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Term	Description
ABAP	Advanced Business Application Programming. Fourth generation programming language developed by SAP that is utilized to develop application programs.
ABAP Report	An ABAP report is an ABAP program which reads and analyzes data in database tables without modifying the database. When you execute an ABAP report, the resulting output list is either displayed on the screen or sent to a printer.
Abbreviation	Unique organisation unit discriptor, two letters and six numbers.
Absences	Whenever an employee is not at work on a working day e.g. sickness, leave
Account assignment	Cost code or cost centre to which expenditure is place against.
Action Type	The code or short symbol for the action. Earlier versions of SAP called this an event type.
Action	Running an action (event) means processing a sequence of infotypes for a particular employee. All actions should be recorded on IT0000.
Activity	A group of tasks. The results of an activity can produce certain deliverables and can be accomplished by one or more project team members. Several activities comprise a work package.
ALE	Application Link Enabling provides integration for separate R/3 systems, allowing full interaction. This makes it possible for distributed enterprise applications to work together as if they were one-system.
Addresses	This is usually the addresses associated with an employee (Home address/next of kin address/etc.). There is a feature called ADDRS which controls the sequence in which the address sub-types are read.
Application Server	The application server is used to run the business application programs. The application modules are loaded from the data base server to the application server as required.
Authorization / Security	Element of the security system. An authorisation specifies one or more permissible values for each of the authorisation fields that are listed in an authorisation object. The values in an authorisation are used in authorisation texts to determine whether a user's action in the system is allowed.

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Conversion	The preferred Accelerated SAP term for the process of establishing interfaces or methods to facilitate the transfer of large amounts of data to an SAP system (as opposed to the term "data transfer").
Copy	The user has the ability to replicate data that currently exists.
Correction	It contains all the objects that a developer has changed or created. It also controls customizing that has been maintained.
Create	The ability for a user to create new data for an employee.
Customising / Configuration	Modifications made to the standard SAP system to meed to the needs of your organisation.
CCMS	The Computer Center Management System allows you to monitor, control and configure your R/3 system. This toolset lets you analyze and distribute client workloads and report on resource consumption for system components.
Daily working hours	Hours worked each day.
Database	Means of data storage. A database contains information belonging to a specific area. The data is stored with reference to its interdependency.
Date Monitoring	Date reminders within the system, a report is normally automatically generated. This is now called Monitoring of Tasks within SAP.
Delimit	The end date for information, this then become part of a record.
Display	Access to view a an infotype/subtype.
Direct Input	A recent technique to input data safely. It ensures application data integrity for background interfaces. See also batch input.
EarlyWatch	It is a service that entails having your R/3 installation regularly inspected by SAP employees, in other to ensure high system availability and high data throughput at all time.
Employee Groups / Employee Sub-groups	The term employee group is an organisational unit for which personnel provisions can be specified. An employee group is sub-divided into employee sub-groups.
Employee Numbering	The Personnel Employee Number is the key to the employee record and as such must be unique within the system. The number can be assigned automatically by the system or manually by the user. The number is numeric and is to a maximum of 8 digits. "

Hope this document has been helpful in making you Understand the concepts in detail.

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