

1. Select a mutation type

There are four preconfigured processes available, and these can be individually adapted to your needs.

2. Prepare the data

Prepare the data directly in HR Data Loader. For this, you can take data directly from SuccessFactors or by uploading an import file. In this case, validations directly in the system protect you against data errors.

3. Overview and upload

Before you upload, you can review an overview to resolve any inconsistencies. If you are satisfied with the quality, you can then load records into the system individually or all at once.

4. Process monitor

You can monitor your jobs directly in the process monitor. In case of errors, a detailed log per job provides you with more information.