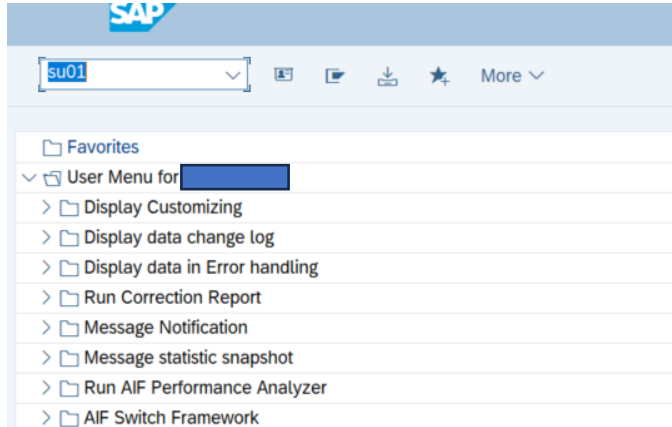


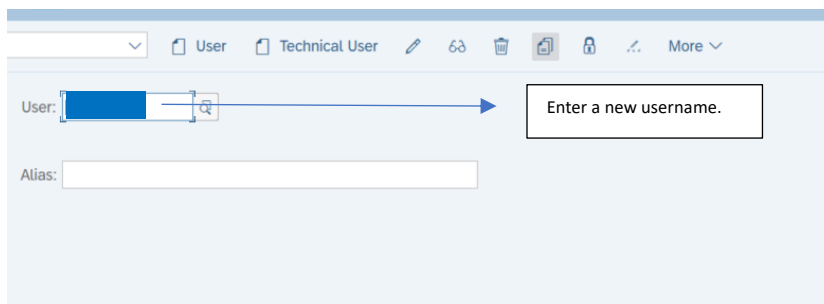
Creating a New User in ECC or S4/HANA

1. Navigate to SU01



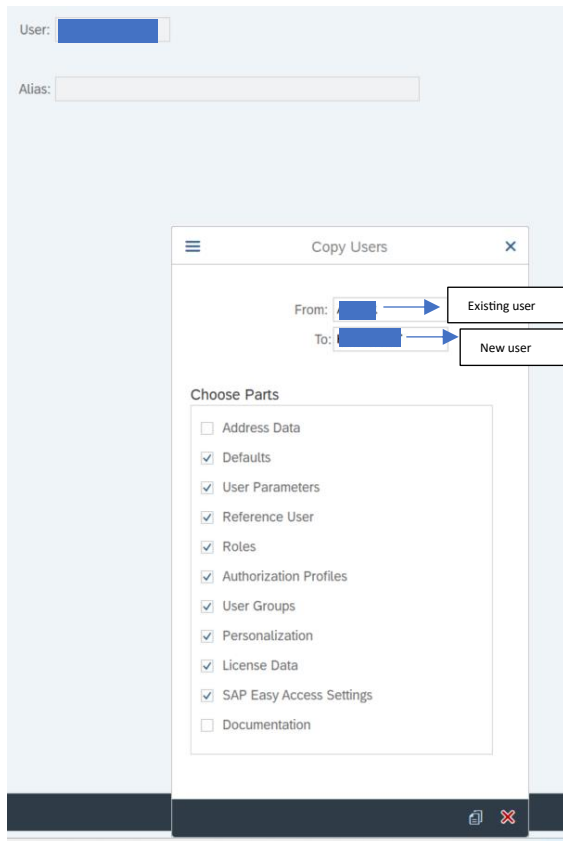
2. Creating the User

Creating a new User gives the new user and we will refer to the user to copy all the roles to assign to this new user click on the copy button.



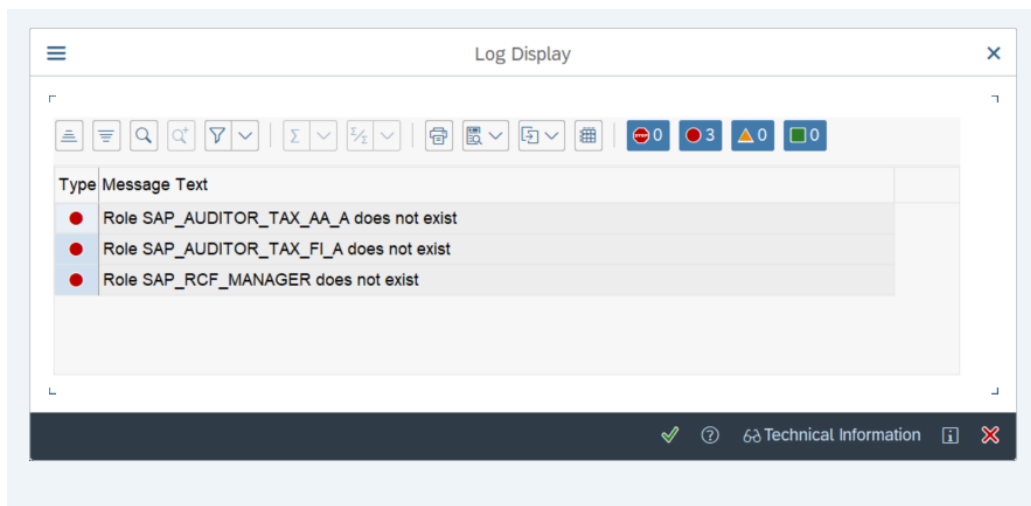
3. Copying all the roles to new users.

The user will copy all the roles of the existing to the new user.



4. Assigning roles to user conformation

Just confirm all the roles which we have assigned to the user.



5. Conforming the reallocated roles.

Documentation Address Logon Data SNC Defaults Parameters Roles Profiles Groups Personalization Lic. Data									
Reference User: <input type="text"/>									
Role Assignments									
<input type="text"/> <input type="button" value="User master record"/>									
<input type="checkbox"/>	Status	Role	Ty	Start Date	End Date	Short Role Description	Indire.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/ADMINISTRATOR		11/16/2023	12/31/9999	Role: Administrator			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/ALL		11/16/2023	12/31/9999	AIF All authorizations			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/ARC_CREATE		11/16/2023	12/31/9999	Archiving Creator			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/ARC_DISPLAY		11/16/2023	12/31/9999	Display Archive			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/ARC_RELOAD		11/16/2023	12/31/9999	Reload Archive			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/BUSINESS_USER		11/16/2023	12/31/9999	Role: Business User			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/CONFIGURATION		11/16/2023	12/31/9999	Configuration of AIF			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/CORRECT_DATA		11/16/2023	12/31/9999	Run Correction Report			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/CUST_CHANGE		11/16/2023	12/31/9999	Change Customizing			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/CUST_DISPLAY		11/16/2023	12/31/9999	Display Customizing			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/DATA_CHANGE_LOG		11/16/2023	12/31/9999	Display data change log			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/DATA_FIXER		11/16/2023	12/31/9999	Role: Data Fixer			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/ERRHDL_CHANGE		11/16/2023	12/31/9999	Change data in Error handling			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/ERRHDL_CHANGE EMC		11/16/2023	12/31/9999	Change data in Error handling in Emergency Correction			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/ERRHDL_DISPLAY		11/16/2023	12/31/9999	Display data in Error handling			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/ERRHDL_DISPLAY EMC		11/16/2023	12/31/9999	Display data in Error handling in Emergency Correction			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	/AIF/INTERFACE_DEVELOPER		11/16/2023	12/31/9999	Role: Interface Developer			

6. Assigning User Credentials.

More ▾

User:

Changed By: 00:00:00

Status: **Not saved**

Documentation Address Logon Data SNC Defaults Parameters Roles Profiles Groups Personalization Lic. D

Person

Title: Ms.

* Last Name:

First Name:

Academic Title:

Full Name:

Language:

Work Center

Function:

Department:

Room Number: Floor: Building code:

Communication

Telephone: Extension:

Mobile Phone:

Fax: Extension:

E-Mail Address:

Method:

7. Create a Password and save the credentials.

The screenshot shows the 'Logon Data' tab of the SAP User Maintenance dialog. At the top, there's a search bar with a dropdown and a 'More' button. Below it, the 'User' field is filled with a blue box, and the 'User with Classic Address' checkbox is checked. The 'Changed By' field is empty, and the 'Status' is 'Not saved'. A navigation bar at the top lists tabs: Documentation, Address, Logon Data (selected), SNC, Defaults, Parameters, Roles, Profiles, Groups, Personalization, and Lic. Data. The main area contains several sections: 'Alias' with an empty text field; 'User Type' set to 'Dialog'; 'Security Policy' with an empty text field; 'Password' section with 'New Password Rules (Case-Sensitive)' checked, and 'New Password' and 'Repeat Password' fields filled with black dots; 'User Group for Authorization Check' with an empty text field; 'Validity Period' with 'Valid from' and 'Valid to' empty text fields; and 'Other Data' with 'Account no.' and 'Cost center' empty text fields.

8. Giving SAP ALL role to User.

1. Navigate to SU01 tcode.

The screenshot shows the SAP SU01 transaction code screen. At the top, there's a green checkmark, a dropdown menu with 'su01', and several icons. Below this, there's a 'Favorites' section with a list of items: 'User Menu for [blue box]', 'LTR2 Knowledge Base', 'Accounts Payable', 'Accounts Payable', and 'Accounts Payable'.

2. Select the User.

The screenshot shows the SAP User Selection screen. At the top, there's a green checkmark, a dropdown menu, and several icons. Below this, there's a 'User' field with a blue box and a 'Copy' icon. Below the 'User' field, there's an 'Alias' field with an empty text field.

3. Navigate to Profiles.

Select SAP_ALL in profile and click enter and then save it

[illegible]