

Query Manager

Powerful, flexible reporting on all SAP® HCM data

For effective decision making, up-to-date business information is vital. As a manager, you expect such information to be accurate and available on demand. To this end, business departments continually require reports that meet specific needs.

Standard SAP HCM reports are usually not sufficient to meet all your reporting requirements. The most common solution is to develop custom ABAP reports, which can be time-consuming and costly. What you need is a product that not only provides ready-made reports, but also enables users to create and change their own reports easily.

Query Manager (QM), created by EPI-USE Labs, is a powerful and flexible product for easy reporting on all SAP HCM data, including payroll results and Org Management. Business users without programming skills can build their own reports, as the drag-and-drop user interface is simple to use.

If you already have a Business Intelligence (BI) solution, you will find that QM complements and extends what BI can provide. BI focuses on aggregated and summarised data, and is best for analysing trends and statistics. QM focuses on operational and transactional data, so for real-time reports, both day-to-day and once-off, QM is ideal.

With QM, you take control of the HCM information you need for decision-making and time-critical problem resolution. Your business benefits from the time and cost savings, and the high ROI.

"I am totally in love with QM and use it daily."

Renaë Jones, Payroll Administrator,
Corporate Express, Australia



What if you could ...

reduce reporting costs?

Save over 80% by giving business users the power to do their own reporting
Free up technical resources for more complex tasks

grow your HCM reports as your business grows?

Easily add or update reports at no additional cost

obtain an urgent report right here, right now?

Build and test your own report within minutes

access data from different HCM modules in the same report?

Choose from PA, PD, OM, PY, etc. in any combination



Why does your business need a reporting solution?

Managers at all levels need access to business information, whether for day-to-day queries or strategic decision-making. SAP HCM business users employ reporting to gather and present this information. To build a new report, the traditional method is to create a functional specification, develop the report, test it, and then move it into Production. If there are faults, the process has to be repeated, often several times.

Businesses often commission external developers for reporting, but it can be difficult to obtain them on short notice or for short times, and costs can escalate quickly. Furthermore, there will always be new HCM reporting needs in response to statutory or business changes.

Your reporting solution: Query Manager

Query Manager, from EPI-USE Labs, is a powerful, flexible solution for easy reporting on all SAP HCM data. Delivered Queries can be used as is, or act as templates for new Queries. Adding fields to your reports is as easy as drag and drop.

With this product, business users are empowered to create reports with ease, while ABAP programmers can use QM to help them build complex scenarios quickly and easily.

Query Manager eliminates the uncertainty and risk of commissioning external developers. Its predictable cost yields a high ROI, not only from the start, but also over time, as reports can be created and changed into the future.

Traditional scenario	Query Manager
Difficult to determine reporting costs, because demands vary so unpredictably	Fixed cost solution that is easily incorporated into an annual budget
No sample report solutions exist	Delivered Queries can be used as templates
Long delay between initial requirement and delivery of report	Minimal time between requirement and report, as the business user controls both requirement and solution
Often misinterpretation between user, business analyst, developer and tester	No misinterpretation as the same business user assumes all these roles
Requirements may change while the report is being developed	Easy to change an existing report, at source, immediately
High dependence on other technical resources	Reduced or no dependence on ABAP / technical resources
Urgent, complex, 'one-off' reports impossible to get on time	Build reports quickly, as and when required
Reporting solution never complete, continuously have to commission new reports	
Time consuming to build reports to satisfy statutory agencies (central stats, tax office, etc.)	
'Slice and dice' multiple spreadsheets to manipulate the data to what is required	Create one report that already has all the required data and calculations built in
Difficult to add calculated values to reports	Add your own calculations effortlessly, without needing ABAP
	Choose from hundreds of calculated fields delivered with QM
Time-consuming manual process to find missing data	Easily identify 'null' data with Exception reporting
After upgrading or applying Support Packages, custom ABAP reports may need updating	QM reports are 'upgrade resistant' – they will always work on all supported SAP releases and patch levels

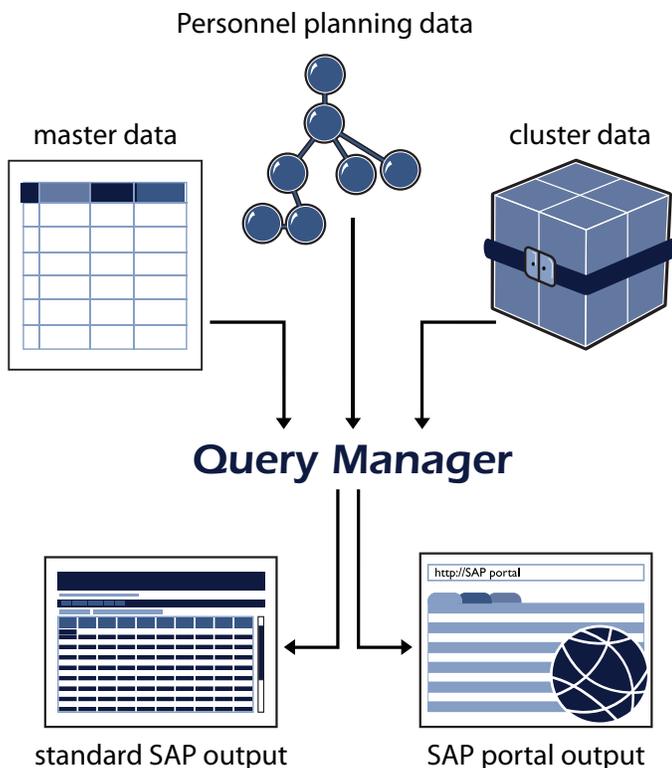
How can we help you?

It's easy to get started with Query Manager, which is delivered with over fifty free pre-built sample Queries. These Queries are immediately ready for you to use, or copy and change. Alternatively, you can start creating your own Queries via the drag-and-drop interface, which is easy to understand and use.

Training typically takes two days, after which your users are self-sufficient. The global EPI-USE Labs Support team provides support whenever you need it. Furthermore, in the Query Manager online forum for customers, you have a place to discuss and learn, as well as access to custom-built Queries that other customers are prepared to share.

Query Manager is continuously developed and enhanced, so you can be sure that value is being added all the time.

QM easily accesses all HCM data



QM can report on:

- HCM master & transactional data
- HCM cluster data (including payroll results)
- HCM configuration tables
- User master data

With Query Manager you can:

Enjoy the power of accessing any HCM data

With QM you can do cross-module reporting: you can access data from modules such as Personnel Planning, Personnel Administration, Payroll, Time Management, Org Management, Personnel Development, and Training Management in any combination, all in one convenient report.

Streamline execution with configurable selection screens

QM allows you to choose from a repository of over 500 selection screens. Furthermore, you can add any field from any table in the Query to the selection screen. This empowers you to create pre-built screens that the end user will find easy and simple to use.

Accelerate exception reporting with Null value function

This function, 'Include null values', is really useful for identifying exceptions, for instance to determine "Which employees do not have a tax record?" Conversely, you could report only on employees who do have tax records, without affecting the population selected.

Broaden reporting with data from different timespans

Create comprehensive reports by selecting data from different timespans or intervals. For example: create a report with name, cost centre, org unit, salary at <previous date>, employee status at <today>, last bonus or last overtime record <ever>, and <future> course bookings or reminders. With Query Manager, the possibilities are endless.

Present complex infotype data more easily

You can include multiple records and/or subtypes from the same infotype, and represent repetitive data meaningfully. Examples are: current salary and previous salary, possibly consisting of several wagetypes; permanent address and emergency address.

Enrich your reporting by adding exit code

QM gives you the ability to add various expressions, from simple arithmetic functions such as adding or subtracting columns, to complex processing such as conditional evaluations using ABAP code.

Save time with available calculated fields

With simple click and drag, you can add any of QM's pre-defined calculated fields to your report. Calculated fields include age, length of service, minimum/maximum pay grade, manager ID/name, absence days, and hundreds more, all ready for use.

Easily include custom fields and tables as data sources

QM automatically detects custom fields and custom infotypes, and you can add your own custom (Z) tables easily.

Enhance output with choice of formats

Choose the output type that suits your report best: detailed, summary or pivoted. The pivoted format can be applied to summary or detailed data and is wonderful for managing payroll results data.

Rename any field appropriately

With just one click, you can rename any output column header or custom selection screen field to be more meaningful to you.

Construct your own header/footer

Add helpful metadata, such as the user who executed the Query, date/time of execution, total number of records, period selection dates, or even your company logo, to your report's header and/or footer.

Be confident of data security

QM uses standard SAP authorizations, so access to your HCM data remains secure.

Protect your critical reports

Lock a Query so that only you can edit it, thus protecting it from unapproved changes.

Benefit from the online community forum

Through this QM forum, you can collaborate with other QM customers and share ideas and solutions. You can get news and updates about QM, see a calendar of upcoming events such as webinars, and access videos, demos, and tips & tricks. You can make suggestions for enhancements and perhaps share a few of your own Queries. In this way you have a large repository of info, Queries and support to call on at any time.

"Worcestershire County Council has a comprehensive library of Query Manager reports for its SAP HCM system, meeting a wide variety of business reporting needs. A number of these are published in MSS to enable front-line managers, in particular, to be able to access and run reports in real-time to support business decision making."

Jim Collins, Applications Development Manager
Worcestershire County Council, United Kingdom

Delivered Queries

Our set of pre-built Queries showcases the range of possibilities in Query Manager, using more than 50 working examples.

Free, relevant Queries

These Queries are automatically included with the product at no extra cost. They cover common needs, since we based them on requirements gathered from many customers over time. Some allow simple configuration changes to fit in with your specific needs. The set includes international and country-specific Queries, all ready for execution.

Sharing, involved community

These Queries represent a community effort, as they include original Queries from customers who have chosen to share them. In this way we all expand our set of reports, exchange ideas and learn from one another's experience.

Reduced development time

You save time, as business users can use the Delivered Queries exactly as they are, or as templates for easily creating similar Queries. The examples also speed up normal Query creation with QM, acting effectively as in-built training, showing:

- how to build a Query
- which HCM data can be accessed
- best practices
- the flexibility of QM
- how to extend functionality with exit code
- new functionalities.

Useful CE reports

QM has limited support for Concurrent Employment (CE). The Delivered Queries show how you can effectively enable CE reporting by using Person ID in the selection and output. There are two versions of the Delivered Queries, one for CE customers and one for standard customers.

Improved ROI

With so many useful reports, your company frees up resources, saves time and money, and improves efficiency.

Delivered Queries areas:

- Personnel Administration
- Time Management
- Benefits
- Payroll
- Org Management
- Personnel Development
- Training & Events
- System

Query Manager

Who will benefit?

Your business users who run any element of SAP HCM will be grateful for the Queries delivered free with Query Manager. QM's flexibility means these users are also empowered to create their own reports, reducing time and frustration, and enabling them to be more productive. Because of this, your ABAP programmers will be able to spend their time more effectively, and will also enjoy using QM's power in creating reports rapidly and easily.

Who will be interested?

As a Payroll Manager, HR Manager, SAP Delivery Manager or CIO, you will have on-demand access to the HCM information you need for business decisions. With free delivered Queries, free access to Queries shared on the forum, and the ease of creating new custom Queries, you save costs now and in the future. QM will help you to increase productivity and streamline decision making.

Technical specifications	
SAP applications supported	ERP HCM
SAP releases supported	4.7 to ECC6 (ERP2005) including Enhancement Pack 4
HCM functional areas supported	Personnel management, Time management, Payroll, Benefits, Org management, Personnel development, Training management, etc.
Data sources supported	All HCM data including standard and custom infotypes, cluster data (such as payroll and time), config tables, and custom (Z) tables
Extendibility	Add Query-specific extensions using Expressions, or implement a user exit to enhance standard processing in all Queries
Delivered content	50 pre-packaged, ready-to-use sample reports included
Installation	Via two transports: one cross-client and one client-specific
Languages available	English and German
Languages in which support is available	English, German, French, Spanish, Italian, Hebrew, Korean, Dutch, and Afrikaans

About EPI-USE Labs

Our passion at EPI-USE Labs is to help you to get the most out of your SAP system, to improve the efficiency and profitability of your business. We specialize in the development of innovative software products that optimize your SAP environment in the areas of System, Client and Data Copying; Data Masking; Reports; Variance Analysis; Time; Payroll; and Tax.

Our customers around the world remain important to us, and often compliment us on our excellent services and support. They appreciate our technical expertise and extensive experience in SAP, and our 24x5 support.

At EPI-USE Labs, our aim is to provide high-quality solutions that simplify and speed up your data management, giving you the information you need for managing your business, when you need it.