruiting Agencies. Allows external agencies and recruiters to create and see their candidates, see job requisitions open for agency access and forward candidates to those job requisitions.

Hire & Onboard

Key Feature	Description
Employee Central (SAP SuccessFactors Recruiting Management to SAP Employee Central (EC) Integration)	The Recruiting Management to SAP SuccessFactors Employee Central Integration supports the seamless transition of an external candidate record into a new employee account, including issuing an employee ID.
SAP ERP Human Capital Management (SAP ERP HCM) New Hire Integration	SAP provides new hire integration for the Customer using both SAP ERP Human Capital Management (SAP ERP HCM) and Recruiting Management via an integration pack. The integration pack allows the transfer of hired applicant data from SAP SuccessFactors into SAP ERP HCM.
SAP SuccessFactors Onboarding Integration	The Recruiting Management to SAP SuccessFactors Onboarding Integration provides a seamless way to transition an External Candidate record into Onboarding.

Mobile Recruiting

Key Feature	Description
Requisition Approvals	Users with mobile access and proper permissions (as defined by the system administrator) can view and approve requisitions on a mobile device.
Interview Feedback	Interviewers can rate candidates based on competencies and skills associated with the job. Allows for a thumbs-up or thumbs-down rating as well as free form comments using a mobile device, which are then pushed back into the recruiting system where they can be viewed by those with the correct permissions.
Offer Approvals	Users with mobile access and proper permissions (as defined by the system administrator), can view, and approve candidate offers on a mobile device.
Support for Multiple Mobile Platforms with Native Mobile Applications	Mobile Recruiting features are supported on iOS and Android platforms after accepting and subject to the standard applicable mobile terms and conditions provided before download of the application, as updated from time to time.
Push notification	Push Notifications are available for Providing interview feedback tasks, Job Requisition Approval requests and Job Offer Approval requests.

Recruiting Reporting/Analysis

Key Feature	Description
Standard Reports	Provides nine out-of-the-box, standard recruiting reports including information that helps support OFCCP*.
Ad Hoc Reports	Standard and custom fields are available in an ad hoc report tool, where Users with appropriate permissions may construct reports by selecting various available columns and filters.
Custom Reports	Users with the proper permissions can create custom recruiting reports based on SAP SuccessFactors Recruiting Management data.
Print and Go Pack	Interviewers (and team members) can print a selection of applicants and competency information to be used during the interview process.
Audit Trail Reports	Tracks changes (by User, date, and time) to candidate, requisition and offer status.

*OFCCP- Office of Federal Contract Compliance Programs, which are used by companies doing business with the US government.

Third-Party Integration

Key Feature	Description
Assessment Integration	Integration with several assessment providers – details available on SAP
Integration with SAP Signature Management by DocuSign	Support online offers with eSignature which allows a candidate to digitally sign an offer letter*.
Integration to First Advantage	Integrated to use First Advantage for background checking*.
Integration to other Background Checking platforms	Integrated to use the Dell Boomi integration platform for third party background checking providers*.
Job Board Integration	Post requisitions to selected job boards.

* These features are not included with SAP SuccessFactors Recruiting Management and can be subscribed to for an additional fee.

TRADEMARK INFORMATION

- First Advantage® is a registered trademark of the First Advantage Corporation
- iOS® is a registered trademark of Apple, Inc.
- Android® is a registered trademark of Google, Inc.
- Dell Boomi® is a registered trademark of Boomi, Inc
- DocuSign® is a registered trademark of DocuSign

3 Service Availability

This section describes the service availability aspects.

Availability Aspect	Description
Regions	See SAP Discovery Center
Infrastructure Regions	We run on several underlying Infrastructure-as-a-Service technologies and regions. Some are owned by SAP, and some are owned by our partner infrastructure providers, including Microsoft Azure, Google Cloud Platform, and Converged Cloud (SAP)
Availability	Service Availability is a customer contractual commit that is pegged at 99.7% This would imply that our services / product will be available for the customer to use with an uptime of our Core Product for ≥ 99.7% of the times SAP Trust Center is the trusted document reference for SLA which is also visible to the customers SERVICE LEVEL AGREEMENT FOR CLOUD SERVICES
Environments	Cloud Foundry environment.
Languages	The web-based administration user interface is available in the following languages: • Arabic • Bulgarian • Catalan • Chinese (China - simplified) • Chinese (Taiwan) • Croatian • Czech • Danish • Dutch • English (Great Britain) • English (United States of America) • Estonian • Finnish • French (France) • French (Canada) • German (Germany) • German (Switzerland) • Greek • Hebrew • Hindi • Hungarian • Indonesian • Italian

- Italian (Switzerland)
- Japanese
- Korean
- Latvian
- Lithuanian
- Malay
- Norwegian
- Polish
- Portuguese (Brazil)
- Portuguese (Portugal)
- Romanian
- Russian
- Serbian (Latin)
- Slovak
- Slovenian
- Spanish (Spain)
- Spanish (Mexico)
- Swedish
- Thai
- Turkish
- Ukrainian
- Vietnamese
- Welsh

The SAP SuccessFactors documentation on SAP Help Portal is available in the following languages:

- English

Accessibility	SAP SuccessFactors' design and development guidelines for its software cover the Web Content Accessibility Guidelines 2.1 Level A and AA, US Section 508, and the EN 301 549 Chapter 9, 10 and 11. Additional accessibility information can be found in our Customer Success Accessibility Hub.

4 Security, Privacy and Compliance

SAP fosters trust through responsible actions in the context of security, privacy, compliance and transparency. We build secure-by-design solutions, help you meet regulatory and compliance requirements, collect and process personal data lawfully. SAP SuccessFactors Recruiting ensures cloud compliance, security and privacy at multiple levels.

Security

SAP protects businesses' applications and data by building, running, and maintaining more-secure operations.

See our security measures to help protect your data's integrity, availability, and confidentiality and explore security products and services from SAP here.

SAP is committed to delivering trustworthy products and cloud services. Secure configuration is essential to ensuring secure operations and data integrity. We have therefore documented security recommendations that are consolidated in this one place to help you configure the best in security for your SAP portfolio. You can access the SAP SuccessFactors HCM Suite Security Recommendations here.

Privacy

SAP SuccessFactors Recruiting follows SAP's global Data Protection and Privacy (DPP) guidelines. You can find more information on the guidelines here.

SAP constantly improves upon Technical and organizational measures (TOMs) for Cloud Services to protect the data we process on behalf of customers against unauthorized access, change, or deletions.

Furthermore, you can access the Data Processing Agreement for Cloud Services (DPA) for your region here.

You can also access our Data Transfer Fact Sheets and Sub-processor lists here.

Additionally, you can learn about data protection and privacy capabilities available in the SAP SuccessFactors HCM Suite here.

Compliance

At SAP, we keep our finger on the pulse of ever-increasing security challenges by building a security foundation based on industry standards and compliance and regulatory requirements. View SAP's latest security compliance offerings and reports.

To access our Certificates, Reports, and Attestations, please visit our SAP Compliance Offerings.

Visit My Trust Center

My Trust Center, an area within SAP Support Portal for SAP Trust Center, extends the public offering by granting access to additional documentation available only to SAP customers and partners with a valid SAP user ID. You can access My Trust Center here.

5 Browser Support

Overview of the browser support.

For the UIs of the service, the following browsers are supported on Microsoft Windows PCs and, where mentioned below, on macOS:

Browser	Versions
Google Chrome	Latest version
Mozilla Firefox	Latest version
Microsoft Edge	Latest version **i Note** Internet Explorer 11 or lower versions are not supported.
Safari	Latest version (for macOS only)

For additional information, please view our Desktop Browsers and Browser Configuration Requirements support page.

For mobile browsers:

Browser	Versions
Google Chrome for Android	Latest version
Google Android default browser	Latest version
Safari for iOS	Latest version (for macOS only)

For additional information, please view our Mobile Browser support page.

Important Disclaimers and Legal Information

Hyperlinks

Some links are classified by an icon and/or a mouseover text. These links provide additional information.

About the icons:

- Links with the icon : You are entering a Web site that is not hosted by SAP. By using such links, you agree (unless expressly stated otherwise in your agreements with SAP) to this:
    - The content of the linked-to site is not SAP documentation. You may not infer any product claims against SAP based on this information.
    - SAP does not agree or disagree with the content on the linked-to site, nor does SAP warrant the availability and correctness. SAP shall not be liable for any damages caused by the use of such content unless damages have been caused by SAP's gross negligence or willful misconduct.
- Links with the icon : You are leaving the documentation for that particular SAP product or service and are entering an SAP-hosted Web site. By using such links, you agree that (unless expressly stated otherwise in your agreements with SAP) you may not infer any product claims against SAP based on this information.

Videos Hosted on External Platforms

Some videos may point to third-party video hosting platforms. SAP cannot guarantee the future availability of videos stored on these platforms. Furthermore, any advertisements or other content hosted on these platforms (for example, suggested videos or by navigating to other videos hosted on the same site), are not within the control or responsibility of SAP.

Beta and Other Experimental Features

Experimental features are not part of the officially delivered scope that SAP guarantees for future releases. This means that experimental features may be changed by SAP at any time for any reason without notice. Experimental features are not for productive use. You may not demonstrate, test, examine, evaluate or otherwise use the experimental features in a live operating environment or with data that has not been sufficiently backed up.

The purpose of experimental features is to get feedback early on, allowing customers and partners to influence the future product accordingly. By providing your feedback (e.g. in the SAP Community), you accept that intellectual property rights of the contributions or derivative works shall remain the exclusive property of SAP.

Example Code

Any software coding and/or code snippets are examples. They are not for productive use. The example code is only intended to better explain and visualize the syntax and phrasing rules. SAP does not warrant the correctness and completeness of the example code. SAP shall not be liable for errors or damages caused by the use of example code unless damages have been caused by SAP's gross negligence or willful misconduct.

Bias-Free Language

SAP supports a culture of diversity and inclusion. Whenever possible, we use unbiased language in our documentation to refer to people of all cultures, ethnicities, genders, and abilities.

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