

PUBLIC

## **Unbox and Implement Workforce Planning**

ANA360

Exercises / Solutions  
Product Management / SAP SE

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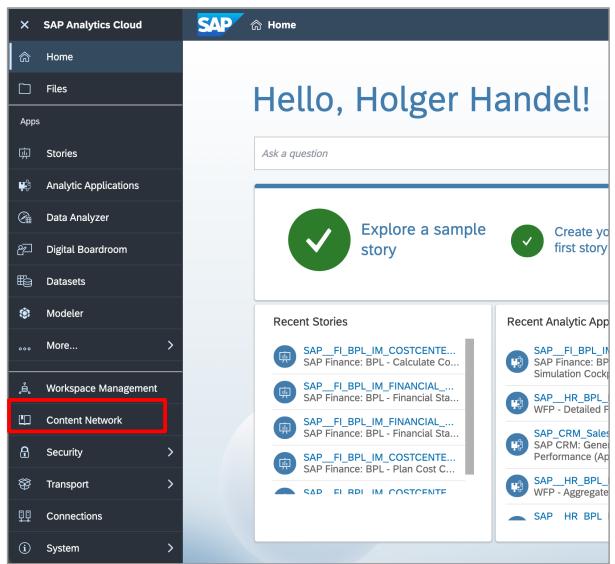
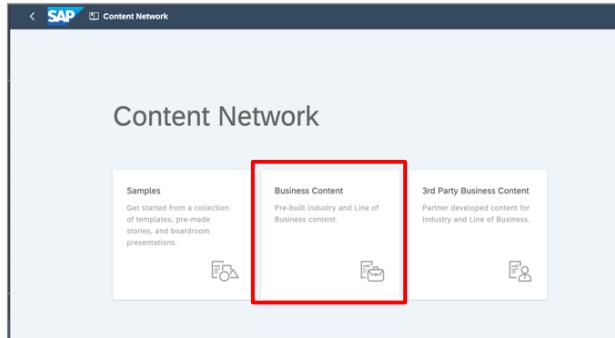
## **OVERVIEW**

See new business content for operational workforce planning. Get an overview about the business processes that are covered with this content package and how the content can be used. Furthermore, potential custom specific adjustments and enhancements are explained.

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### EXERCISES

#### Exercise 1 – Import from the Analytics Content Network

Explanation	Screenshot
<p>1. In the main menu, navigate to <b>Content Network</b>.</p>	 <p>The screenshot shows the SAP Analytics Cloud home page. On the left, there is a sidebar with various menu items: Home, Files, Apps, Stories, Analytic Applications, Data Analyzer, Digital Boardroom, Datasets, Modeler, More..., Workspace Management, Content Network (which is highlighted with a red box), Security, Transport, Connections, and System. The main content area displays a welcome message "Hello, Holger Handel!", a "Ask a question" input field, and two green circular buttons: "Explore a sample story" and "Create your first story". Below these are sections for "Recent Stories" and "Recent Analytic Apps", each listing several items with small icons.</p>
<p>2. Click on <b>Business Content</b> to browse through the available business content offered by SAP.</p>	 <p>The screenshot shows the "Content Network" page. It features three main sections: "Samples" (with a description and a document icon), "Business Content" (which is highlighted with a red box), and "3rd Party Business Content". Each section has a brief description and a small icon.</p>

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- The business content for Workforce Planning is delivered as two packages:
  - SAP Human Experience Management (HXM) Workforce Planning:** Contains the main part of the workforce planning content
  - SAP Human Experience Management (HXM) Workforce Planning Add-On:** Optional artefacts for integration with financial content
- Click on the entry for **SAP Human Experience Management (HXM) Workforce Planning** which can be quickly found by searching for HXM in the search field.

Name	Description	Created By
SAP Integrated Business Planning	Content for Line-of-Busin...	SAP
SAP Integration Suite	Content for SAP Integrati...	SAP
Add-on for Integrated Financial Planning for SAP S/4HANA	Content for Add-on for In...	SAP
SAP Cloud Platform Integration Reporting Dashboard	Content for SAP Cloud PL...	SAP
Group Reporting Planning for SAP S/4HANA	Content for Group Report...	SAP
SAP Retail: Replenishment Planning and Unified Demand Forecast Dashboard	Content for SAP Retail: R...	SAP
SAP Retail Unified Demand Forecast	Content for SAP Retail U...	SAP
SAP Retail Replenishment Planning	Content for SAP Retail R...	SAP
SAP Real Estate	Content for Industry Real...	SAP
Integrated Financial Planning for SAP S/4HANA	Content for Integrated FI...	SAP
Outcome-Based Business Insights	Outcome-Based Business ...	SAP
SAP Procurement: Contract Management	Contract Management for ...	SAP
<b>SAP Human Experience Management(HXM) Workforce Planning</b>	<b>SAP Human Experience ...</b>	<b>SAP Human Experience ...</b>
<b>SAP Human Experience Management(HXM) Workforce Planning: Add-On</b>	<b>SAP Human Experience ...</b>	<b>SAP Human Experience ...</b>
SAP Sports One Analytics Version 2	Content for Industry Spor...	SAP
SAP SuccessFactors Workforce Planning (SAP Best Practices)	Content for SuccessFacto...	SAP
SAP Field Service Management	Content for Line of Busin...	SAP
SAP Ariba: Enterprise Analytics for Procurement	Content for SAP Ariba: E...	SAP

**Commented [KS1]:** Can be quickly found by searching for hxm in search field

- On the **Overview** tab you see some basic information about the content package and links to further documentation.
- Click on **Import Options** to switch the tab.

**Commented [KS2]:** Import needs to be done with overwrite objects mode

- In the **Import Options** tab, you can see which objects are part of the package.
- Make sure that you have selected **Overwrite objects and data**.
- Click on **Import** to start the import of the content package.

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10. When the import is done, you will get a notification. If there were any issues you will also see additional information about errors or warnings.

11. There is no need to maintain credentials for shipped connections in this exercise.

The screenshot shows the SAP Fiori Launchpad interface. At the top, there is a notification bar with a red box highlighting the bell icon, which has a red number '4' indicating multiple notifications. Below the notification bar, a list of recent events is displayed:

- New connections have been imported. Please enter your credentials to use these connections.**
- Importing SAP Human Experience Management(HXM) Workforce Planning has completed with warnings.** (24 sec ago)
- Importing SAP Human Experience Management(HXM) Workforce Planning** (Completed) (1 min ago)
- Importing SAP Human Experience Management(HXM) Workforce Planning** (Completed) (1 min ago)
- Import job for SAP Human Experience Management(HXM) Workforce Planning has been queued** (Success) (Aug 12, 2021 7:31)

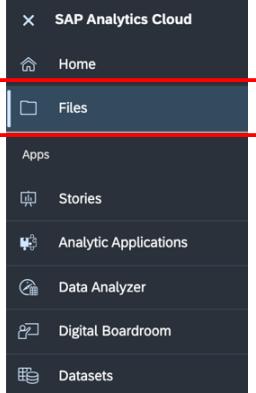
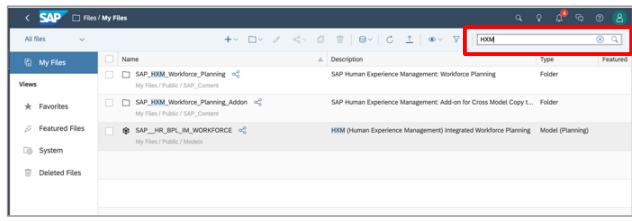
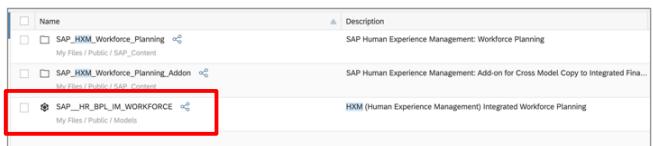
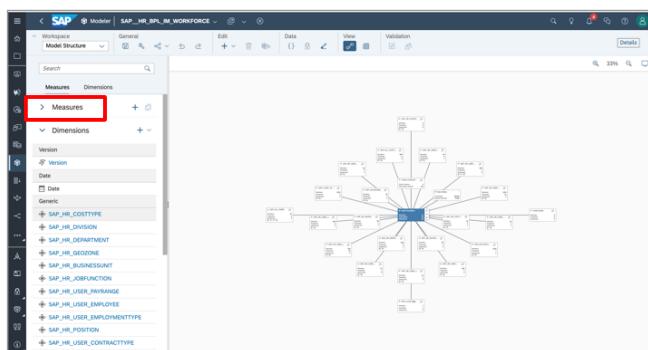
Commented [KS3]: No need to maintain credentials for shipped connections

12. If you want to integrate Workforce Planning with financial planning (transfer the results of your workforce plan into cost center planning) you can import the content package **Integrated Financial Planning for SAP S/4HANA**.

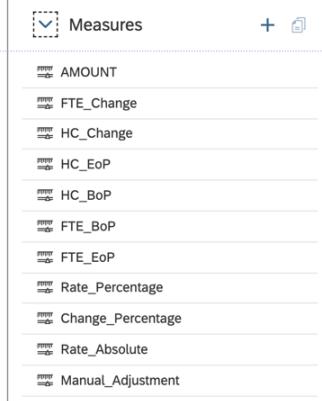
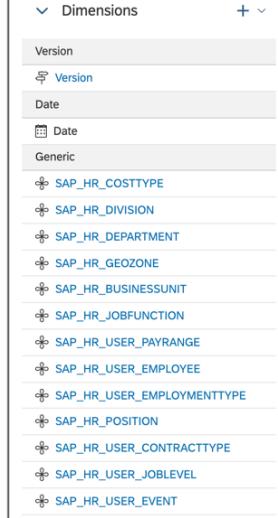
The screenshot shows the SAP Content Network interface. A red box highlights the content package **Integrated Financial Planning for SAP S/4HANA** in the list of available content packages. The table displays the following information:

Name	Description	Created By
SAP Integrated Business Planning	Content for Line-of-Busin...	SAP
SAP Integration Suite	Content for SAP Integrati...	SAP
Add-on for Integrated Financial Planning for SAP S/4HANA	Content for Add-on for In...	SAP
SAP Cloud Platform Integration Reporting Dashboard	Content for SAP Cloud PL...	SAP
Group Reporting Planning for SAP S/4HANA	Content for Group Report...	SAP
SAP Retail: Replenishment Planning and Unified Demand Forecast Dashboard	Content for SAP Retail R...	SAP
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SAP Real Estate	Content for Industry Real...	SAP
<b>Integrated Financial Planning for SAP S/4HANA</b>	Content for Integrated Fi...	SAP
Outcome-Based Business Insights	Outcome-Based Business...	SAP
SAP Procurement: Contract Management	Contract Management for...	SAP
SAP Human Experience Management(HXM) Workforce Planning	SAP Human Experience ...	SAP
SAP Human Experience Management(HXM) Workforce Planning: Add-On	SAP Human Experience ...	SAP
SAP Sports One Analytics Version 2	Content for Industry Spor...	SAP
SAP SuccessFactors Workforce Planning (SAP Best Practices)	Content for SuccessFacto...	SAP
SAP Field Service Management	Content for Line of Busin...	SAP
SAP Ariba: Enterprise Analytics for Procurement	Content for SAP Ariba: E...	SAP

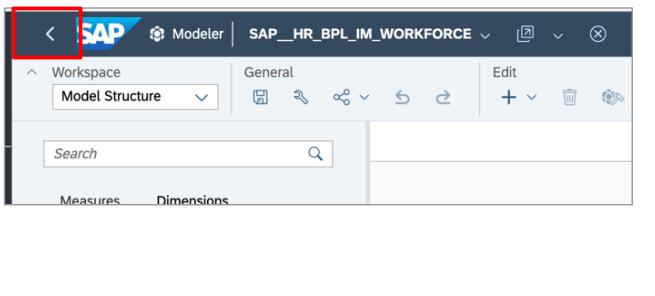
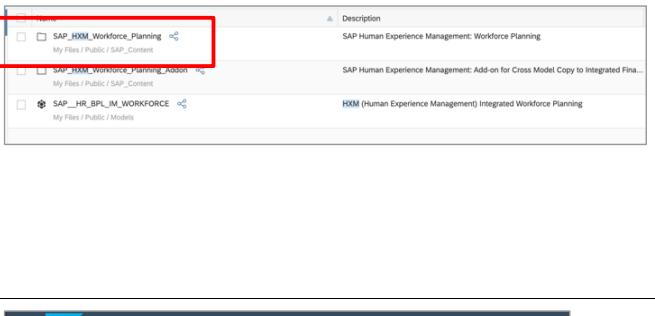
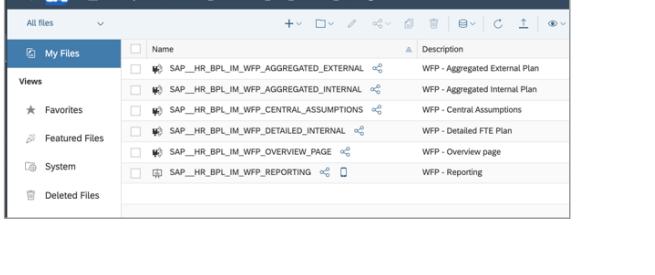
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<p>13. To investigate the imported objects of the workforce planning content, navigate to <b>Files</b> in the main menu.</p>	
<p>14. Type in HXM in the <b>search bar</b> to see the related objects in the file repository.</p>	
<p>15. You can see two folders and the model. Click on the model.</p>	
<p>16. The modeling environment is opened, and you can make yourself familiar with the model structure. Click on <b>Measures</b>.</p>	

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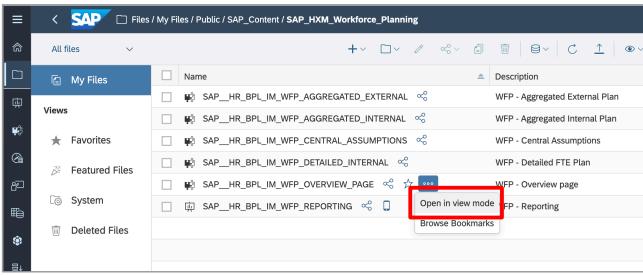
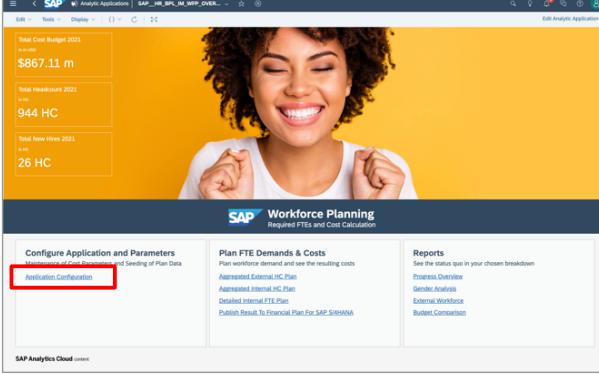
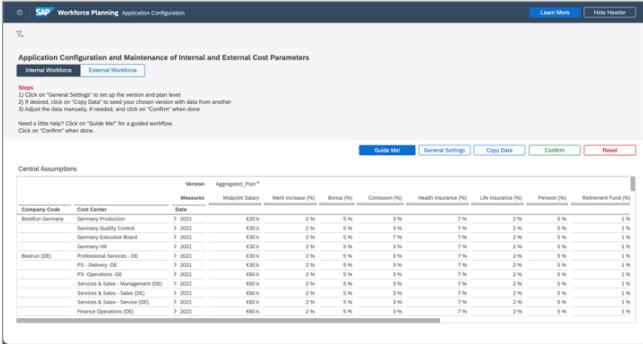
17. In the <b>Measures</b> section, you can see the existing measures of the model.		<p><b>Commented [KS4]:</b> Need to mention jumping to the calculated measures as well?</p> <p><b>Commented [HH5R4]:</b> This will be covered later. During the session you can quickly mention that.</p>
18. In the <b>Dimensions</b> section, you can see the available dimensions of the model.		

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19. Click on the back icon to navigate back to the file repository.	
20. Open the HXM Workforce Planning folder.	
21. The folder contains several planning applications and a story which is used for reporting.	

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### Exercise 2 – Configure Planning Parameters

Explanation	Screenshot
1. Open the application WFP – Overview Page.	
2. The Overview Page contains some KPI's and allows to navigate to other applications: - Configuration - FTE & Cost Planning - Reports	
3. Click on <b>Application Configuration</b> to open the configuration	
4. In the main screen of the <b>Application Configuration</b> , you can adjust the values of the central planning parameters, e.g., midpoint salaries, merit increase or life insurance contributions. You can enter the values directly into the table.	
5. At the top, you can click on <b>Learn More</b> to get more information.	

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6. You will be re-directed to the **SAP Community** pages for Enterprise Planning Content. There you can find more detailed information about the content Operational Workforce Planning.

7. In the Application Configuration, click on **Guide Me!** This will start a wizard which helps you setting up the planning parameters.

8. The central parameters which you can maintain are always related to a specific **version** and a **planning level**. The Planning Level defines the organizational granularity for which the planning parameters are stored and at which level you will plan.

**Commented [KS6]:** Not only storage of the parameters, it also correlates to the level on which you will plan

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9. In the drop-down box Version select **Aggregated\_Plan** and for Planning Level select **Company Code / Business Unit**.

Configure Application

Step 1: General Settings Step 2: Data Input

Please select the version and the level you wish to plan on.

Version: Aggregated\_Plan

Planning Level: CompanyCode/CostCenter  
CompanyCode/BusinessUnit

10. In the second step, **Data Input**, of the wizard, you can define how the parameter values are initialized:
- Manual**: Parameter values are manually initialized
  - Copy Data From**: Parameter values are copied from an existing version
11. Click **Done**. The central assumptions data will be copied into your chosen plan level/version combination.

Configure Application

Step 1: General Settings Step 2: Data Input

( Manual) ( Copy Data From: Aggregated\_Plan)

Prepare input table to maintain parameters for Internal Workforce

Done Cancel

**Commented [KS7]:** When you click on done, the central assumptions data will be copied into your chosen planlevel/version combination

12. The input table for the parameters will be adjusted according to the settings.
13. Click on the filter icon to apply filters to the table

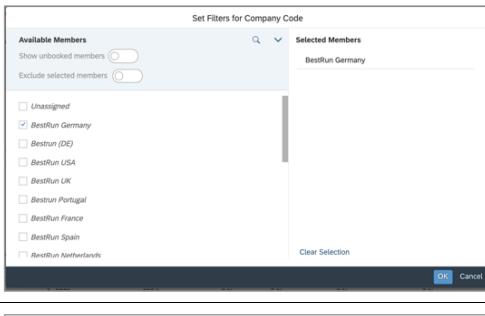
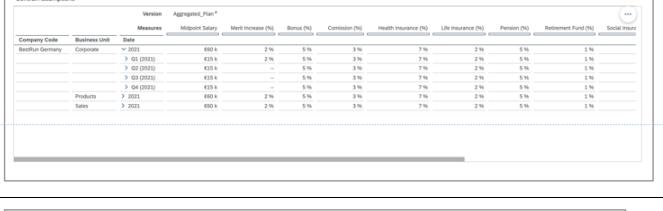
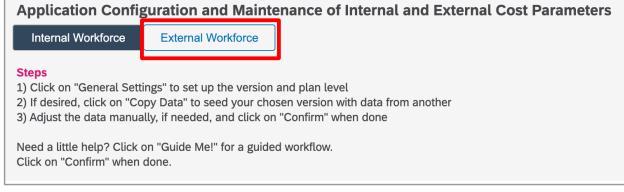
SAP Workforce Planning Application Configuration

Application Configuration and Maintenance of Internal and External Cost Parameters

Central Assumptions

Category Code	Business Unit	Plan	Measure	Adapted Salary	Merit Increase (%)	Retire (%)	Commission (%)	Health Insurance (%)	Life Insurance (%)	Pension (%)	Retirement Fund (%)	Social Insurance (%)	Travel Costs Absolution Rate	Car Costs (%)
Deutschland Germany	Corporate	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
	Products	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
	Office	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
Betrieb (DE)	Corporate	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
	Product Marketing Services	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
	Products	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
	Services & Sales	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
Weltmarkt USA	Corporate	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
	Global Consulting Services	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
	Products	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
	Sales	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
	Services & Sales	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	
Betrieb UK	Corporate	> 2021	€00 k	2 %	5 %	2 %	2 %	2 %	5 %	3 %	3 %	6 %	€1 k	

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<p>14. Select <b>Company Code</b> from the list of available dimensions.</p>	
<p>15. From the member selector, pick <b>BestRun Germany</b>. Click on <b>OK</b> to confirm your selection.</p>	
<p>16. The table is filtered according to the filter settings. You can expand the hierarchy node for the Date dimension and drill down to the quarters or periods.</p>	
<p>17. Click on <b>External Workforce</b> to switch the view and maintain cost drivers for external workforce.</p>	

Commented [KS8]: Evtl. Einmal für External und einmal für Internal die Parameter pflegen ?

Commented [HH9R8]:

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18. The layout of the table is adjusted to include the dimension **Location** and only one measure for the total cost rate for external workers.
19. Change some values in the table.

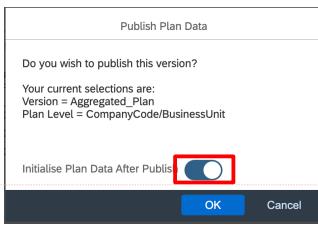
Company Code	Business Unit	Location	Date	Version		Aggregated_Plan*
				Measures	Cost Rate For External Workers	
Westin Germany	Corporate	All Locations	> 2021		€133 K	
	Products	All Locations	> 2021		€79 K	
	Sales	All Locations	> 2021		€20 K	

20. Once you are done with your changes, you can click the **Confirm** button to publish your changes.

**Confirm**

21. You will see a confirmation dialog which summarizes the main settings. Toggle-on **Initialise Plan Data After Publish** to populate the plan version with initial data.

22. Click **OK** to publish the version.



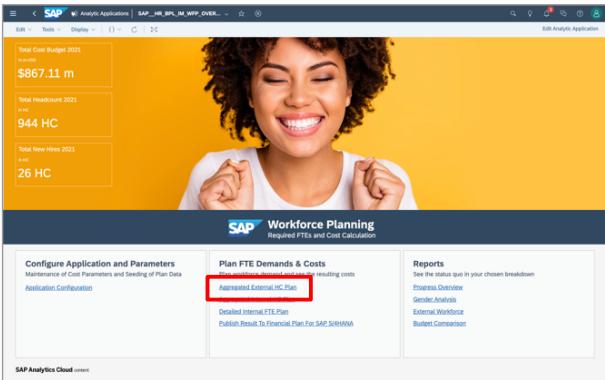
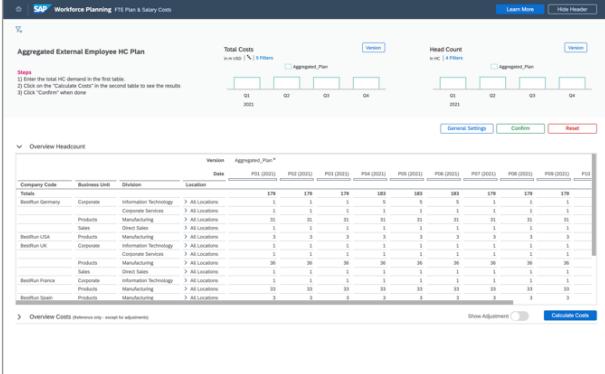
23. Click on the **Home** icon at the top left of the screen to return to the overview page.



**Commented [KS10]:** Without the switch turned on, no plan data will be seeded. ... Just fyi.

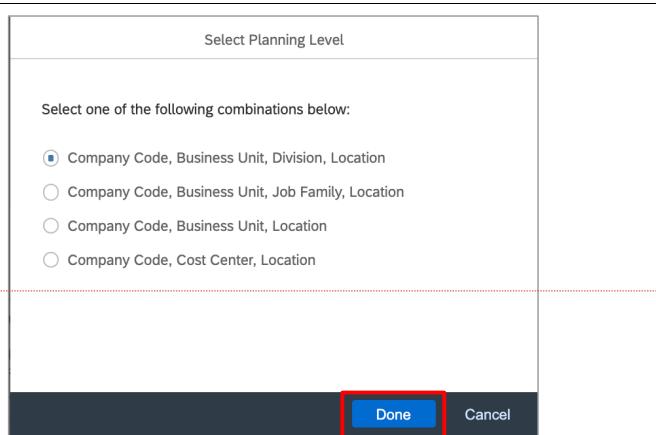
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### Exercise 3 – Aggregated External HC Plan

Explanation	Screenshot
1. On the overview page, click on <b>Aggregated External HC Plan</b> to open the planning application.	
2. On the main screen, you can see the planning table for entering planned headcount for external workers. The values represent the headcount at the end of the period.	
4. Click on <b>General Settings</b> to adjust the planning level.	

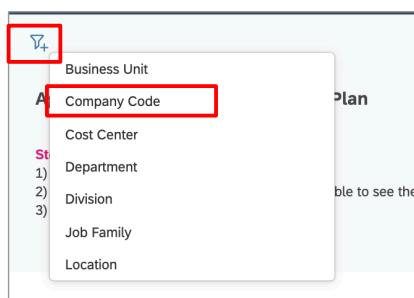
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5. You can select from the list of available planning levels. You will enter headcount values at the level of these dimension combinations. The costs are calculated from the central planning parameters which also need to be maintained at the selected planning level.
6. Leave the given selection and click **OK**.

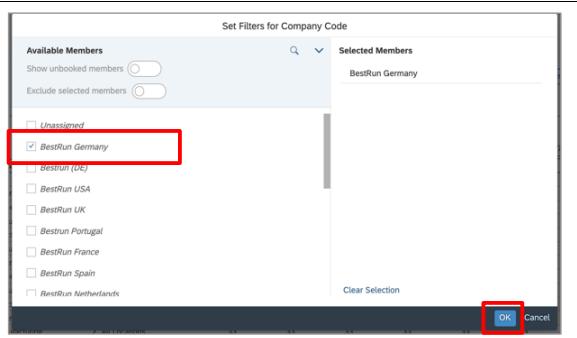


**Commented [KS11]:** Das hier ist ein anderes Level, als das, was man bei den Central Assumptions festgelegt hat, sollte man nicht dasselbe Level nehmen? Noch erwähnen, dass bei External automatisch immer noch die Location dazugenommen wird?

7. Click on the **filter** icon at the top left of the page.
8. Select **Company Code** from the list of available dimensions.

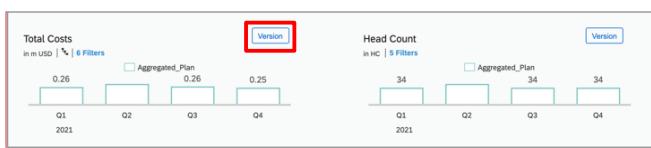


9. Select **BestRun Germany** from the list of available members.
10. Click on **OK** to confirm your selection.



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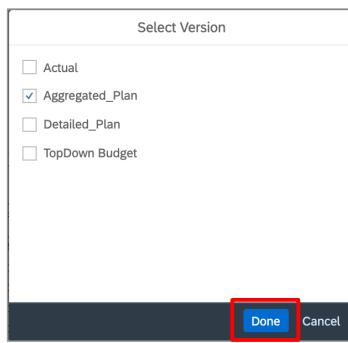
11. At the page header you see two charting widgets which you can use to compare different versions. One chart shows cost information the other one headcount.
12. Click on the **Version** to open the version selector.



**Commented [KS12]:** Das sollte man nur, wenn es auch eine Version gibt, auf der Vergleichsdaten verfügbar sind. Evtl steht auf TopDownBudget Version was zum vergleichen... dann würde ich die vorschlagen, sonst hat man nichts davon und sieht nix.

13. Select the versions you want to compare.  
Typically, you compare your current plan version against your target, e.g., budget, or strategic plan.
14. Leave the selection and click on **Done**.

**Note:** Selecting a second version only makes sense if the two versions are comparable, e.g., having a second version representing a strategic plan.



15. Click on **Hide Header** to hide the header section and save some screen space for the plan input table.



16. Navigate to the planning table and expand the node for **Location**.
17. Select a cell for Europe and P04 (2021).

Version	Aggregated_Plan*					
Date	P01 (2021)	P02 (2021)	P03 (2021)	P04 (2021)	P05 (2021)	P06 (2021)
Location	34	34	34	38	38	
> All Locations	1	1	1	5	5	
>All Locations	1	1	1	1	1	
Europe	1	1	1	1	1	
Berlin	1	1	1	1	1	
> All Locations	31	31	31	31	31	
>All Locations	1	1	1	1	1	

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18. Type in a new value to the cell.	<p>Version Aggregated_Plan *</p> <table border="1"> <thead> <tr> <th>Date</th><th>P01 (2021)</th><th>P02 (2021)</th><th>P03 (2021)</th><th>P04 (2021)</th><th>P05 (2021)</th></tr> </thead> <tbody> <tr> <td><b>Location</b></td><td>34</td><td>34</td><td>34</td><td>41</td><td>38</td></tr> <tr> <td>&gt; All Locations</td><td>1</td><td>1</td><td>1</td><td>5</td><td>5</td></tr> <tr> <td>  &gt;All Locations</td><td>1</td><td>1</td><td>1</td><td>4</td><td>1</td></tr> <tr> <td>    Europe</td><td>1</td><td>1</td><td>1</td><td>4</td><td>1</td></tr> <tr> <td>      Berlin</td><td>1</td><td>1</td><td>1</td><td>4</td><td>1</td></tr> <tr> <td>&gt; All Locations</td><td>31</td><td>31</td><td>31</td><td>4</td><td>31</td></tr> <tr> <td>&gt; All Locations</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td></tr> </tbody> </table>	Date	P01 (2021)	P02 (2021)	P03 (2021)	P04 (2021)	P05 (2021)	<b>Location</b>	34	34	34	41	38	> All Locations	1	1	1	5	5	>All Locations	1	1	1	4	1	Europe	1	1	1	4	1	Berlin	1	1	1	4	1	> All Locations	31	31	31	4	31	> All Locations	1	1	1	1	1																																								
Date	P01 (2021)	P02 (2021)	P03 (2021)	P04 (2021)	P05 (2021)																																																																																				
<b>Location</b>	34	34	34	41	38																																																																																				
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19. Drag this cell across the table row until P08 (2021)	<p>Version Aggregated_Plan *</p> <table border="1"> <thead> <tr> <th>Date</th><th>P01 (2021)</th><th>P02 (2021)</th><th>P03 (2021)</th><th>P04 (2021)</th><th>P05 (2021)</th><th>P06 (2021)</th><th>P07 (2021)</th><th>P08 (2021)</th><th>P09 (2021)</th><th>P10 (2)</th></tr> </thead> <tbody> <tr> <td><b>Location</b></td><td>34</td><td>34</td><td>34</td><td>41</td><td>38</td><td>38</td><td>34</td><td>34</td><td>34</td><td>34</td></tr> <tr> <td>&gt; All Locations</td><td>1</td><td>1</td><td>1</td><td>5</td><td>9</td><td>5</td><td>1</td><td>1</td><td>1</td><td>1</td></tr> <tr> <td>  &gt;All Locations</td><td>1</td><td>1</td><td>1</td><td>4</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td></tr> <tr> <td>    Europe</td><td>1</td><td>1</td><td>1</td><td>4</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td></tr> <tr> <td>      Berlin</td><td>1</td><td>1</td><td>1</td><td>4</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td></tr> <tr> <td>&gt; All Locations</td><td>31</td><td>31</td><td>31</td><td>31</td><td>31</td><td>31</td><td>31</td><td>31</td><td>31</td><td>31</td></tr> <tr> <td>&gt; All Locations</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td></tr> </tbody> </table>	Date	P01 (2021)	P02 (2021)	P03 (2021)	P04 (2021)	P05 (2021)	P06 (2021)	P07 (2021)	P08 (2021)	P09 (2021)	P10 (2)	<b>Location</b>	34	34	34	41	38	38	34	34	34	34	> All Locations	1	1	1	5	9	5	1	1	1	1	>All Locations	1	1	1	4	1	1	1	1	1	1	Europe	1	1	1	4	1	1	1	1	1	1	Berlin	1	1	1	4	1	1	1	1	1	1	> All Locations	31	31	31	31	31	31	31	31	31	31	> All Locations	1	1	1	1	1	1	1	1	1	1
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21. Click on the <b>Calculate Costs</b> button to recalculate the costs based on the changed headcount values.	<p><b>Calculate Costs</b></p>																																																																																								
22. Expand the lower table to show the costs.	<p>&gt; Overview Costs (Reference only - except for adjustments)</p>																																																																																								

## ANA360

23. You can see the new total amount for the planning year.

Overview Costs (reference only - except for adjustments)				Date	Measures		Total Amount	
Company Code	Business Unit	Division	Location		> 2021			
Totals					967.00			
Berlin Germany	Corporate	Information Technology	> All Locations	52.80	52.80	2.20	55.00	2.20
		Corporate Services	> All Locations	59.40	59.40	2.00	61.40	2.00
	Products	Manufacturing	> All Locations	818.40	818.40	68.20	886.60	68.20
	Sales	Direct Sales	> All Locations	26.40	26.40	2.20	28.60	2.20

24. Expand into the periods for the year.

Overview Costs (reference only - except for adjustments)				Date	v 2021	P01 (2021)	P02 (2021)	P03 (2021)	P04 (2021)	P05 (2021)	P06 (2021)	P07 (2021)	P08 (2021)	P09 (2021)	P10 (2021)
Company Code	Business Unit	Division	Location	Measures	Total Amount										
Totals					967.00	94.80	74.80	74.80	98.20	98.20	98.20	98.20	98.20	98.20	81.40
Berlin Germany	Corporate	Information Technology	> All Locations	52.80	52.80	2.20	55.00	2.20	52.80	52.80	52.80	52.80	52.80	52.80	2.20
		Corporate Services	> All Locations	59.40	59.40	2.00	61.40	2.00	59.40	59.40	59.40	59.40	59.40	59.40	2.00
	Products	Manufacturing	> All Locations	818.40	818.40	68.20	886.60	68.20	818.40	818.40	818.40	818.40	818.40	818.40	68.20
	Sales	Direct Sales	> All Locations	26.40	26.40	2.20	28.60	2.20	26.40	26.40	26.40	26.40	26.40	26.40	2.20

25. You can manually adjust the calculated costs. Toggle-on Show Adjustment.

Show Adjustment

26. In the table, you can see additional columns with header Adjustment which can be used to manually add an adjustment value which is added to the automatically calculated costs.

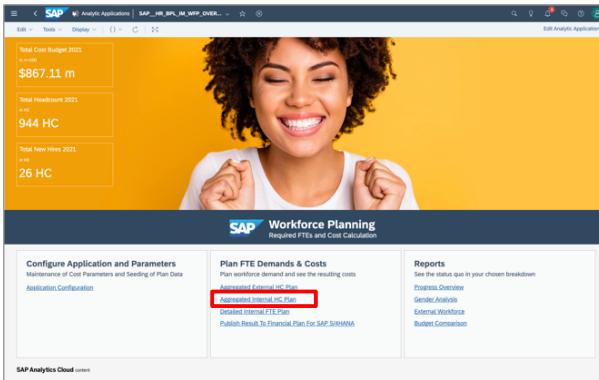
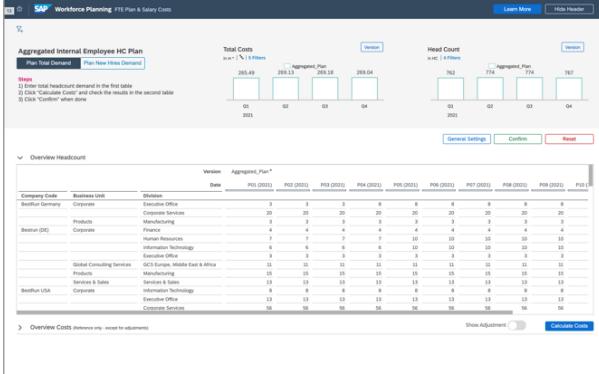
Overview Costs (reference only - except for adjustments)				Date	v 2021	P01 (2021)	P02 (2021)	P03 (2021)	P04 (2021)	P05 (2021)	P06 (2021)	P07 (2021)	P08 (2021)	P09 (2021)	P10 (2021)	
Company Code	Business Unit	Division	Location	Measures	Amount	Adjustment	Total Amount	Amount	Adjustment	Total Amount	Amount	Adjustment	Total Amount	Amount	Adjustment	Total Amount
Totals					967.00	10.00	967.00	74.80	10.00	84.80	74.80	-	74.80	14.80		
Berlin Germany	Corporate	Information Technology	> All Locations	52.80	10.00	62.80	2.20	10.00	12.20	2.20	-	2.20	-	2.20		
		Corporate Services	> All Locations	59.40	2.00	61.40	-	2.00	3.20	-	3.20	-	3.20	-	3.20	
	Products	Manufacturing	> All Locations	818.40	-	818.40	68.20	-	68.20	68.20	-	68.20	-	68.20	68.20	
	Sales	Direct Sales	> All Locations	26.40	-	26.40	2.20	-	2.20	28.60	-	2.20	-	2.20	2.20	

27. Navigate back to the overview page.

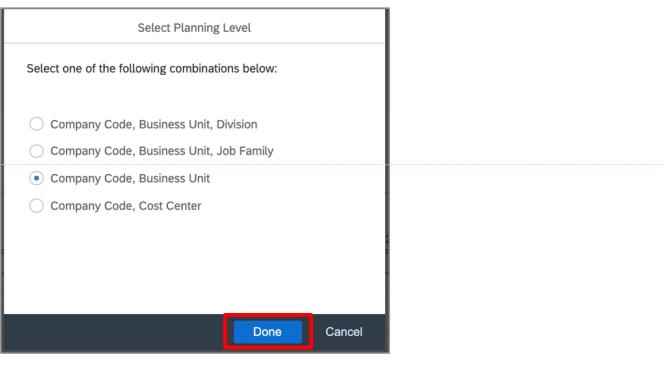
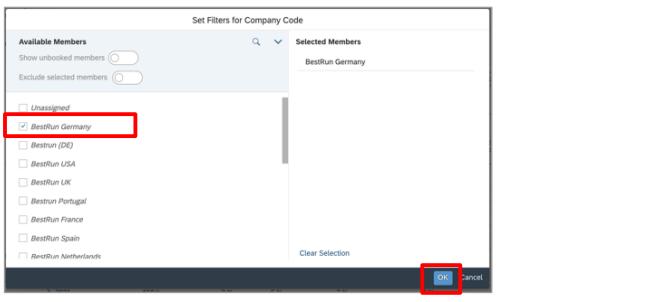


## ANA360

### Exercise 4 – Aggregated Internal HC Plan

Explanation	Screenshot
<p>1. On the overview page, click on <b>Aggregated Internal HC Plan</b> to open the planning application.</p>	
<p>2. On the main screen, you can see the planning table for entering planned headcount for internal workers. The values represent the headcount at the end of the period.</p> <p>3. The values are shown for a certain planning level, meaning for a certain combination of dimensions of the planning model.</p>	
<p>4. At the page header you see two charting widgets which you can use to compare different versions. One chart shows cost information the other one headcount.</p> <p>5. Click on <b>General Settings</b> to select a planning level.</p>	

## ANA360

<p>6. Select <b>Company Code, Business Unit</b>. As a result, headcount and costs will be planned for combinations of company code and business unit.</p> <p>7. Click on <b>Done</b> to confirm your selection.</p>	
<p>8. Add a filter by clicking on the <b>filter</b> icon at the top left corner of the page.</p> <p>9. Select <b>Company Code</b> from the list of available dimensions.</p>	
<p>10. From the member selector, pick <b>BestRun Germany</b>. Click on <b>OK</b> to confirm your selection.</p>	

Commented [KS13]: Ah, hier ist jetzt dasselbe PlanningLevel wie in den Central assumptions. 😊

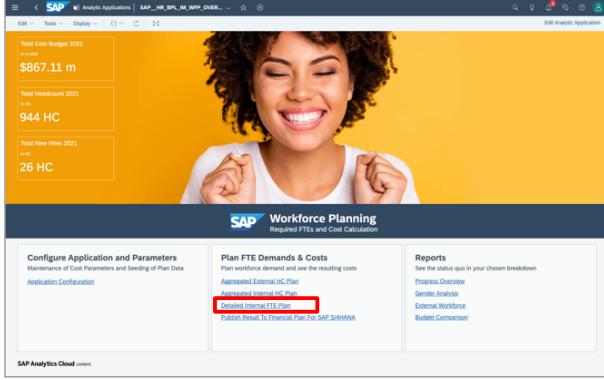
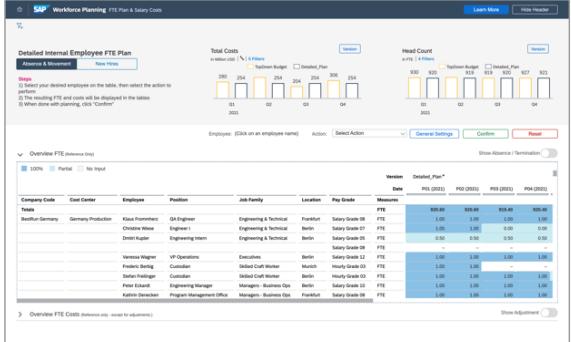
## ANA360

<p>11. Check that the planning grid is filtered to the correct company and see how the planning level was adjusted to show company code and business unit.</p> <p>12. Similar to the application for external workforce planning you can adjust some headcount numbers.</p>	
<p>13. Click on <b>Calculate Costs</b> to re-calculate personnel costs based on your planned headcount and the central parameters.</p>	
<p>14. Expand the cost table to explore the cost structure.</p> <p>15. You can drill-down into the <b>Cost Type</b> dimension to see the break-down of the overall costs.</p>	
<p>16. Besides planning total headcount numbers at the end of each period you can also enter new hires. Click on <b>Plan New Hires Demand</b>.</p>	<p><b>Aggregated Internal Employee HC Plan</b></p> <p><b>Plan Total Demand</b> <b>Plan New Hires Demand</b> <span style="border: 1px solid red; padding: 2px;">(highlighted)</span></p> <p><b>Steps</b></p> <ol style="list-style-type: none"> <li>1) Enter total headcount demand in the first table</li> <li>2) Click "Calculate Costs" and check the results in the second table</li> <li>3) Click "Confirm" when done</li> </ol>
<p>17. The table layout changes, and you can see three lines for each combination of company code and business unit:</p> <ul style="list-style-type: none"> <li>a. HC: Planned end-of-period headcount</li> <li>b. Hires: Planned number of hires for the period</li> <li>c. Terminations: Planned number of terminations for the period</li> </ul> <p>18. When you recalculate the costs, the system will also recalculate the correct number of end-of-period HC for the full year.</p>	

## ANA360

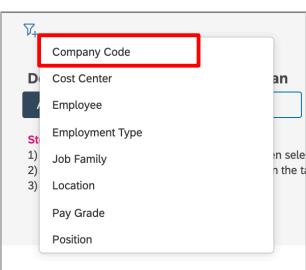
19. Navigate back to the overview page.	
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### Exercise 5 – Detailed Internal HC Plan

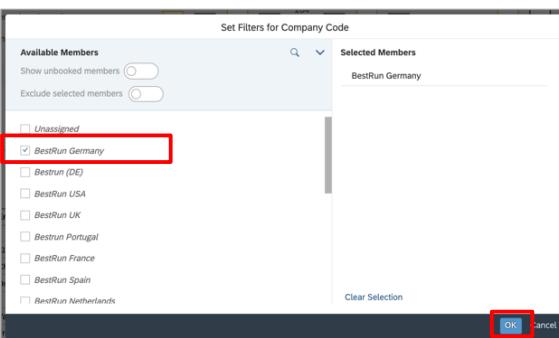
Explanation	Screenshot
1. On the overview page, click on <b>Detailed Internal FTE Plan</b> to open the planning application.	
2. The planning grid in the main view shows the <b>FTE</b> values for each individual employee. For the employees, additional information like <b>Job Family</b> , <b>Location</b> and <b>Pay Grade</b> are also shown. 3. At the bottom there is a second table showing cost information.	

## ANA360

- Add a filter by clicking on the **filter** icon at the top left corner of the page.
- Select **Company Code** from the list of available dimensions.



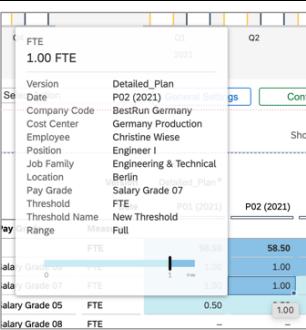
- From the member selector, pick **BestRun Germany**. Click on **OK** to confirm your selection.



- Click on a cell in the table.

A screenshot of an 'Overview FTE' table. The table lists employees with their details: Name, Position, Job Family, Location, Pay Grade, and FTE. A specific cell in the 'FTE' column for an employee named 'Klaus Formmel' is highlighted with a red box.

- If you keep the mouse pointer over the cell you will see additional information for that employee.
- You will also see the selected employee in a text field above the table.



**Commented [KS14]:** Erwähnen, dass der ausgewählte Employee über der Tabelle dann angezeigt wird? (möglicherweise just von diesem Pop-up überdeckt....)

## ANA360

10. From the drop-down box, you can select an activity which you want to apply to the selected employee.
11. Click on **Adjust Employment Level**.

Location	Pay Grade	Measures	FTE
Frankfurt	Salary Grade 08		FTE
Berlin	Salary Grade 07		FTE

12. In the popup window you can adjust the employment level (**FTE**) and select a time range for which this change is applied (**Valid From / Valid To**).
13. Click on **Done** to apply the change.

14. You can see the impact of the change in the planning table.
15. The costs are automatically re-calculated based on those changes.

Location	Pay Grade	Measures	P01 (2021)	P02 (2021)	P03 (2021)	P04 (2021)	P05 (2021)	P06 (2021)	P07 (2021)	P08 (2021)	P09 (2021)	
all	Frankfurt	Salary Grade 08	FTE	\$8.50	\$8.50	\$7.30	\$8.20	\$8.30	\$8.60	\$8.40	\$7.80	\$7.80
all	Berlin	Salary Grade 07	FTE	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
all	Berlin	Salary Grade 05	FTE	0.50	0.50	0.50	0.50	0.50	0.80	0.80	0.80	0.80
		Salary Grade 12	FTE	—	—	—	—	—	—	—	—	—
				1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

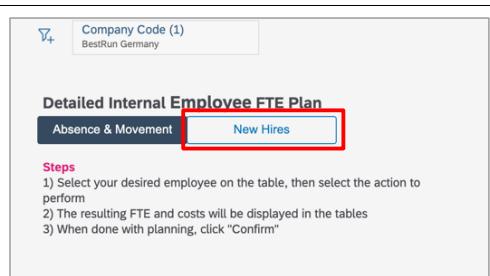
**Commented [KS15]:** Basierend auf den Änderungen werden auch die Kosten neu berechnet.

16. Expand the section **Overview FTE Costs** to analyze the costs for each individual employee.
17. The costs are calculated from the FTE values and the central parameters which can be maintained in the Configuration Application.

Company Code	Cost Center	Employee	Position	Job Family	Location	Pay Grade	Measures	Plan Cost Type	Date	Total Amount	Total Amount
Totals									€1,290,653	€114,011	€114,011
Westfalen Germany	Germany Production	Klaus Fornwirth	QA Engineer	Engineering & Technical	Frankfurt	Salary Grade 07	3 Total Costs	€129,504	€15,794	€12,794	€0
		Frederic Bering	Software Dev	Engineering & Technical	Frankfurt	Salary Grade 07	3 Total Costs	€129,504	€15,794	€12,794	€0
		Dmitri Kupler	Engineering Intern	Engineering & Technical	Berlin	Salary Grade 05	3 Total Costs	€71,504	€8,304	€8,304	€0
		Vera von Wagner	VP Operations	Executives	Berlin	Salary Grade 12	3 Total Costs	€20,144	—	—	€0
		Frederic Bering	Customer	Sales Craft Worker	Munich	Hourly Grade 03	3 Total Costs	€2,404	€1,204	€1,204	€0
		Stefan Frelinger	Customer	Sales Craft Worker	Berlin	Hourly Grade 03	3 Total Costs	€10,824	€1,204	€1,204	€0
		Peter Eberle	Engineering Manager	Managers - Business Ops	Berlin	Salary Grade 08	3 Total Costs	€22,424	€12,524	€12,524	€0
		Katrin Sonnenkern	Program Management Office	Managers - Business Ops	Frankfurt	Salary Grade 09	3 Total Costs	€64,754	€12,794	€12,794	€0

## ANA360

18. Besides changes for existing employees, you can also plan new positions.  
 19. Click on **New Hires**.



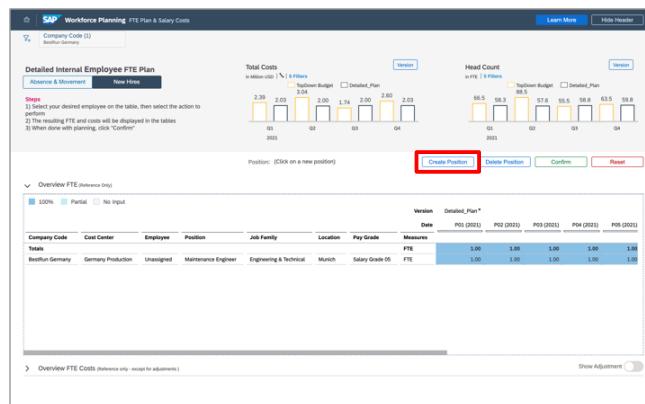
**Detailed Internal Employee FTE Plan**

**New Hires**

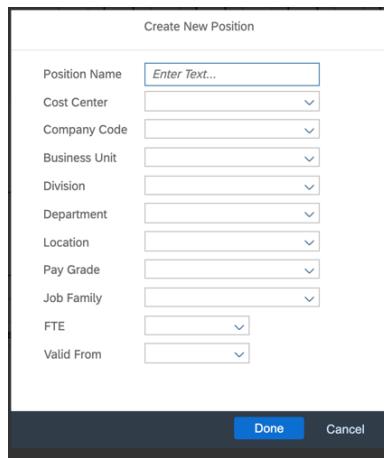
**Steps**

- 1) Select your desired employee on the table, then select the action to perform
- 2) The resulting FTE and costs will be displayed in the tables
- 3) When done with planning, click "Confirm"

20. In the New Hires perspective, you will see open positions, i.e., planned positions which are not yet filled with an employee.  
 21. To plan a new position, click on **Create Position**.



22. In the pop-up window, you can provide attributes for the new position.



**Create New Position**

Position Name: Enter Text...

Cost Center:

Company Code:

Business Unit:

Division:

Department:

Location:

Pay Grade:

Job Family:

FTE:

Valid From:

**Done**   **Cancel**

## ANA360

23. Fill in some reasonable values and click on **Done** to create the position.

Create New Position

Position Name	Maintenance Engineer 2
Cost Center	Germany Production
Company Code	BestRun Germany
Business Unit	Global Consulting Servi...
Division	Manufacturing
Department	Engineering DE
Location	Berlin
Pay Grade	Salary Grade 14
Job Family	Managers - Business Ops
FTE	1
Valid From	P06 (2021)

**Done** **Cancel**

24. The new position is created, and the costs related to this position are calculated and shown in the cost overview at the bottom of the page.

Overview FTE (Reference Only)

Company Code	Cost Center	Employee	Position	Job Family	Location	Pay Grade	Measures	Version	Detailed Plan *
							FTE	Date	P03 (2021) P01 (2021) P03 (2021) P04 (2021) P05 (2021)
Total							1.00	1.00	1.00 1.00 1.00 1.00
Berlin Germany	Germany Production	Unassigned	Maintenance Engineer	Engineering & Technical	Munich	Salary Grade 05	FTE	1.00	1.00 1.00 1.00 1.00

Overview FTE Costs (Reference only - except for adjustments)

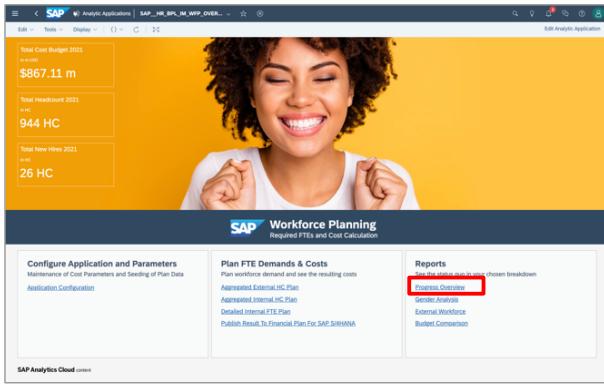
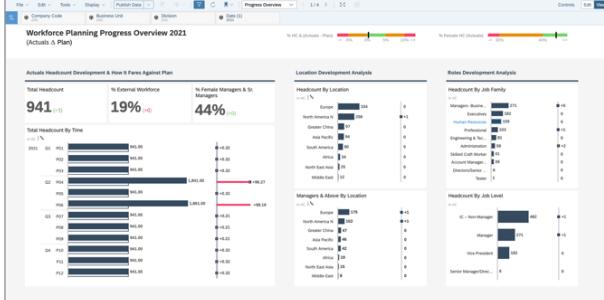
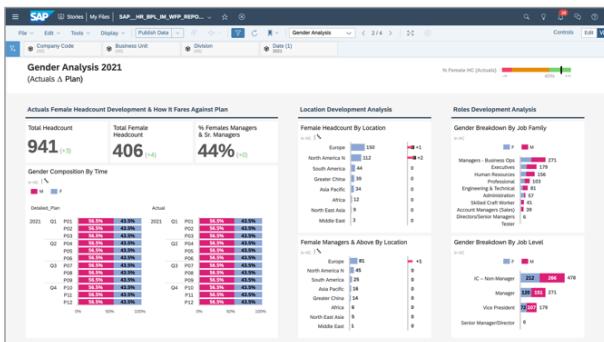
Company Code	Cost Center	Employee	Position	Job Family	Location	Pay Grade	Plan Cost Type	Date	2021 P01 (2021) P02 (2021) P03 (2021)
								Total Amount	Total Amount Total Amount Total Amount
Total									
Berlin Germany	Germany Production	Unassigned	Maintenance Engineer	Engineering & Technical	Munich	Salary Grade 05	> Total Costs	€54.03 k	€3.35 k €3.35 k €3.39 k
			Maintenance Engineer 2	Managers - Business Ops	Berlin	Salary Grade 14	> Total Costs	€33.45 k	— — —

25. Navigate back to the overview page.



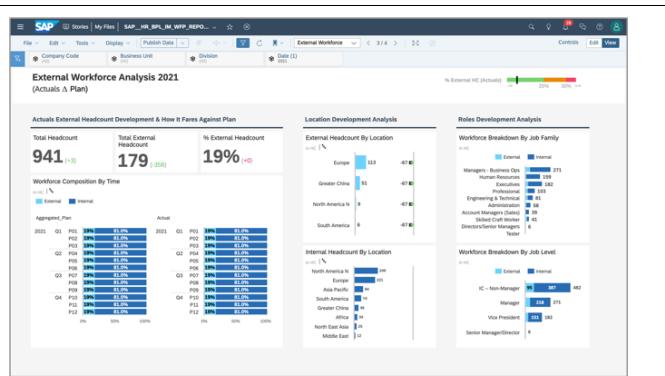
## ANA360

### Exercise 6 – Reporting

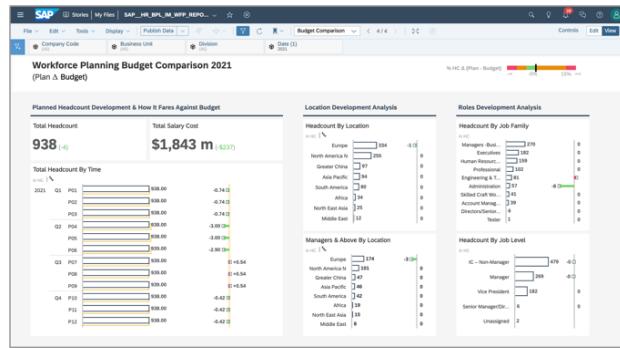
Explanation	Screenshot
<p>1. On the overview page, click on <b>Progress Overview</b> to open the first page of the reporting story.</p> <p>2. The story has four pages which you can directly open from the landing page.</p>	
<p>3. The page <b>Progress Overview</b> shows actual headcount numbers and the deviation to the plan.</p>	
<p>4. The page <b>Gender Analysis</b> shows KPI's and breakdowns related to the gender distribution of the workforce.</p>	

## ANA360

5. The page **External Workforce** shows headcount information related to external workforce and variances between actual and plan data.



6. The page **Budget Comparison** shows Plan/Budget comparisons.



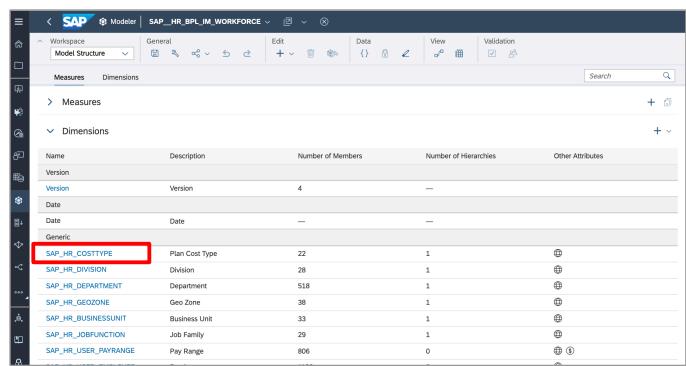
## Exercise 7 – Integration to Financial Planning

Explanation	Screenshot
<ol style="list-style-type: none"> <li>For this exercise, the business content <b>Integrated Financial Planning for SAP S/4HANA</b> needs to be imported as a pre-requisite.</li> <li>Navigate to <b>Files</b> in the main menu.</li> <li>Type in HXM in the search field.</li> <li>Click on the model <b>HXM Integrated Workforce Planning</b>.</li> </ol>	

Commented [KS16]: Voraussetzung nochmal erwähnen, dass der IFP Content vorhanden ist?

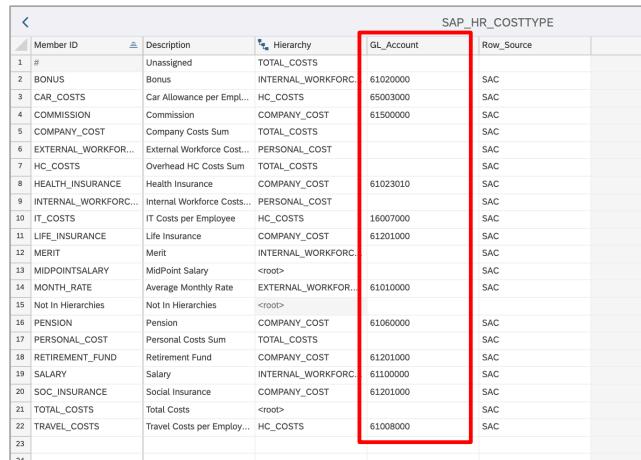
## ANA360

5. Click on the **SAP\_HR\_COSTTYPE** to open the maintenance view for the dimension.



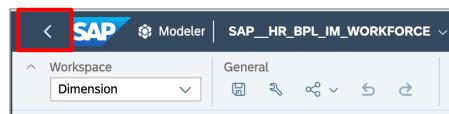
Name	Description	Number of Members	Number of Hierarchies	Other Attributes
Version	Version	4	—	
Date	Date	—	—	
Generic				
<b>SAP_HR_COSTTYPE</b>	Plan Cost Type	22	1	⊕
SAP_HR_DIVISION	Division	28	1	⊕
SAP_HR_DEPARTMENT	Department	518	1	⊕
SAP_HR_GEOZONE	Geo Zone	38	1	⊕
SAP_HR_BUSINESSUNIT	Business Unit	33	1	⊕
SAP_HR_JOBFUNCTION	Job Family	29	1	⊕
SAP_HR_USER_PAYRANGE	Pay Range	806	0	⊕

6. The dimension Cost Type has an attribute **GL\_Account** which maps the cost type for HR planning to a GL account in the financial planning model. Make sure that you maintain the GL account attribute as shown in the screenshot.

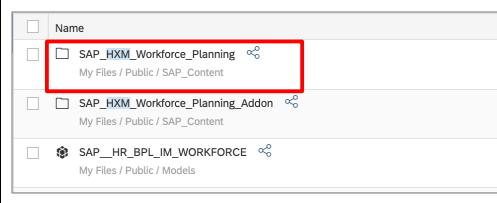
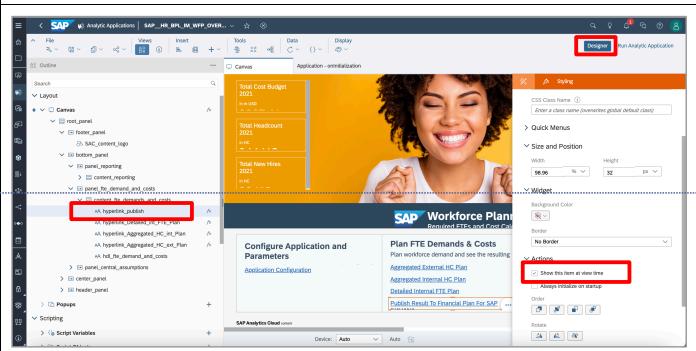
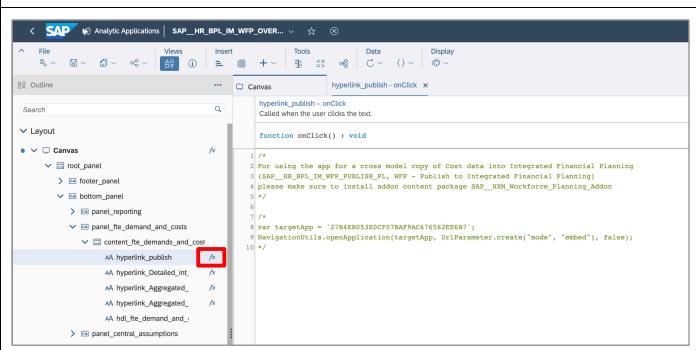


Member ID	Description	Hierarchy	GL_Account	Row_Source
1 #	Unassigned	TOTAL_COSTS	61020000	SAC
2 BONUS	Bonus	INTERNAL_WORKFORCE	65003000	SAC
3 CAR_COSTS	Car Allowance per Employee	HC_COSTS	61500000	SAC
4 COMMISSION	Commission	COMPANY_COST	61023010	SAC
5 COMPANY_COST	Company Costs Sum	TOTAL_COSTS		SAC
6 EXTERNAL_WORKFORCE	External Workforce Cost	PERSONAL_COST		SAC
7 HC_COSTS	Overhead HC Costs Sum	TOTAL_COSTS		SAC
8 HEALTH_INSURANCE	Health Insurance	COMPANY_COST		SAC
9 INTERNAL_WORKFORCE	Internal Workforce Costs	PERSONAL_COST		SAC
10 IT_COSTS	IT Costs per Employee	HC_COSTS	16007000	SAC
11 LIFE_INSURANCE	Life Insurance	COMPANY_COST	61201000	SAC
12 MERIT	Merit	INTERNAL_WORKFORCE		SAC
13 MIDPOINTSALARY	MidPoint Salary	<root>		SAC
14 MONTH_RATE	Average Monthly Rate	EXTERNAL_WORKFORCE	61010000	SAC
15 Not In Hierarchies	<root>			
16 PENSION	Pension	COMPANY_COST	61060000	SAC
17 PERSONAL_COST	Personal Costs Sum	TOTAL_COSTS		SAC
18 RETIREMENT_FUND	Retirement Fund	COMPANY_COST	61201000	SAC
19 SALARY	Salary	INTERNAL_WORKFORCE	61100000	SAC
20 SOC_INSURANCE	Social Insurance	COMPANY_COST	61201000	SAC
21 TOTAL_COSTS	Total Costs	<root>		SAC
22 TRAVEL_COSTS	Travel Costs per Employee	HC_COSTS	61008000	SAC
23				
24				

7. Click on the back icon to navigate back to the search results.

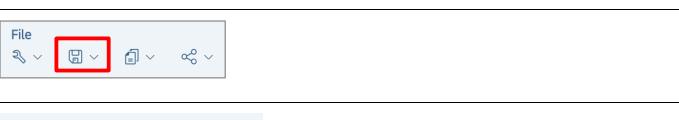
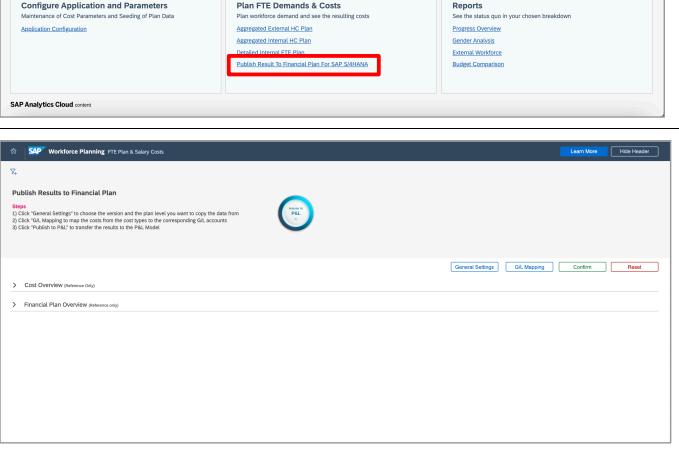


## ANA360

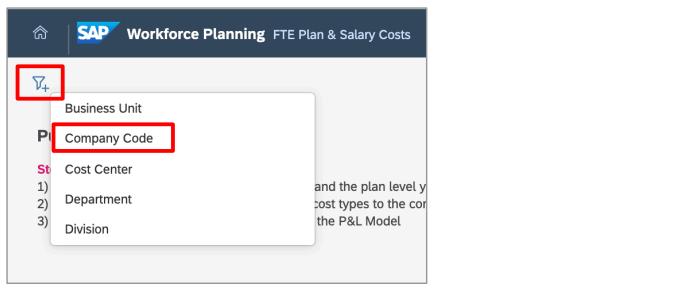
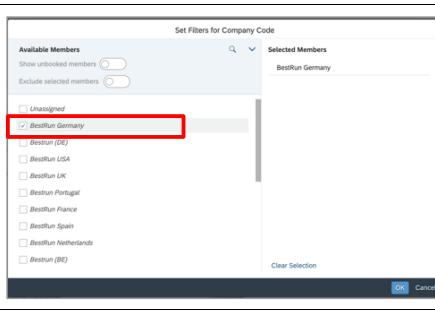
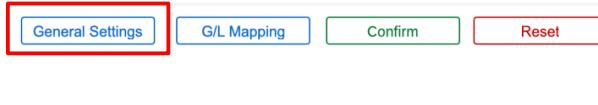
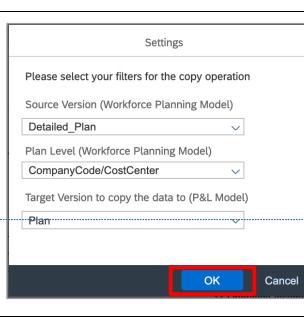
<p>8. Click on <b>SAP HXM Workforce Planning</b> to open the folder.</p>	
<p>9. Click on the item <b>WFP – Overview page</b> to open the application in the analytics designer.</p>	
<p>10. Select the item <b>hyperlink_publish</b> in the Outline window.      11. Click on <b>Designer</b> to open the Styling panel.      12. Make sure that the check box <b>Show this item at view time</b> is active.</p>	
<p>13. Click on the <b>fx</b> icon next to the <b>hyperlink_publish</b> element to open the script editor.</p>	 <pre> hyperlink_publish - onClick Called when the user clicks the text.  function onClick() {     /*     1. For using the app for a cross model copy of Cost data into Integrated Financial Planning     2. SAP_HR_BPL_IM_WFP_PUBLISH_FI_WFP - Publish to Integrated Financial Planning     3. please make sure to install add-on content package SAP_HXM_Workforce_Planning_Addon     */     var targetApp = "27844B0318D0CF91BAPPNC76512BB807";     NavigationUtils.openApplication(targetApp, UriParameter.create("mode", "embed"), false); }     </pre>



## ANA360

<p>14. Uncomment the lines 8 and 9 to activate the code.</p> <p>15. As a result, the user will navigate to the application which transfers the plan data to the financial planning model.</p>	<pre> hyperlink_publish -- onClick Called when the user clicks the text.  function onclick() : void  1 /* 2 For using the app for a cross model copy of Cost data into Integrated Financial Planning 3 (SAP_HR_BPL_IM_WFP_PUBLISH_PL_WFP - Publish to Integrated Financial Planning) 4 please make sure to install addon content package SAP_HXM_Workforce_Planning_Addon 5 */ 6 7 8 var targetApp = '27B4EB053E0CF07BAF9AC676562EE6B7'; 9 NavigationUtils.openApplication(targetApp, UrlParameter.create("mode", "embed"), false); 10   </pre>
<p>16. Click on the <b>Save</b> icon in the toolbar to save your changes.</p>	
<p>17. Click on <b>Run Analytic Application</b> to start the application.</p>	
<p>18. On the overview page, you will see the entry <b>Publish Result To Financial Plan for SAP S/4HANA</b>.</p> <p>19. Click on <b>Publish Result To Financial Plan for SAP S/4HANA</b> to open the application.</p>	
<p>20. In this application, you can derive the corresponding G/L accounts for the planned HR costs and transfer the data to the financial planning model.</p>	

## ANA360

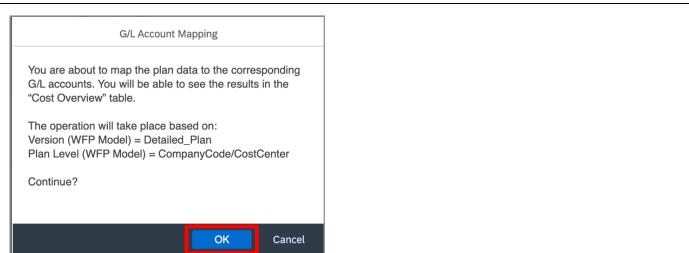
<p>21. Add a filter by clicking on the <b>filter</b> icon at the top left corner of the page.</p> <p>22. Select <b>Company Code</b> from the list of available dimensions.</p>	
<p>23. From the member selector, pick <b>BestRun Germany</b>. Click on <b>OK</b> to confirm your selection.</p>	
<p>24. Click on <b>General Settings</b> to set some parameters for the data transfer to the financial plan.</p>	
<p>25. In the settings dialog, you can specify the source version in the HXM model as well as the planning level. In addition, you can define the target version in the financial planning model.</p> <p>26. Click on <b>OK</b> to confirm the settings.</p>	
<p>27. Click on <b>G/L Mapping</b> to derive the G/L accounts.</p>	

**Commented [KS19]:** WFP Model oder lieber HXM Model?  
Noch erwähnen, dass für die 1:1 Integration nur möglich ist mit Plan Level CompanyCode/CostCenter...? Für die anderen SF-spezifischen PlanLevel kann nur auf CompanCode Ebene integriert werden.

**Commented [HH20R19]:** Mmmh, versteh ich nicht ganz. 1:1 ist das ja auch nicht. Der Employee fällt ja raus.

## ANA360

28. Click on **OK** to confirm the mapping parameters and start the derivation.



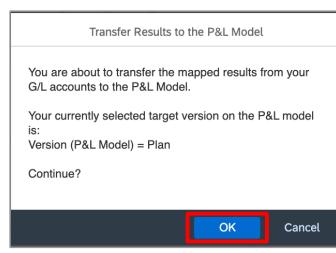
29. In the Cost Overview table, you will see the planned cost types together with the corresponding G/L accounts.

Cost Overview (Initial Grid)			
Company Code	Cost Center	Plan Cost Type	General Settings
			G/L Account
Beckhuus Germany	Germany Production	> Total Costs	3 SAP Best Practice Financial Site for FPRM
		> Total Costs	4 SAP Best Practice Financial Site for FPRM
	Germany Quality Control	> Total Costs	1 SAP Best Practice Financial Site for FPRM
	Germany Executive Board	> Total Costs	2 SAP Best Practice Financial Site for FPRM
	Germany HR	> Total Costs	5 SAP Best Practice Financial Site for FPRM
			141,91
			142,10
			141,31
			2,04,19

30. Click on the button **PUBLISH TO P&L** to transfer the data to the financial planning model.



31. Click on **OK** to confirm the settings and start the transfer.



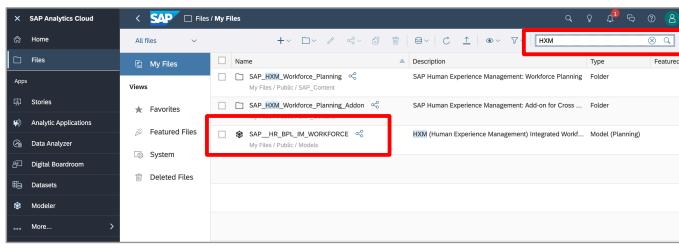
## ANA360

32. In the table **Financial Plan Overview** you can see the result of the transfer.

Cost Overview (reference 01)			General Settings	Q1 Mapping	Confirm	Reset
Financial Plan Overview (reference 01)			Measure	Variance	Avg	Plan*
Category Code	Cost Center	GAS Account				> (all)
Software Germany	Germany Production	SAP Syst Predict Financial Stmt for FPAK	887,000			
		Net Income	887,000			
		Other Income	887,000			
		Spending Expense	887,000			
		Employee Expense	887,000			
		Travel and Entertainment	887,000			
		Payroll Other	887,000			
		Payroll - Other Personnel Expenses	887,000			
		SAP Syst Predicts Finance Stmt for FPAK	887,000			
Germany Quality Control		SAP Syst Predicts Finance Stmt for FPAK	142,005			
Germany Executive Board		SAP Syst Predicts Finance Stmt for Payroll - Other Personnel Expenses	142,005			
Germany HR		SAP Syst Predicts Finance Stmt for FPAK	123,313			
Bertran (DE)	Professional Services - DE	SAP Syst Predicts Finance Stmt for FPAK	205,569			

**Commented [KS21]:** This is the resulting data displayed in the IFP Model...

## Exercise 8 – Add additional cost type

Explanation	Screenshot
<ol style="list-style-type: none"> <li>In the main menu, click on <b>Files</b>.</li> <li>Type in HXM in the <b>search bar</b> to see the related objects in the file repository.</li> <li>Click on the model <b>HXM Integrated Workforce Planning</b>.</li> </ol>	

## ANA360

4. In the Model Structure, click on the dimension **SAP\_HR\_COSTTYPE** to open the master data maintenance view.

Name	Description	Number of Members
Version	Version	4
Date	Date	—
Generic		
<b>SAP_HR_COSTTYPE</b>	Plan Cost Type	22
SAP_HR_DIVISION	Division	28
SAP_HR_DEPARTMENT	Department	518
SAP_HR_GEOZONE	Geo Zone	38
SAP_HR_BUSINESSUNIT	Business Unit	33
SAP_HR_JOBFUNCTION	Job Family	29
SAP_HR_USER_PAYRANGE	Pay Range	806
SAP_HR_USER_EMPLOYEE	Employee	1133

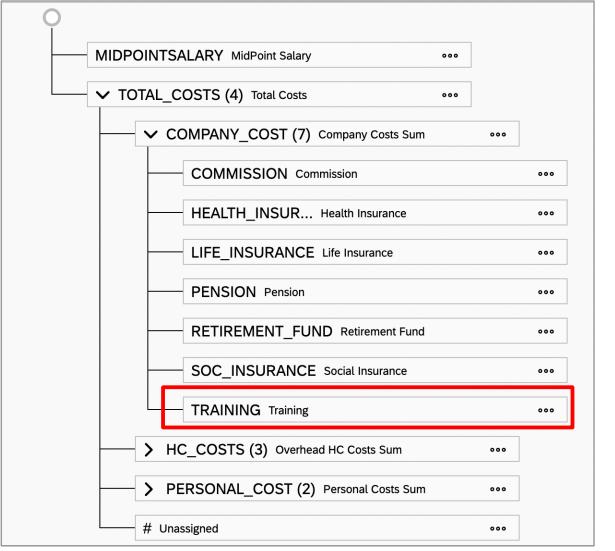
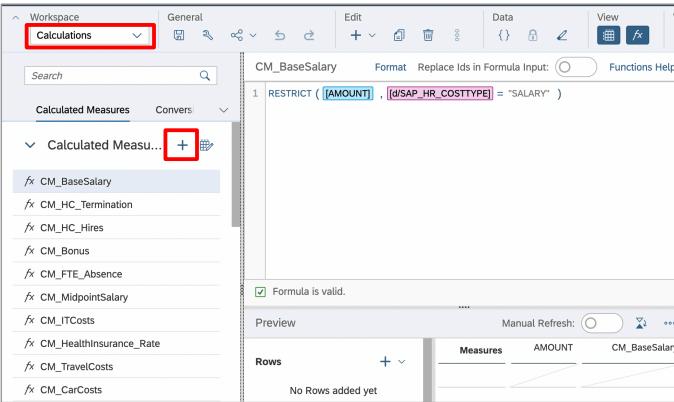
5. Add an additional entry at the bottom of the table with the following information:
- Member ID: **TRAINING**
  - Description: **Training**
  - Hierarchy: **COMPANY\_COST**
  - GL\_Account: **6140000**
  - Row\_Source: **SAC**

Member ID	Description	Hierarchy	GL_Account	Row_Source
19 SALARY	Salary	INTERNAL_WORKFORCE...	61100000	SAC
20 SOC_INSURANCE	Social Insurance	COMPANY_COST	61201000	SAC
21 TOTAL_COSTS	Total Costs	<root>		SAC
22 TRAVEL_COSTS	Travel Costs per Employee	HC_COSTS	61008000	SAC
<b>23 TRAINING</b>	<b>Training</b>	<b>COMPANY_COST</b>	<b>61400000</b>	<b>SAC</b>
24				

6. Click on the hierarchy icon in the toolbar to open the hierarchy view.



## ANA360

<p>7. If you expand the hierarchy tree, you should see the new cost type <b>TRAINING</b> as a child element of <b>Company Costs Sum</b>.</p>	
<p>8. Click on the hierarchy icon again to close the hierarchy view.</p>	
<p>9. Click on the back icon to navigate back to the Model Structure workspace.</p>	
<p>10. Switch to the Calculations workspace by selecting the workspace from the drop-down box at the top left. 11. Add another calculated measure by clicking the + -icon.</p>	

## ANA360

12. Provide the information for the new calculated measure:
- Name: CM\_TrainingCosts
  - Description: Training Costs Absolute Rate
  - Aggregation Type: Sum
  - Scale: Thousand
  - Decimal Places: 0
13. This measure will serve as a restricted measure for the training costs.

A Properties

Training Costs Absolute Rate  
**CM\_TrainingCosts**  
Calculated Measure

▼ General

Name: **CM\_TrainingCosts**

Description: **Training Costs Absolute Rate**

▼ Aggregations

Aggregation Type: **Sum**

Required Dimensions:

Exception Aggregation Type:

Exception Aggregation Dimensions:

▼ Formatting

Scale: **Thousand**

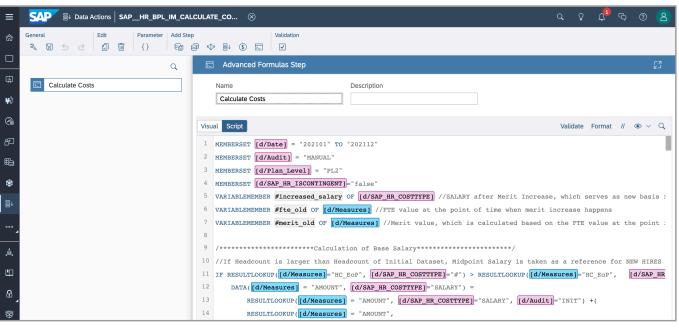
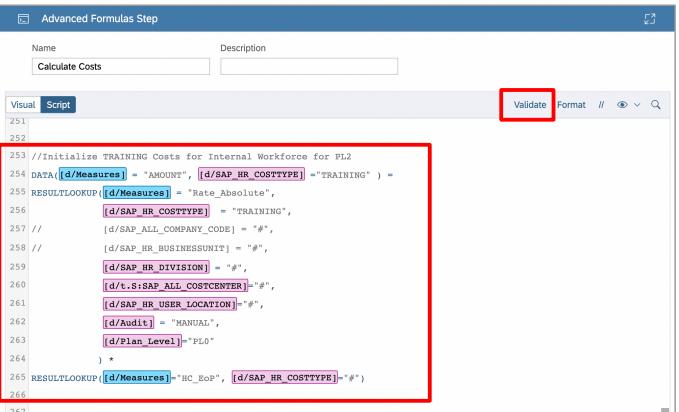
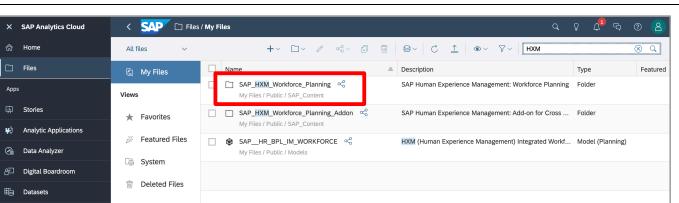
Decimal Places: **0**

Commented [KS22]:

## ANA360

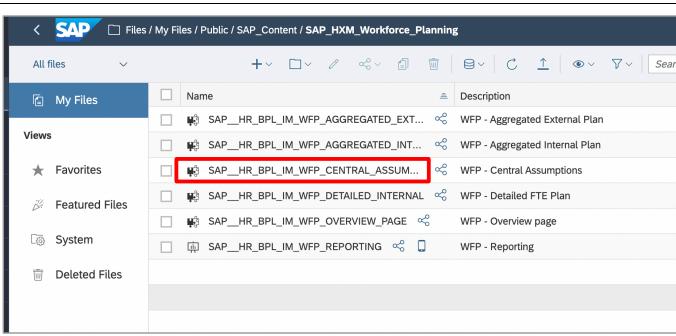
<p>14. In the formula window, enter the formula to define the restricted measure:  <b>RESTRICT([Rate_Absolute], [d/SAP_HR_COSTTYPE] = "TRAINING")</b></p>																	
<p>15. Click on the <b>Save</b> icon in the toolbar to save the model changes.</p>																	
<p>16. Next, you need to adjust the calculation logic for cost calculation to include the cost for training. Click on <b>Data Actions</b> in the main menu.</p>																	
<p>17. Click on the entry for the data action <b>Calculation of Costs for Plan Level PL2 in Aggregated Planning</b>.</p> <p><b>Note:</b> PL2 refers to the Planning level Company Code / Business Unit.</p>	 <table border="1"> <thead> <tr> <th>Type</th> <th>Data Action Name</th> <th>Default Model</th> <th>Created</th> </tr> </thead> <tbody> <tr> <td>SAP_HR_BPL_IM_CALCULATE_COSTS_FOR_NEW_POSITION_PLAN...</td> <td>SAP_HR_BPL_IM_WORKFORCE</td> <td>Aug 23, 2021, 14:4...</td> </tr> <tr> <td>SAP_HR_BPL_IM_CALCULATE_COSTS_PLAN_LEVEL_01</td> <td>SAP_HR_BPL_IM_WORKFORCE</td> <td>Aug 23, 2021, 14:4...</td> </tr> <tr> <td><b>SAP_HR_BPL_IM_CALCULATE_COSTS_PLAN_LEVEL_02</b></td> <td><b>SAP_HR_BPL_IM_WORKFORCE</b></td> <td><b>Aug 23, 2021, 14:4...</b></td> </tr> <tr> <td>SAP_HR_BPL_IM_CALCULATE_COSTS_PLAN_LEVEL_03</td> <td>SAP_HR_BPL_IM_WORKFORCE</td> <td>Aug 23, 2021, 14:4...</td> </tr> </tbody> </table>	Type	Data Action Name	Default Model	Created	SAP_HR_BPL_IM_CALCULATE_COSTS_FOR_NEW_POSITION_PLAN...	SAP_HR_BPL_IM_WORKFORCE	Aug 23, 2021, 14:4...	SAP_HR_BPL_IM_CALCULATE_COSTS_PLAN_LEVEL_01	SAP_HR_BPL_IM_WORKFORCE	Aug 23, 2021, 14:4...	<b>SAP_HR_BPL_IM_CALCULATE_COSTS_PLAN_LEVEL_02</b>	<b>SAP_HR_BPL_IM_WORKFORCE</b>	<b>Aug 23, 2021, 14:4...</b>	SAP_HR_BPL_IM_CALCULATE_COSTS_PLAN_LEVEL_03	SAP_HR_BPL_IM_WORKFORCE	Aug 23, 2021, 14:4...
Type	Data Action Name	Default Model	Created														
SAP_HR_BPL_IM_CALCULATE_COSTS_FOR_NEW_POSITION_PLAN...	SAP_HR_BPL_IM_WORKFORCE	Aug 23, 2021, 14:4...															
SAP_HR_BPL_IM_CALCULATE_COSTS_PLAN_LEVEL_01	SAP_HR_BPL_IM_WORKFORCE	Aug 23, 2021, 14:4...															
<b>SAP_HR_BPL_IM_CALCULATE_COSTS_PLAN_LEVEL_02</b>	<b>SAP_HR_BPL_IM_WORKFORCE</b>	<b>Aug 23, 2021, 14:4...</b>															
SAP_HR_BPL_IM_CALCULATE_COSTS_PLAN_LEVEL_03	SAP_HR_BPL_IM_WORKFORCE	Aug 23, 2021, 14:4...															

## ANA360

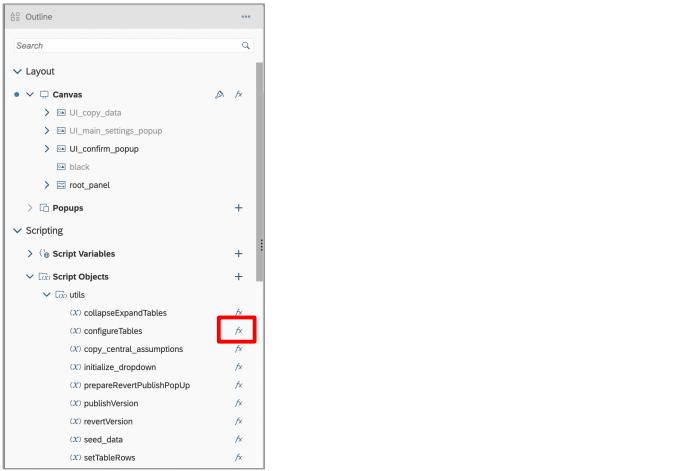
<p>18. The design time for defining data actions is opened. This data action has one step of type Advanced Formula. The script of this steps recalculates the total workforce cost based on planned head count and central cost drivers.</p>	 <pre> 1. MENDSEREST [d/From] = "202111" TO "202112" 2. MENDSEREST [d/Audit] = "NONAUDIT" 3. MENDSEREST [d/Plan_Level] = "PL2" 4. MENDSEREST [d/SAP_HR_ECONOMICINDEX] = "false" 5. VARIABLEDEFINITION #Increased_Salary OR [d/SAP_HR_COSTTYPE] //SALARY after Merit Increase, which serves as new basis : 6. VARIABLEDEFINITION #Hrte_Old OR [d/Measures] //TTE value at the point of time when merit increase happens 7. VARIABLEDEFINITION #Merit_Amt OR [d/Measures] //Merit value, which is calculated based on the TTE value at the point : 8. 9. /******Calculation of Base Salary******/ 10 //If Headcount is larger than Headcounts of Initial dataset, Midpoint Salary is taken as a reference for NEW WAGES 11 IF RESULTLOOKUP([d/Measures] = "HC_EoP", [d/SAP_HR_COSTTYPE]) &gt; RESULTLOOKUP([d/Measures] = "HC_Bor", [d/SAP_HR_COSTTYPE]) 12 DATA [d/Measures] = "AMOUNT", [d/SAP_HR_COSTTYPE] = "SALARY" = 13   RESULTLOOKUP([d/Measures] = "AMOUNT", [d/SAP_HR_COSTTYPE] = "SALARY", [d/Audit] = "INIT") + 14   RESULTLOOKUP([d/Measures] = "AMOUNT", [d/Audit] = "NONAUDIT") </pre>
<p>19. At the end of the existing script, add the code snippet you see in the screenshot. You can also find this as a text file in the download section of the session.  20. Click on <b>Validate</b> to check that the script is correct.</p>	 <pre> 253 //Initialize TRAINING Costs for Internal Workforce for PL2 254 DATA [d/Measures] = "AMOUNT", [d/SAP_HR_COSTTYPE] = "TRAINING" = 255 RESULTLOOKUP([d/Measures] = "Rate_Absolute", 256   [d/SAP_HR_COSTTYPE] = "TRAINING", 257   [d/SAP_ALL_COMPANY_CODE] = "#", 258   [d/SAP_HR_BUSINESSUNIT] = "#", 259   [d/SAP_HR_DIVISION] = "#", 260   [d/t:S:SAP_ALL_COSTCENTER] = "#", 261   [d/SAP_HR_USER_LOCATION] = "#", 262   [d/Audit] = "MANUAL", 263   [d/Plan_Level] = "PL0" 264 ) 265 RESULTLOOKUP([d/Measures] = "HC_EoP", [d/SAP_HR_COSTTYPE] = "#") 266 267 </pre>
<p>21. If there are no mistakes, the system will prompt <b>No errors found</b>.</p>	
<p>22. Click on the <b>Save</b> icon in the toolbar to save your changes.</p>	
<p>23. Click on <b>Files</b> in the main menu.  24. Type in <b>HXM</b> in the search bar to show the relevant objects.  25. Click on the folder <b>SAP HXM Workforce Planning</b> to open the folder.</p>	

## ANA360

26. Click on the analytic application **WFP – Central Assumptions** to open the app in the analytics designer.



27. In the Outline view, click on the icon next to the script object named **configureTables**.



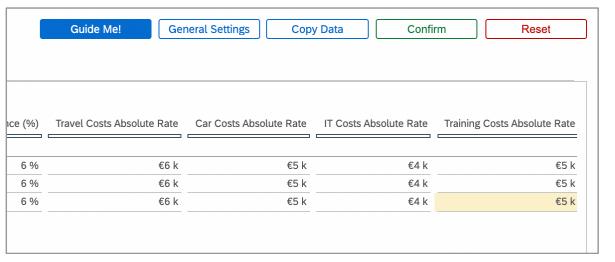
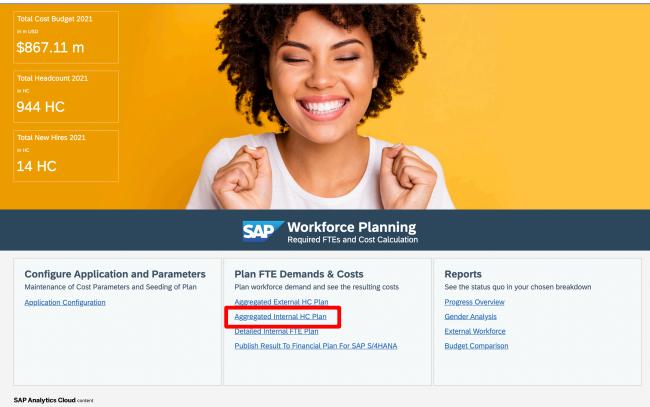
28. The script editor is opened. Adjust line 7 in the script to include the item **CM\_TrainingCosts** in the list of measures.  
 29. Make sure that you insert commas in an appropriate way to get a valid list.  
 30. This list of measure names will be used to set the filters of the table. As a result, you will see the measure to plan the average amount of per-employee training expenses.

```
1 switch (InputMode) {
2     case 'Internal':
3         //Set Filters for Internal Mode
4         previous_mode = is_InternalMode;
5         is_InternalMode = true;
6
7         table_central_assumptions.getDataSource().setDimensionFilter(alias.MeasureDimension,
8             ["CM_TrainingCosts","CM_SocialInsurance","CM_Retirement","CM_MidpointSalary","CM_LifeInsurance",
9             "CM_ITCosts","CM_HealthInsurance_Rate","CM_CarCosts","CM_TrainingCosts","CM_Bonus","CM_Comision_Rate","CM_Ne
10            rIncrease_Rate"]);
11         //Set Date Filter on 2021 per default
12         table_central_assumptions.getDataSource().setDimensionFilter("Date", "[Date].[FYOP].[Date.FISCAL_YEAR].
13             [2021]");
14         //Set filter on selected version
15         table_central_assumptions.getDataSource().setDimensionFilter("Version", "PlanningVersionInn");
```

## ANA360

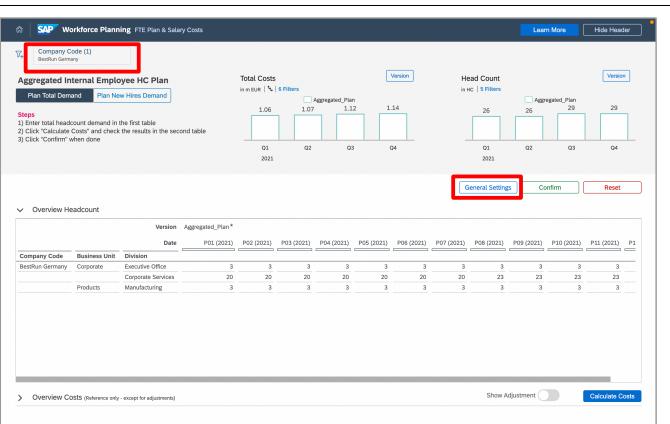
31. Click on the <b>Save</b> icon in the toolbar.	
32. Click on <b>Run Analytic Application</b> to start the app.	
33. Click on the <b>filter</b> icon at the top left corner of the page and select <b>Company Code</b> from the list of available dimensions.	
34. Select <b>BestRun Germany</b> to filter the data shown in the application.	
35. Click on the button <b>General Settings</b> .	
36. Select the version <b>Aggregated_Plan</b> and the planning level <b>CompanyCode / BusinessUnit</b> . 37. Click on Done to confirm your selection.	

## ANA360

<p>38. Scroll the table to see the column <b>Training Costs Absolute Rate</b>.</p> <p>39. Enter some values.</p>	 <table border="1"> <thead> <tr> <th>Category</th><th>Travel Costs Absolute Rate</th><th>Car Costs Absolute Rate</th><th>IT Costs Absolute Rate</th><th>Training Costs Absolute Rate</th></tr> </thead> <tbody> <tr> <td>6 %</td><td>€6 k</td><td>€5 k</td><td>€4 k</td><td>€5 k</td></tr> <tr> <td>6 %</td><td>€6 k</td><td>€5 k</td><td>€4 k</td><td>€5 k</td></tr> <tr> <td>6 %</td><td>€6 k</td><td>€5 k</td><td>€4 k</td><td>€5 k</td></tr> </tbody> </table>	Category	Travel Costs Absolute Rate	Car Costs Absolute Rate	IT Costs Absolute Rate	Training Costs Absolute Rate	6 %	€6 k	€5 k	€4 k	€5 k	6 %	€6 k	€5 k	€4 k	€5 k	6 %	€6 k	€5 k	€4 k	€5 k
Category	Travel Costs Absolute Rate	Car Costs Absolute Rate	IT Costs Absolute Rate	Training Costs Absolute Rate																	
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6 %	€6 k	€5 k	€4 k	€5 k																	
<p>40. Click on <b>Confirm</b> to publish your plan version.</p>																					
<p>41. Click on the <b>Home</b> icon to navigate to the Overview page.</p>																					
<p>42. On the Overview page, click on <b>Aggregated Internal HC Plan</b> to open the application for aggregated planning.</p>																					

## ANA360

43. In the planning application, set the filter for the dimension **Company Code** to **BestRun Germany**.
44. Click on the button **General Settings**.



45. Select **Company Code**, **Business Unit** as the planning level.  
 46. Click on **Done** to confirm your selection.

The screenshot shows a 'Select Planning Level' dialog box. It asks to select one of the following combinations: 'Company Code, Business Unit, Division', 'Company Code, Business Unit, Job Family', 'Company Code, Business Unit' (which is selected and has a red box around it), and 'Company Code, Cost Center'. At the bottom, there are 'Done' and 'Cancel' buttons, with 'Done' also having a red box around it.

47. Click on the button **Calculate Costs** to recalculate the costs and include training expenses.

**Calculate Costs**

ANA360

48. In the Cost Overview table, drill down in the dimension Plan Cost Type and check that you can see a new line **Training**.

Show Adjustment <input type="checkbox"/>			Calculate Costs
	Date	Measures	Total Amount
<b>Plan Cost Type</b>			
▼ Company Costs Sum			812.01
Commission			85.88
Health Insurance			200.38
Life Insurance			57.25
Pension			143.13
Retirement Fund			28.63
Social Insurance			171.75
<b>Training</b>			<b>125.00</b>
➤ Overhead HC Costs Sum:			360.00

**Congratulations! You have finished the exercise.**