

# RELY – Scenario Demand Management

Vodafone 18 December 2018



# Scenario Demand Management

This module will be used for provisioning, changes and de-provisioning of Scenario Demand in the portal.

#### Roles

Accountant

Scenario Demand Editor

Scenario Demand Reviewer

#### Menu

Library -> Scenario Demand

#### Creation

Typically Accountant can create Scenario Demand. All mandatory fields will be marked with red asterisk (\*).

Scenario Demand Can be created from two places

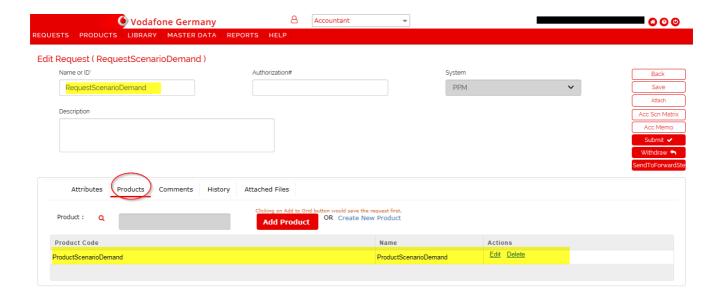
- 1) Within the Request
- 2) Within the Product

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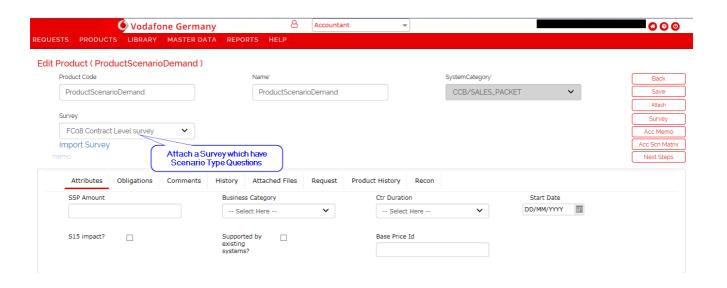


### 1)Within the Request

#### Create a Request with product

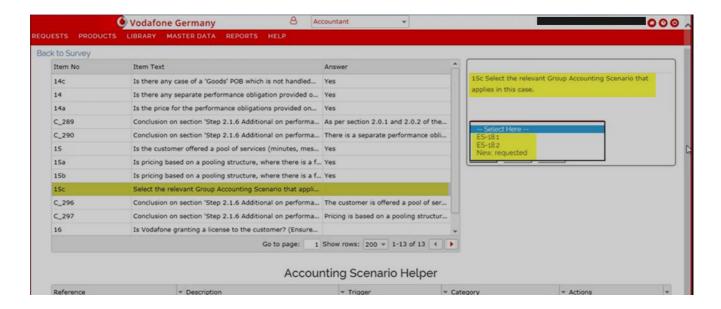


Attach a Survey which have Accounting Scenario Question.

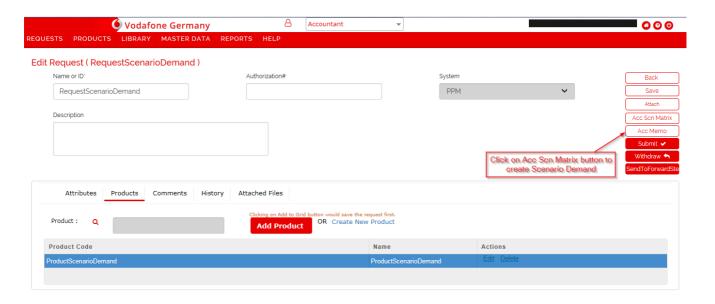




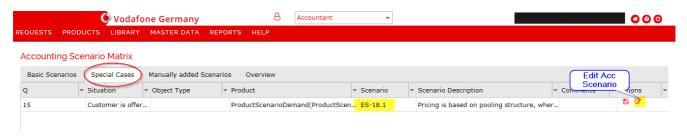
#### Fill the Survey for AS Question



#### Click on Acc Scn Matrix button to create Scenario Demand from Request page



#### Edit the scenario to get Start Scenario Demand

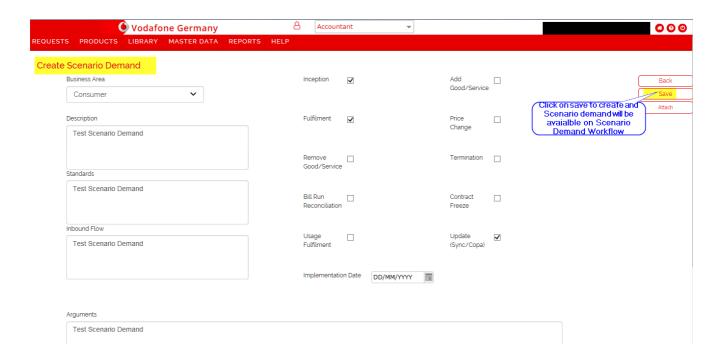




Click on Start Scenario Demand to create Scenario Demand, button open the create page of Scenario Demand.

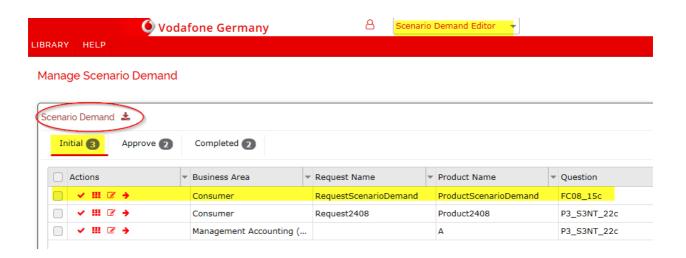


Save Scenario Demand and Scenario Demand will be available to Scenario Demand Editor or Scenario Demand Reviewer in Scenario Demand Workflow.

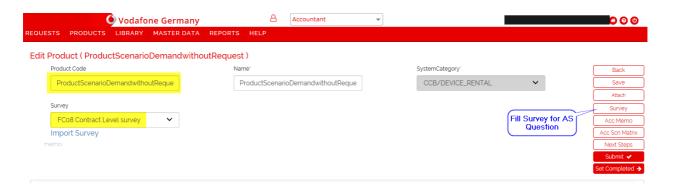


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#### 2) Within the Product

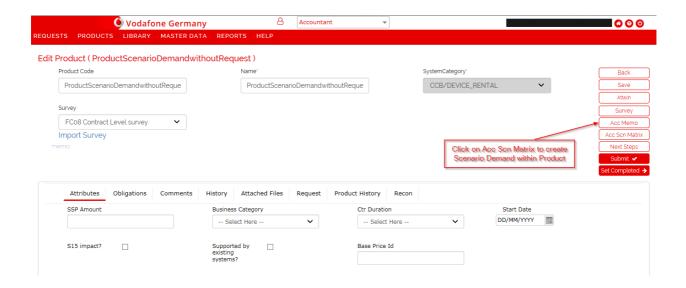


#### Fill the Survey for AS Question



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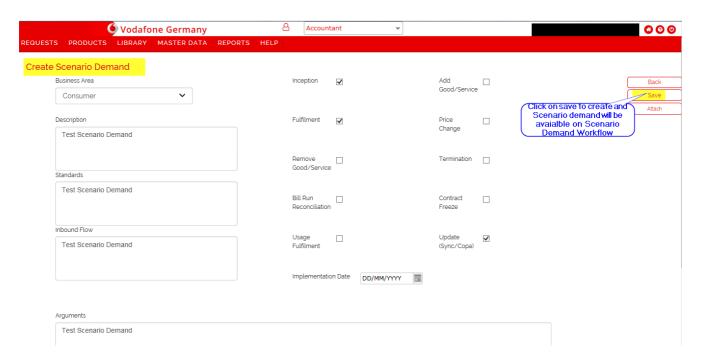


Click on Start Scenario Demand to create Scenario Demand, button open the create page of Scenario Demand.



Save Scenario Demand and Scenario Demand will be available to Scenario Demand Editor or Scenario Demand Reviewer in Scenario Demand Workflow.





#### **Validations**

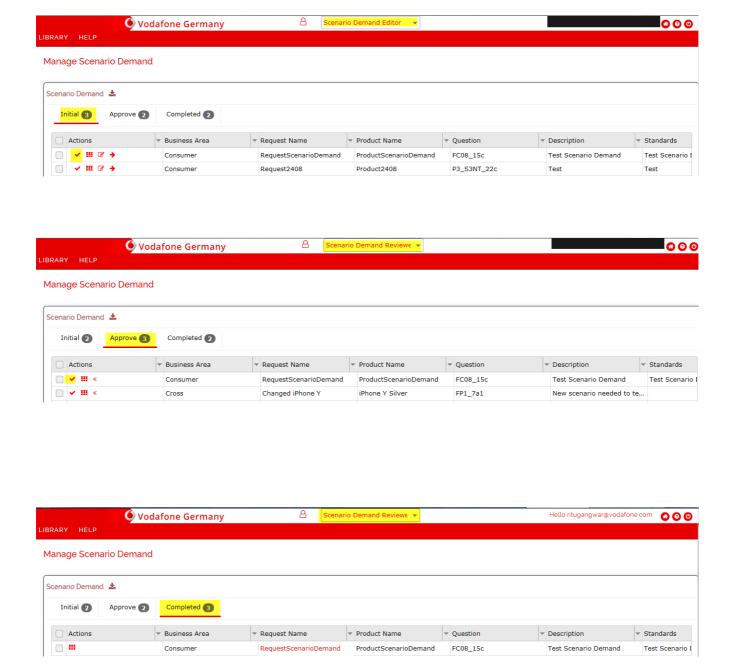
1) Single Scenario Demand cannot have multiple roles simultaneously

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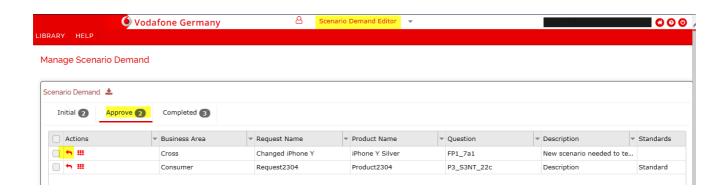
# **Approval**

A Scenario Demand created by Accountant will go through 2 cycles of approval (Scenario Demand Editor and Scenario Demand Reviewer). All Scenario Demand need to be approved by Scenario Demand Reviewer in Approve Step for successful creation.



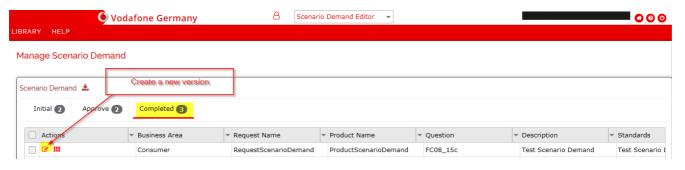
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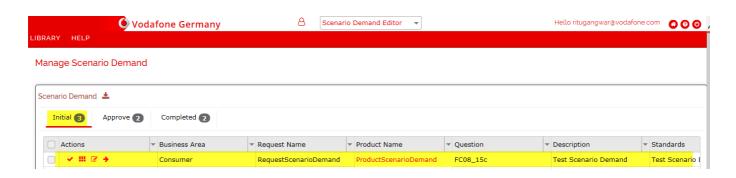


Once the workflow is finished (either normal completion (final approval) or abrupt end (Reject, Withdraw etc)), the Scenario Demand will appear in the 'Completed' tab of the workflow.

## Versioning in Scenario Demand



#### New Version is available in Initial Step-



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#### **Important Actions**

Depending upon the workflow and your role in that workflow, you will be presented with appropriate Actions (that you can take on that Scenario Demand).

Here's the list of most common "Actions" and their behaviour

Submit( ): You can approve the Scenario Demand using this action. Upon click, it moves the Scenario Demand to the next available role in the workflow. If you were the last role, it moves the request to 'Completed' tab with 'Completed' status.

Withdraw( ): If you do not want the current owner to further process your Scenario Demand, you can bring back to your tab by using this Action. You can then take "Edit" Action to make changes or "Reject" it altogether.

Review( :: This Action lets you view detailed information of the Scenario Demand in read-only more. It also presents you with relevant Actions at the bottom on the form for you to take further actions (like Approve, Reject, Cancel etc)

Edit( $\checkmark$ ): This Action lets you to change information on the request while it travels through the approval workflow. If a requested has completed the workflow, you can edit the entity in the Initial Step.

Reject ( $\checkmark$ ): If you need any clarification or want requester to make some changes to the request, you can send it back to requester (with your comments) using this Action.

Duplicate(Scenario Demand.

Download( ): Use this action to download Scenario Demand List.

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