SAP Implementation

Functional Specification

CIAL_FS_HCM _ Alert Mail to Employee to update Nomination details based on the marital status change (Mail Triggering)

Prepared by

TATA CONSULTANCY SERVICES

ABBREVATIONS

ABBREVATION	DESCRIPTION
CIAL	Cochin International Airport Ltd.

DOCUMENT REFERENCES

DOCUMENT	DOCUMENT NAME

CHANGE HISTORY

AUTHOR	CREATION DATE	VERSION	STATUS	CHANGES
Manikandan N	28.10.2013	1.0		
AMENDED BY	DATE	VERSION	STATUS	

DISTRIBUTION

COMPANY	NAME	ROLE	ACTION	INFO
CIAL			X	
TCS			X	

REVIEW

COMPANY	NAME	DATE	SIGNATURE
CIAL			

SIGNOFF

COMPANY	NAME	DESIGNATION	SIGNATURE
CIAL			

TABLE OF CONTENTS

1. OBJECTIVE

The functional specification allows the developer to understand the development requirements from a functional point of view and provides all necessary functional details to enable the programmer to develop the technical solution.

The content and level of detail of the following sections strongly depends on the type and complexity of the technical solution to be developed.

To trigger an alert mail to the employee when he/she changes the Marital Status to Married.

There are two instances for the employees “Marital Status” will get updated in ECC.

1. When employee updates thru ESS &
2. Also when HR updates on issuing gift voucher

2. SCOPE

This chapter discusses the scope of development, scope exclusions if any and assumptions made by TCS with respect to implementation.

2.1 Assumptions

To trigger an alert mail to the employee when he/she changes the Marital Status to Married.

There are two instances for the employees "Marital Status" will get updated in ECC.

1. When employee updates thru ESS &
2. Also when HR updates on issuing gift voucher

2.2 Exclusions

NA

3. DEVELOPMENT DETAILS

3.1 Program Details

FS Description	Alert Mail to Employee to update Nomination details based on the marital status change (Mail Triggering)		
Object Owner		Date raised	28/10/2013
Complexity	Medium	Expected date	/ /
SAP Module	HCM	Dev. object type	Mail
SAP Std modified	☐	Oss note	
New Program	☐	Copy from	☐
Sap Existing Name		Existing T. code	
Type of Program	☒ **Foreground**	☐ **Background**	
(The *section* below will be completed by the Technical team)			
New Name		Transaction code	

4. REPORTS

NA

4.1 Input

4.1.1 Selection Parameters

NA

4.2 Processing Logic Overview

NA

4.3 Output

4.3.1 Report Output Fields

NA

4.3.2 Report Layout

NA

4.4 Constraints

NA

5. Forms

5.1 Input

NA

5.1.1 Selection Parameters

NA

5.2 Processing Logic Overview

NA

5.3 Form Layout

NA

Output format (Form Layout) as mentioned below.

Table 1: Form Details

<table>
<tr><td rowspan="9">Printing Requirements

(mandatory for programs that produces a hard copy)</td><td colspan="2">Type of Printer (Forms)</td></tr>
<tr><td colspan="2">☐ Dot Matrix
☒ Laser /Desk Jet/Zebra</td></tr>
<tr><td colspan="2">Type of Paper Printout (Forms)</td></tr>
<tr><td colspan="2">☐ Pre-printed form
☒ Regular Paper (as designed in the layout)</td></tr>
<tr><td colspan="2">Paper Design (only for Forms)</td></tr>
<tr><td>Size of Paper</td><td>A4</td></tr>
<tr><td>Orientation</td><td>☒ Portrait
☐ Landscape</td></tr>
<tr><td>Logo</td><td>☒ To be added</td></tr>
<tr><td colspan="2"></td></tr>
<tr><td>Form Layout

(this should be an inserted file as an ICON that contains the output display of the program - e.g. excel</td><td colspan="2"></td></tr>
</table>

sheet format)	

6. CONVERSIONS

Note: This section should be filled out for each relevant component.
This section may be marked N/A if it is not relevant.

This section should be completed for data conversions and loads (e.g., legacy master and transactional data to R3, and to describe the load)

6.1 Data System/Data Flow Diagram

Prepare a Visio or Power Point diagram illustrating the data flow from source systems to the target system.

List any additional items needed to describe adequately the data to be converted.

6.2 Type of Data to be Converted

State what type of data (Master Data or Transactional Data) is to be converted, if applicable.

<Insert text>

6.3 Logical Data Element Mapping

Complete Logical Data mapping by using the template provided in Documentum.

Attach the completed logical data map for each of the systems and their respective elements to this Functional Specification document in Documentum.

The logical data map should be a system label to system label map as opposed to Table-Field information.

Once mapping is done, state under this heading that the mapping is complete.

<Insert text>

6.4 Historical Data

Historical data is any transactional data falling outside of the current Fiscal year.

- Requirement – How much history is required (in time periods)?

Justification – Give business justification for the indicated time period

7. INTERFACES

Note: This section should be filled out for each relevant component.
This section may be marked N/A if it is not relevant.

This section specifies the business requirements on system-to-system data movement (system interfaces).

7.1 Input

<Provide a description of the input data, data validation requirements, selection criteria, fields, format, triggers, and so on.

Depending on the type of development or modifications describe/identify the input AS APPLICABLE; e.g. for reports describe the layout of the selection screen, for inbound interfaces describe the file format.

Note: Once the relevant text is added delete this guideline text marked in blue>

<Insert text>

7.1.1 Interface Parameters

<Explain what the table contains.

Note: Once the relevant text is added delete this guideline text marked in blue>

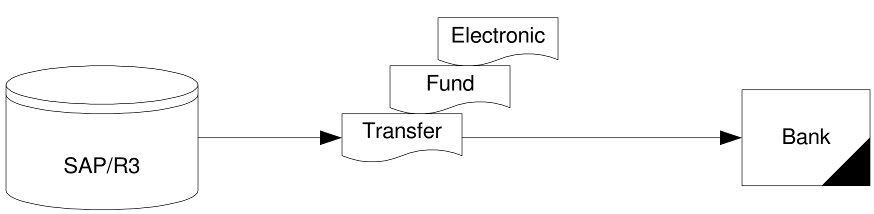
<Insert text>

Table 2: Interface Parameters

Field Text	SAP Table Field Reference	Interface Type	Default Values	Mandatory

7.2 Process/Data Flow Diagram

Replace the example diagram below with a VISIO or Power Point flow diagram depicting the process and data flow of the interface. The diagram need not describe every detail, but should show any systems involved in the interface, and provide a Functional Level understanding of the data that needs to flow between the systems.



<Insert text>

7.3 Logical Data Element Mapping

Complete Logical Data Mapping by using the template provided in Documentum.

- *Attach the completed logical data map for each system and its respective elements to this Functional Specification document in Documentum.*
- *The logical data map should be a system label to system label map as opposed to Table-Field information.*
- *DO NOT populate Technical Information in the template.*
- *Once mapping is done, state under this heading that the mapping is complete.*

Please indicate either here or within the Data Mapping document:

- *All data elements included in this interface that are dependent on other data – are codes being sent that require resolution by the receiving system?*
- *All data hierarchies or logical groupings that must be provided for*
- *All data conversions or lookups required*

<Insert text>

7.4 Business Process Specifications

List and specify all the business requirements for the data being moved (e.g., acknowledgement, process sequentially, and synchronization, etc.).

Please include:

- *The system to be interfaced with R/3*
- *Where the system runs*
- *Whether the system is a single instance, or multi-instance with multiple sites to be integrated*
- *The type(s) of data to be handled by the interface – codes or reference data, master data, transactional data, or a combination of data types*
- *Whether the interface will be used for initial loads and/or conversions*
- *Any dependencies on other interfaces or business processes*
- *Any special business rules that must be maintained when extracting / posting the data*
- *The purposed timing of the interface – how frequently must the interface run?*
- *Any potential timing issues and how they should be addresses from a functional perspective*
- *Any specific turnaround requirements – must data be posted within a specified time from when it is received?*
- *Whether a full refresh is always required, or just the changes since the last execution*
- *How the data is selected and the interface is triggered (outbound interface)*
- *How different update modes will be handled – create, change, logical or physical delete*
- *Whether there are any special security requirements for the interface – will the interface contain any sensitive data (patient, customer, employee, price, etc.)?*

<Insert text>

8. WORKFLOW

Note: This section should be filled out for each relevant component.
This section may be marked N/A if it is not relevant.

This section specifies the business requirements on the workflow.

8.1 Process/Data Flow Diagram

Place a VISIO cross-functional flow diagram depicting the process flow of the workflow. The diagram need not describe every detail, but should show any automated/manual processes and agents involved in the workflow, and provide a Functional Level understanding of the data that needs to flow between the processes.

8.2 Roles and Responsibilities

<Complete Logical Data Mapping by using the template provided in Documentum.>

Table 3: Roles & Responsibilities

Role	Responsibilities	Agent Assignment

9. ENHANCEMENTS

9.1 Process Flow Diagram

NA

9.2 Enhancement Specifications

Please find the attachment for the Mail Template to be used:

Alert Mail to
Employee to update N

Logics to be applied to refer Persons to be notified:

- Any Change in the table PA0002 for the field “FAMST” will serve as the trigger to send an alert mail to the employee. I.e., If the Employee’s Marital status (FAMST) is changed from “0” or “2” or “3” or “4” or “5” or “6” or “9” to “1”, then the E-Mail will be triggered to the employee.

- Based on the “PERNR” Selected, pass the “PERNR” into PA0002, pick the return value of the “ANRED” & pick the return value of the “ZOFFNAME” to get it displayed in **<<Title>>** & **<<Name of the Employee>>**

- Pass the “PERNR” & “USRTY” - 0010 into PA0105 table and pick the return value (Mail ID) of the “USRID LONG” to trigger alert mail to the employee..

10. Additional Information

10.1 Volume and Frequency

<Provide some information about the anticipated volume of data to be processed and the frequency the program will run in batch mode or online (if applicable).

Note: Once the relevant text is added delete this guideline text marked in blue>

<Insert text>

10.2 Authorizations

<Outline authorization requirements e.g. mention the authorization objects to be checked during program processing. Due to this requirement the modification / creation of authorization roles might me necessary. Capture such information here, when required.

Note: Once the relevant text is added delete this guideline text marked in blue>

<Insert text>

10.3 Error Handling Specifications

What are the business specifications/needs to handle the errors?

10.4 Additional Security Considerations

List any security considerations that are different than that specified in Section 1.4 or are not covered in Section 1.4.

11. Unit Test Case Scenarios

<Provide a list of high-level test scenarios to be tested. The test results of all the following test cases should be provided (in a spreadsheet) by the developer to the functional team.>

Note: Once the relevant text is added delete this guideline text marked in blue>

<Insert text>

Table 4: Test Case Scenarios

Case Scenario	Description

A Appendix

NA

B Naming Conventions

Document Naming Convention: CIAL_DT_<Module Name>_<Description>.doc

Module Name – Functional Work stream. Example, For FICO Functional specification, <Module Name> should be FI.

- FI = Finance
- MM = Procurement
- PP = Manufacturing
- SD = Sales & Distrubution
- HR = Human Resource
- PM = Maintenance
- PS = Project System
- WM = Warehouse Management
- DMS = Document Management System
- EHS = Environment Health & Safety

DT- Document Type indicator, in this case it is FS (Functional Specification).