Agile Transition to SAP S4HANA with SAP Solution Manager and Focused Build – DT263

Exercises / Solutions: Easy Project Setup
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TABLE OF CONTENTS

In this exercise we would like to evaluate the imported Simplification Items and related Activities coming from Readiness Check and define required follow-up items to be created in Focused Build.

EVALUATE THE IMPORTED SIMPLIFICATION ITEMS AND RELATED ACTIVITIES.

Use the Filter bar to identify Simplification Items and related Activities according to LOB, Phase and Condition
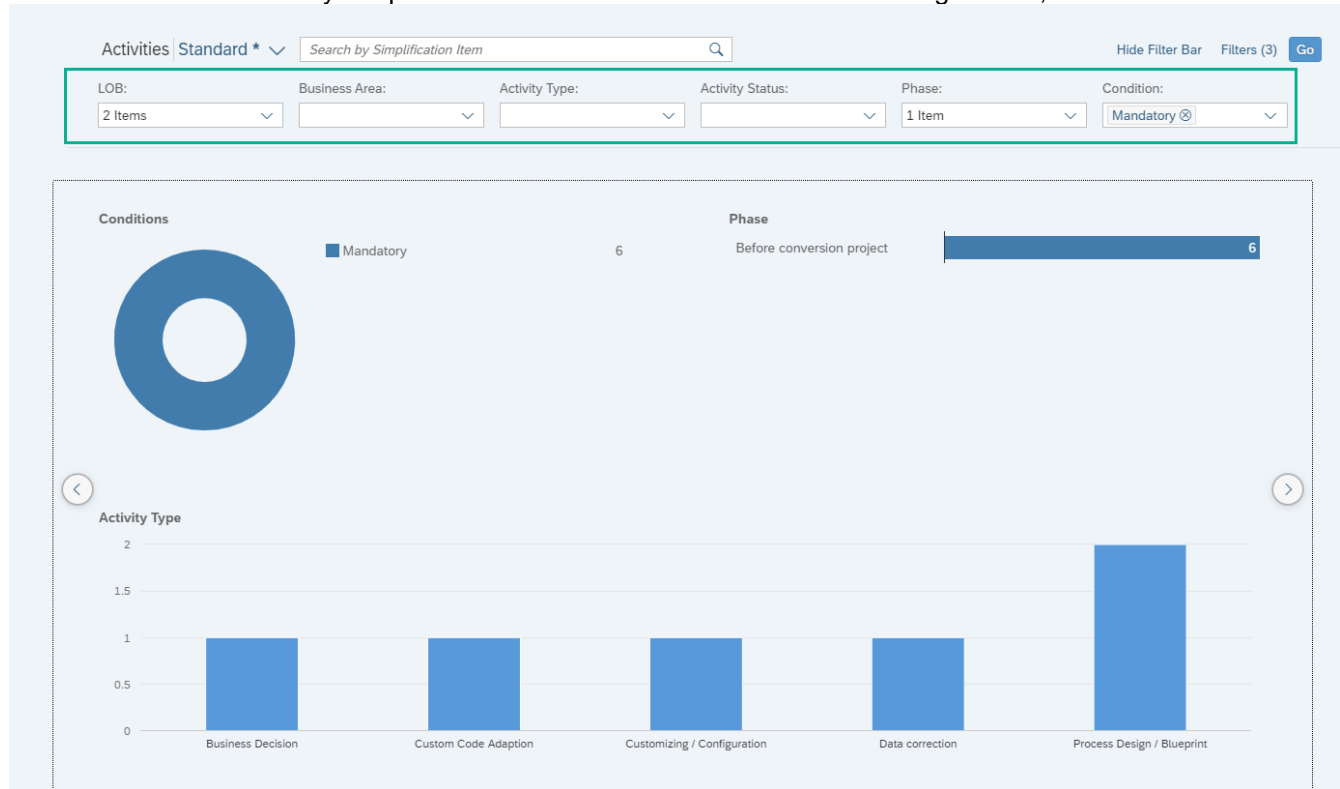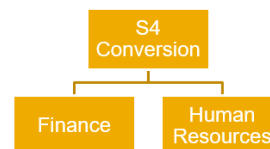

DEFINE PROJECT STRUCTURE

You could use the LOBs to define the structure of your projects. In our simplified example we create 1 Build Project for Finance and another Build Project for Human Resources, both linked to the Master Projects
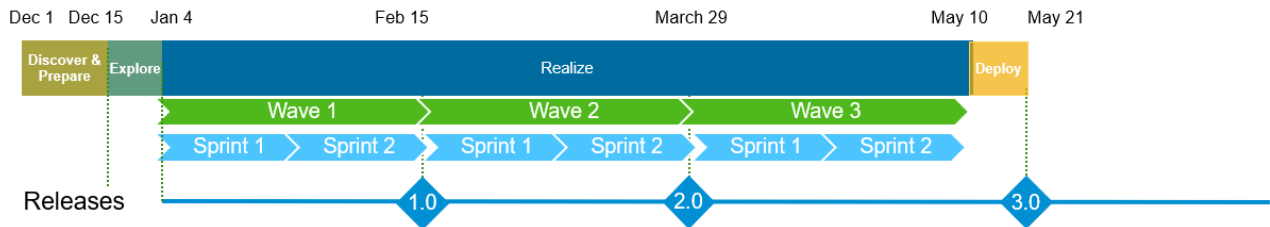
CREATE PROJECTS USING EASY PROJECT SETUP AND ASSIGN RELEASES
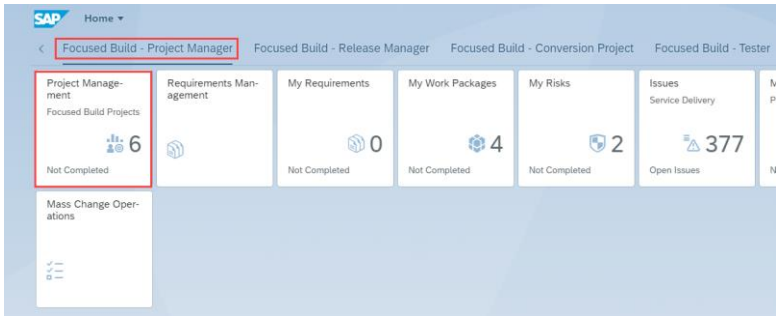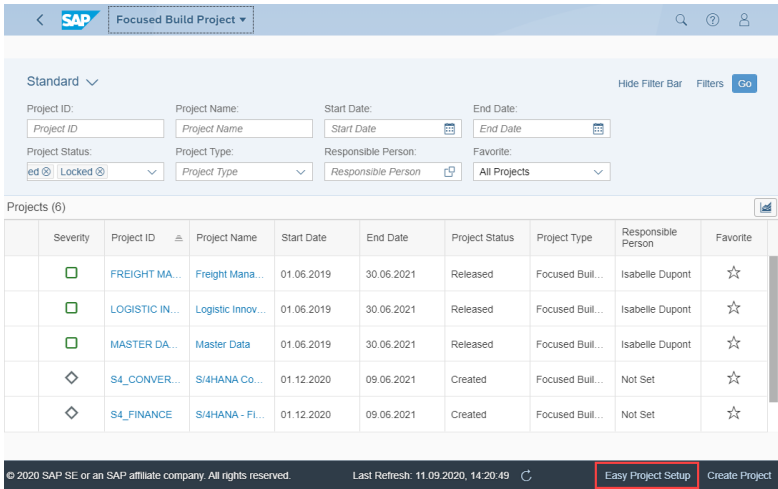
Project Phases

		Master Project	Build Project 1	Build Project 2	Change Control Landscape / Release Cycles
Project Name		## S4/4HANA Conversion	## Finance	## Human Resources	S4_TECHED
Project ID		##_MASTER_S4HANA	##_BUILD_FINANCE	##_BUILD_HR	
Number of Weeks per Sprint		3			
Number of Sprints per Wave		2			
Number of Waves per Project		3			
Start date of Project		December 1, 2020			
Duration Discovery & Prepare phase (days)		14			
Duration Explore phase (days)		20			
Duration Realize phase (days)		126 (based on # of Waves/Sprints)			
Duration Deploy phase (days)		11			
Duration Run phase (days)		20			
Project/Wave/Release Mapping		Wave 1			1.0 (GoLive: February 15, 2021)
		Wave 2			2.0 (GoLive: March 29, 2021)
		Wave 3			3.0 (GoLive: May 21, 2021)
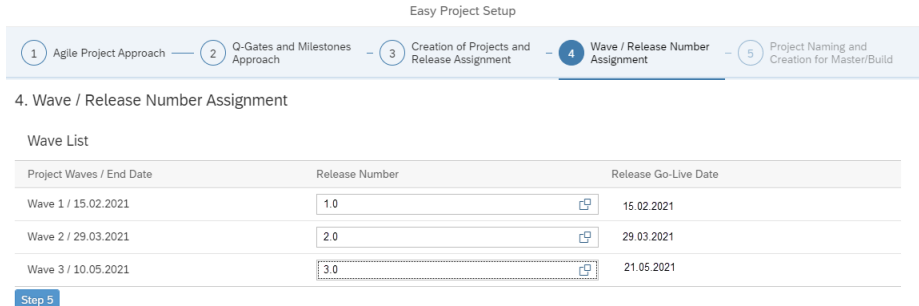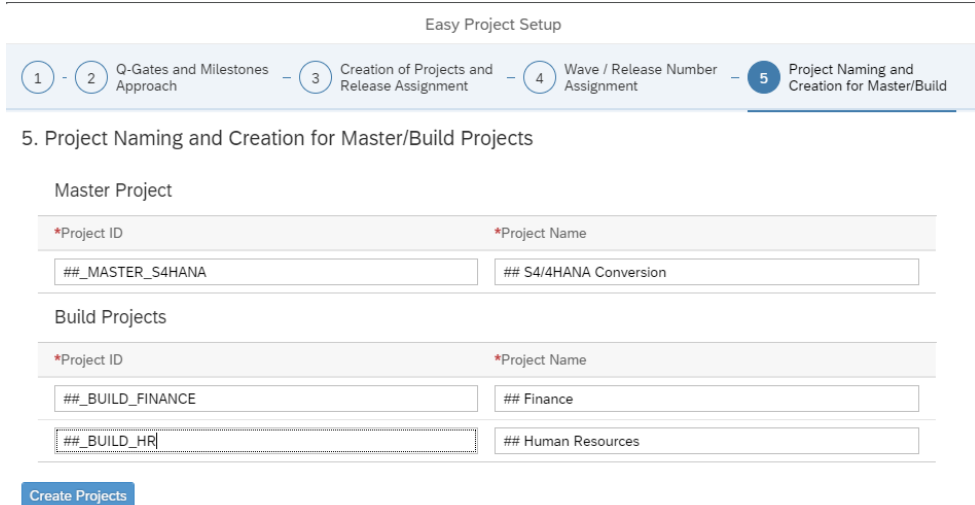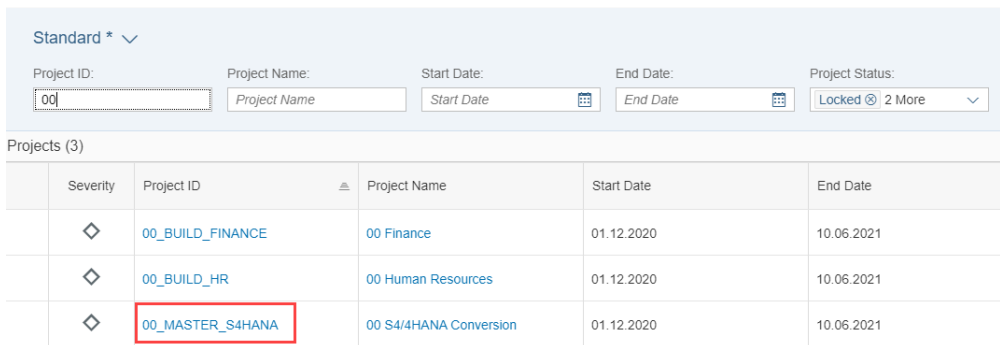
Q-Gates	Dates
Phases	2 days before end of Phase
Waves	2 days before end of Wave
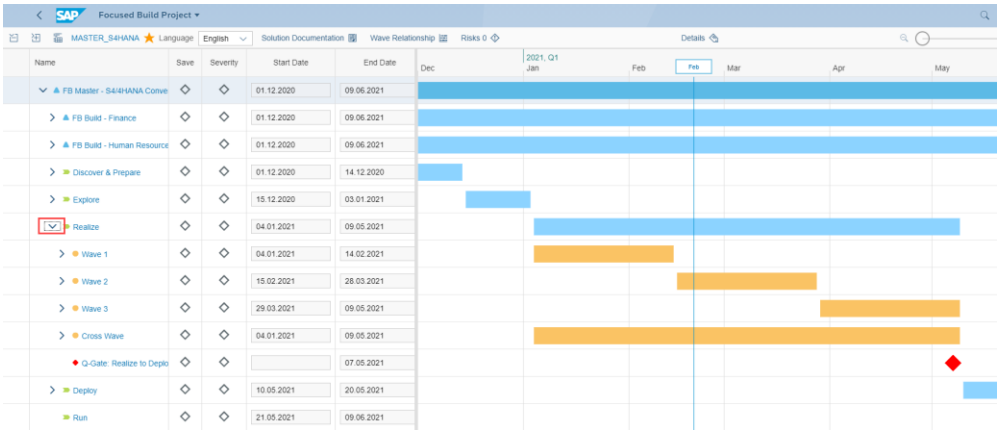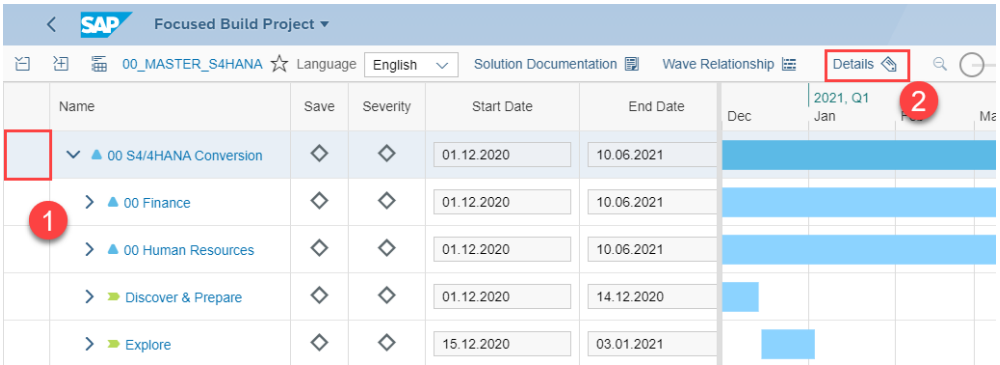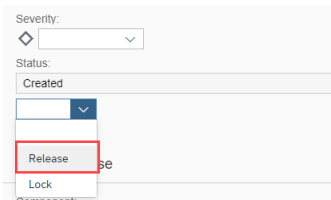
Wave Milestone	Sprint Milestone	Dates
Functional Specification released		5 days after Wave start
Work Package build completed		10 days before Wave end
Single Functional Test completed		7 days before Wave end
	Technical Design available	5 days after Sprint start
	Work Item Build started	7 days after Sprint start
	Work Item Build completed	5 days before Sprint end
	Unit Test completed	2 days before Sprint end

Explanation	Screenshot
1. In the GitHub page for this session, scroll down to section 'Exercises' and use the link to the workshop system and logon with the user / password provided during the live session (for on demand session user is provided in GitHub page)	
2. Select launchpad group 'Focused Build – Project Manager' and then select tile 'Project Management - Focused Build Projects'	
3. On the lower right corner select 'Easy Project Setup' to open the related Project Creation Wizard.	

Explanation	Screenshot
4. Enter the data for your planned Agile Project Approach as shown in the screenshot and then select 'Step 2'	Easy Project Setup ① Agile Project Approach — ② Q-Gates and Milestones Approach — ③ Creation of Projects and Release — ④ Wave / Release Number Assignment — ⑤ **1. Agile Project Approach** **Sprints and Waves** *Number of Weeks per Sprint: `3` Weekday of Sprint Start: `Monday ⌄` *Number of Sprints per Wave: `2` *Wave Duration: `42` Days Calculated *Number of Waves per Project: `3` **Phases** *Discovery & Prepare: `14` Days *Explore: `20` Days Realize (Based on Number of Waves): `126` Days Calculated *Deploy: `11` Days *Run: `20` Days Project Duration: `191` Days Calculated [Step 2]

Explanation	Screenshot
5. Enter the data for your planned Q-Gates & Milestones Approach as shown in the screenshot and then select 'Step 3'	
6. Enter the data for your planned Project Start Date, the number of Build Projects and assign the related Release 'S4_TECHED_2020 1.0' as shown in the screenshot and then select 'Step 4'	

Explanation	Screenshot
7. Assign the Releases to the Projects Waves as shown in the screenshot and then select 'Step 5'	**Easy Project Setup** ① Agile Project Approach — ② Q-Gates and Milestones Approach — ③ Creation of Projects and Release Assignment — ④ Wave / Release Number Assignment — ⑤ Project Naming and Creation for Master/Build 4. Wave / Release Number Assignment **Wave List** 	Project Waves / End Date	Release Number	Release Go-Live Date
---	---	---
Wave 1 / 15.02.2021	1.0	15.02.2021
Wave 2 / 29.03.2021	2.0	29.03.2021
Wave 3 / 10.05.2021	3.0	21.05.2021	 Step 5
8. Enter IDs and names of projects to be created as shown in the screenshot and then select 'Create Projects'. **Please replace ## by suffix of your User ID (e.g. DT263-##)**	**Easy Project Setup** ① - ② Q-Gates and Milestones Approach — ③ Creation of Projects and Release Assignment — ④ Wave / Release Number Assignment — ⑤ Project Naming and Creation for Master/Build 5. Project Naming and Creation for Master/Build Projects **Master Project** 	*Project ID	*Project Name
##_MASTER_S4HANA	## S4/4HANA Conversion	 **Build Projects** 	*Project ID	*Project Name
##_BUILD_FINANCE	## Finance
##_BUILD_HR	## Human Resources | Create Projects
9. Back in the Focused Build Project landing page you should find the created projects (e.g. using the ## prefix). Click on the Master project entry to open the Project details.	**Standard *** 	Project ID:	Project Name:	Start Date:	End Date:	Project Status:
---	---	---	---	---
00	Project Name	Start Date	End Date	Locked ⊗ 2 More | Projects (3) | Severity	Project ID	Project Name	Start Date	End Date
---	---	---	---	---
◇	00_BUILD_FINANCE	00 Finance	01.12.2020	10.06.2021
◇	00_BUILD_HR	00 Human Resources	01.12.2020	10.06.2021
◇	00_MASTER_S4HANA	00 S4/4HANA Conversion	01.12.2020	10.06.2021	

Explanation	Screenshot
10. Here you can see the schedule of the Master project, related Build Projects, Waves, Sprints, Q-Gates and Milestones via expanding the project structure and using the Gantt chart	
11. Select header of the Master Project and then 'Details'	
12. Select edit button ✎ on the lower right corner and then in the details pane the status 'Released'	

Explanation	Screenshot
13. Repeat the last 2 steps for both Build Projects and press 💾 save. This allows to assign Work Packages to these Build Projects later in the process.	
14. Expand the project structure of the 1st Build Project down to Wave 1: Sprint 1 and set the status to 'Released' Repeat this for 2nd Build Project and Save. This allows to assign Work Items to these Sprints later in the process.	

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