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Explore Solutions That Enable an Agile Transition to SAP S/4HANA

DT260

Exercises / Solutions: SAP Readiness Check integration into an SAP Cloud ALM Project

Frank Kühn / SAP SE

THE BEST RUN SAP

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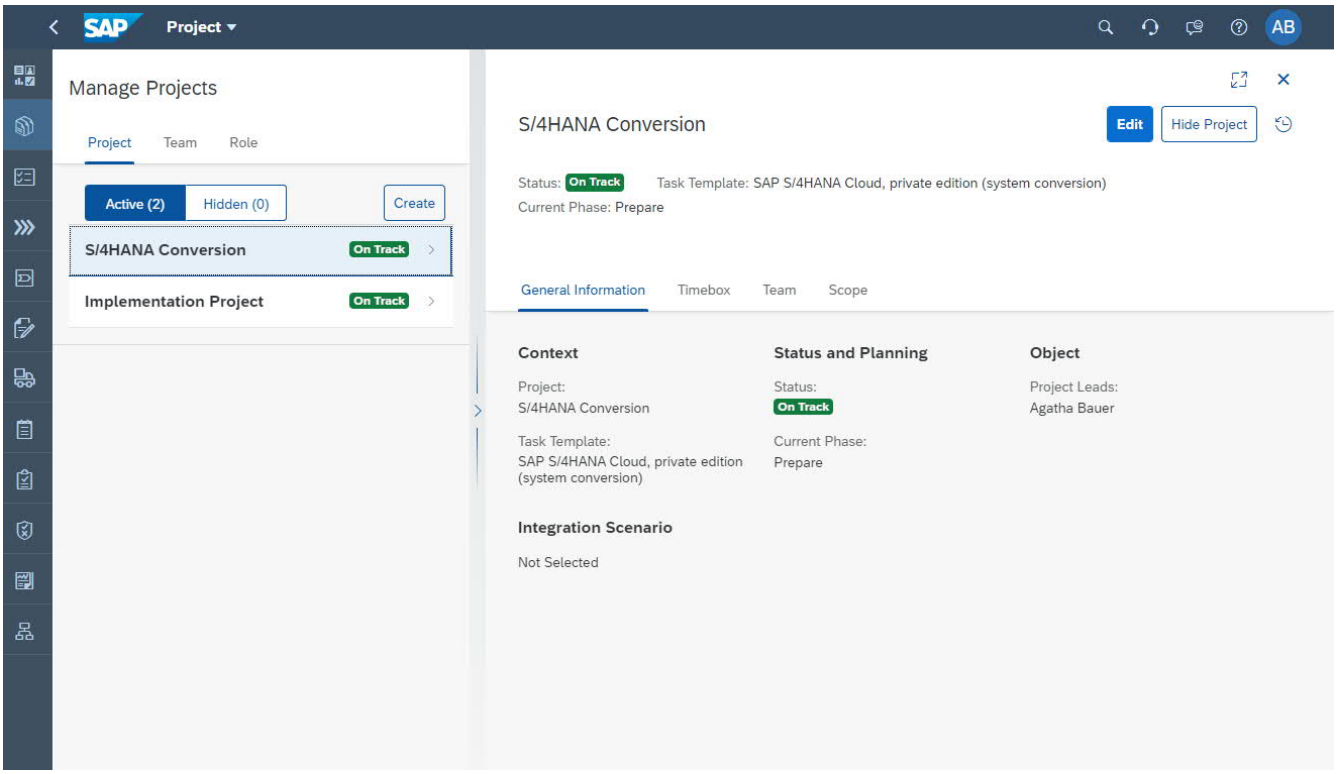
In this exercise you will learn how to create a new SAP Cloud ALM project with SAP Activate content for an SAP S/4HANA Cloud private edition system conversion. Once the project is created you will take a download from an SAP Readiness Check and import it into this project.

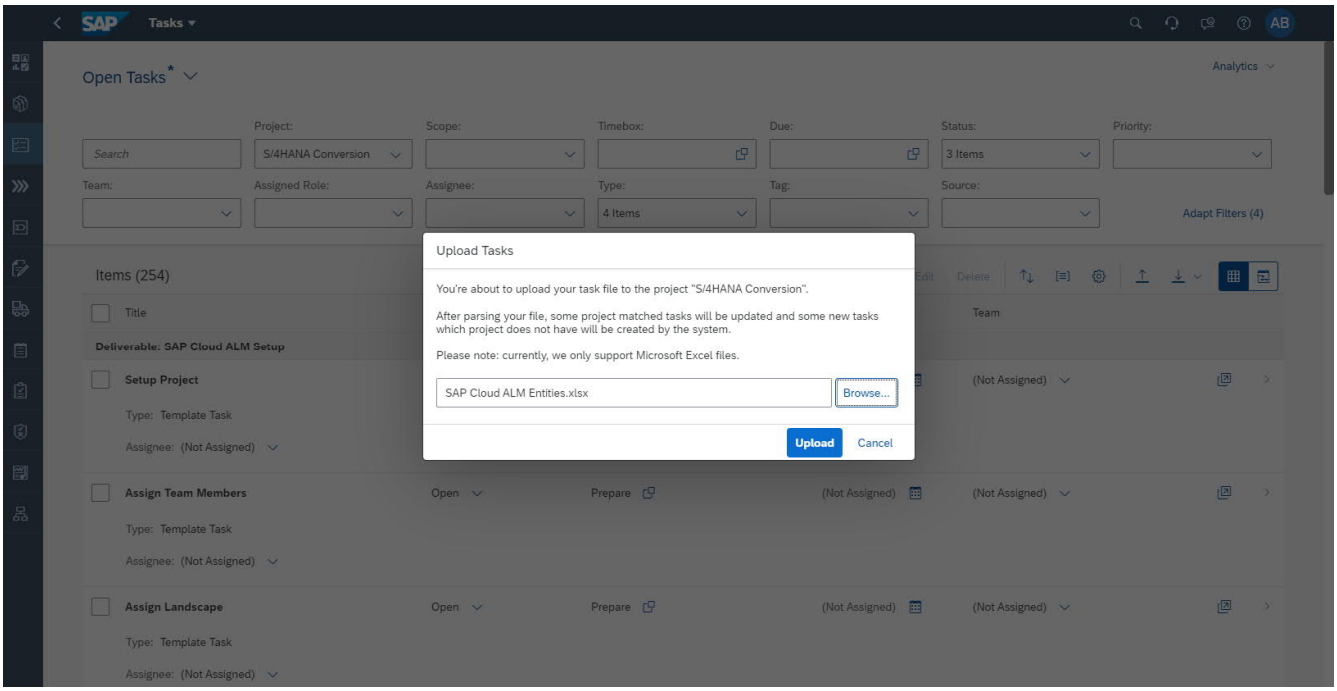
CREATE A NEW PROJECT

Create a new SAP Cloud ALM project with the task template for SAP S/4HANA Cloud, private edition. Then check the created template tasks and assign some of them to users and set a status.



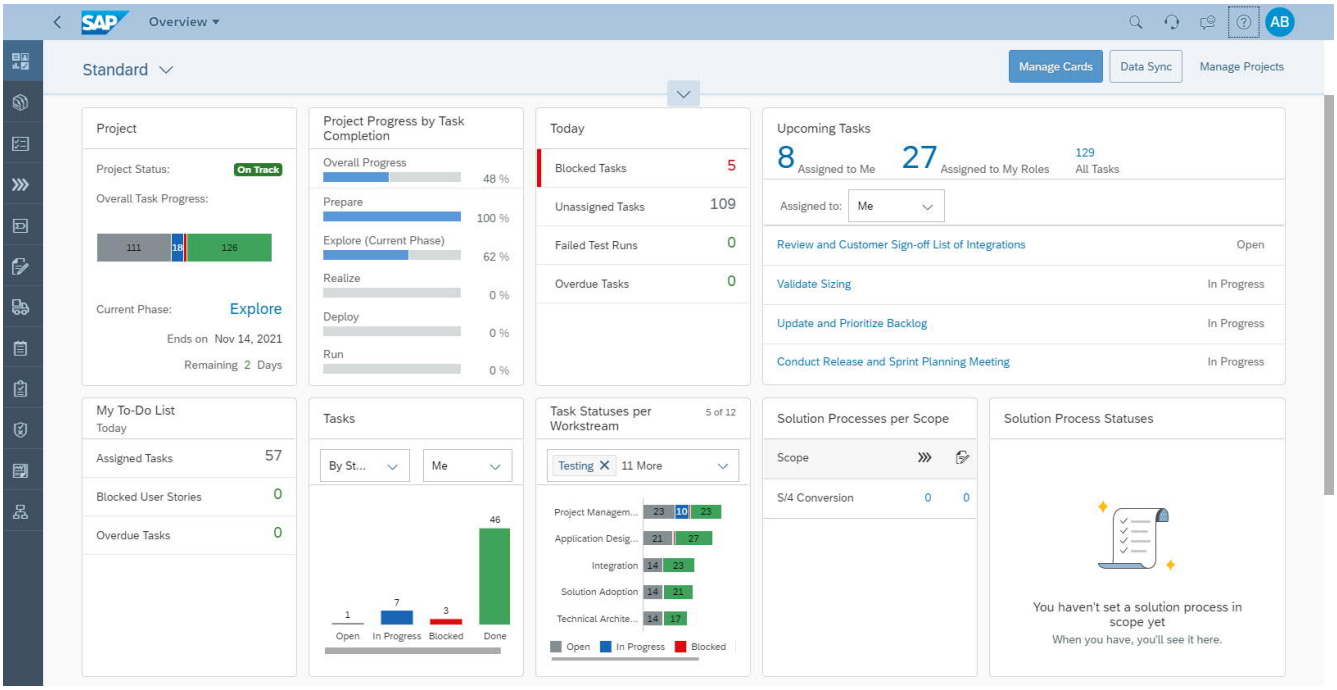
UPLOAD SAP READINESS CHECK RESULTS INTO SAP CLOUD ALM PROJECT

Take the downloaded results of an SAP Readiness Check (available in the Github repository of this TechEd session) and upload it into the created project.
Afterwards use the task application to set the status of some User Stories and assign them to users.

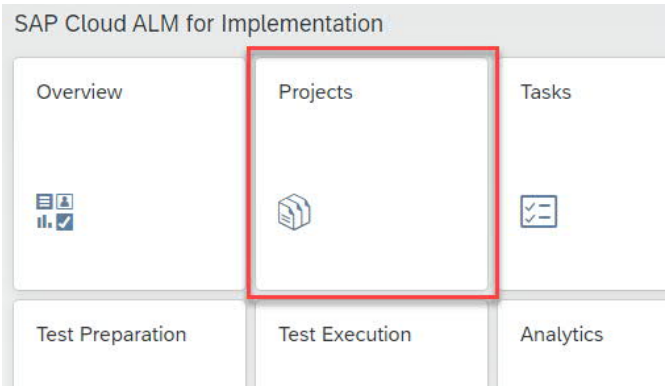
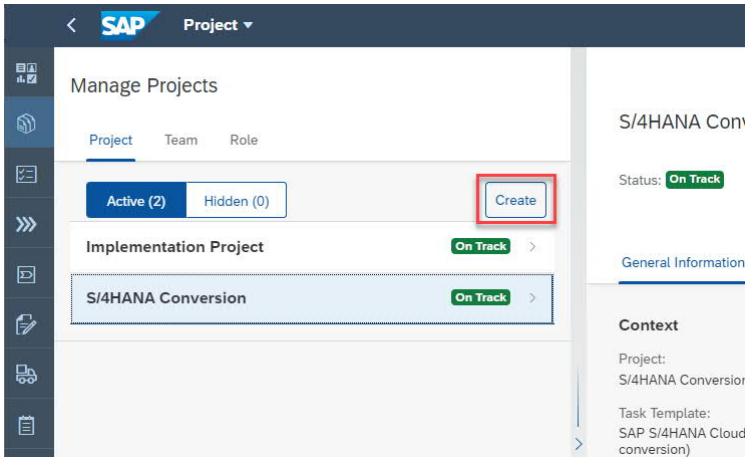


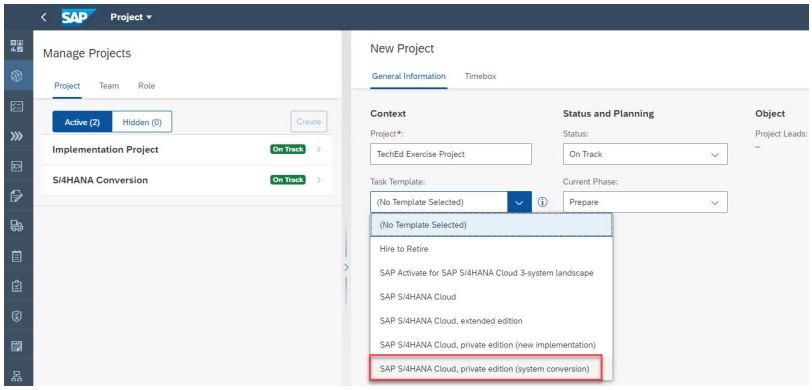
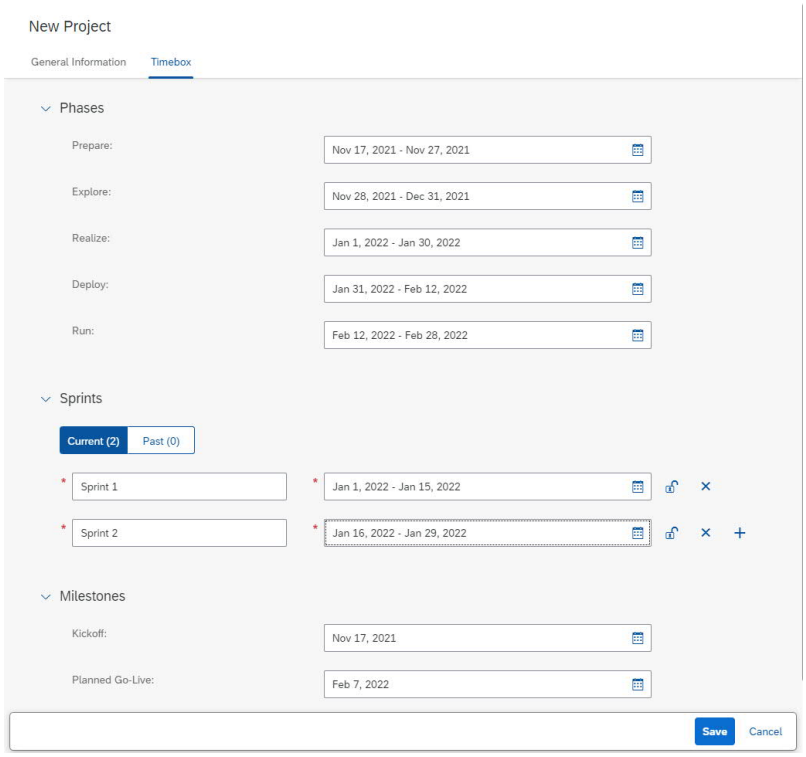
CHECK PROJECT PROGRESS IN OVERVIEW PAGE

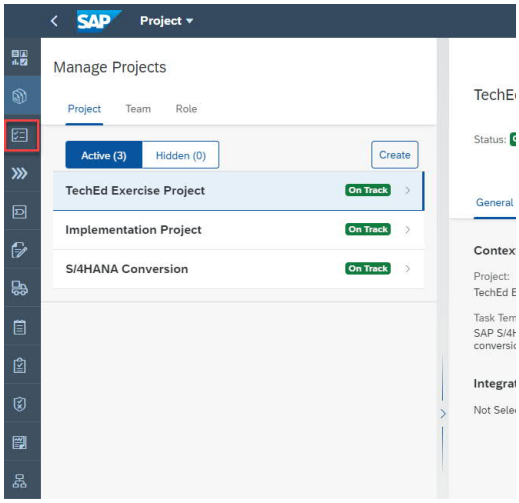
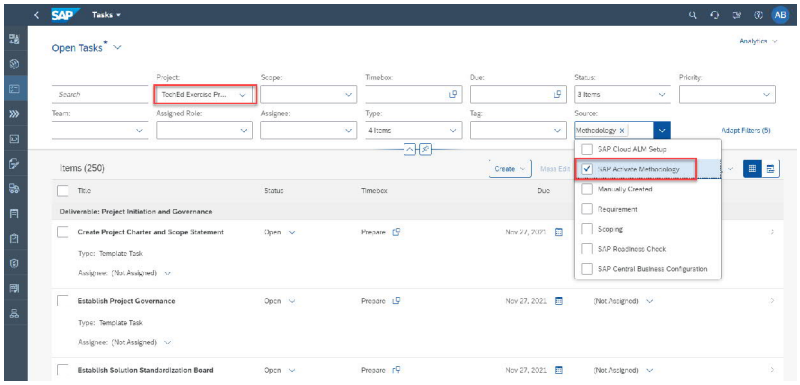
In the Overview application you get a real time view on the project status.

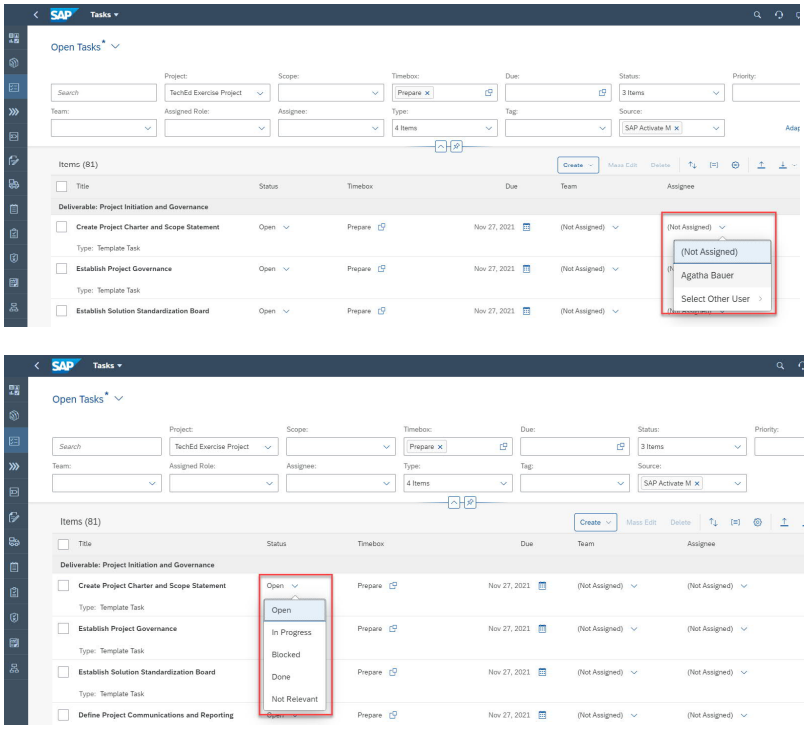
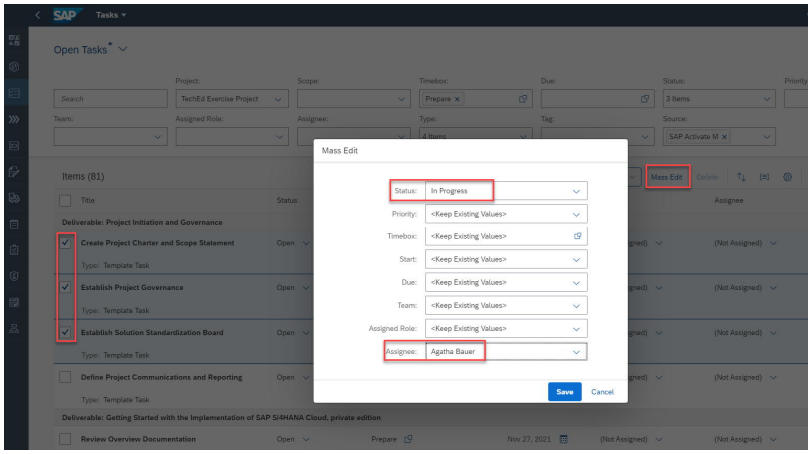


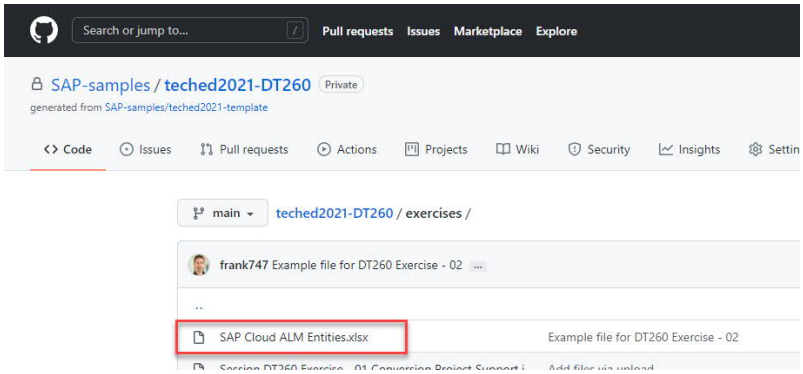
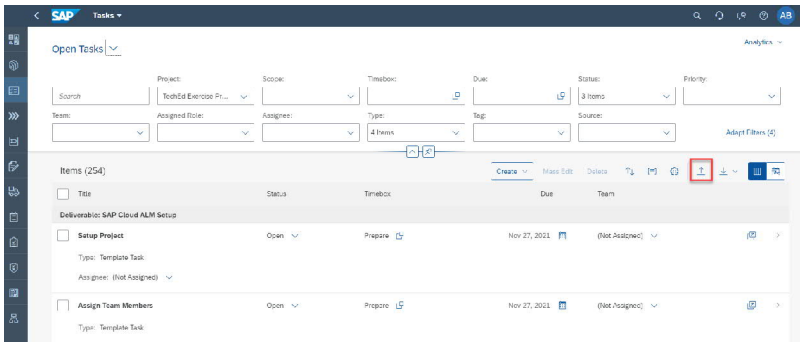
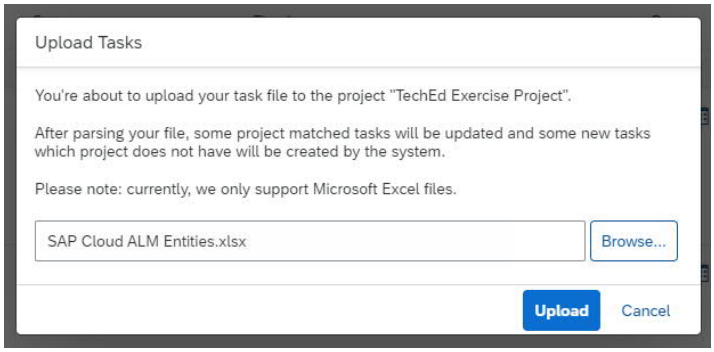
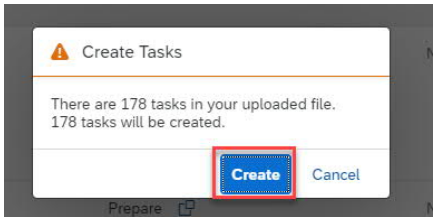
EXERCISE STEP BY STEP

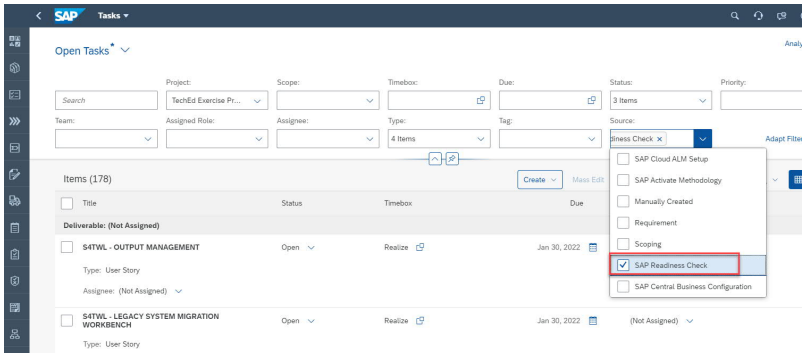
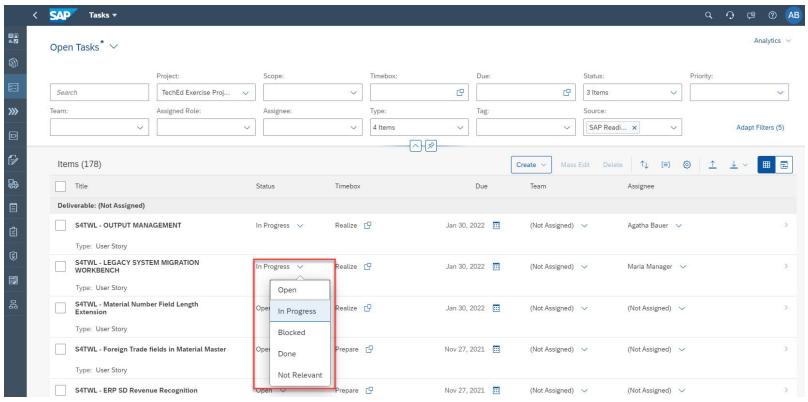
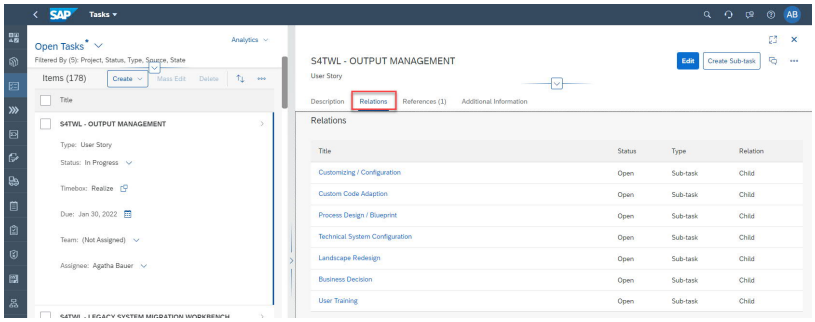
Explanation	Screenshot
1. Start the Projects Application by clicking on the tile.	
2. Start the creation of a new project by clicking on the “Create” button	

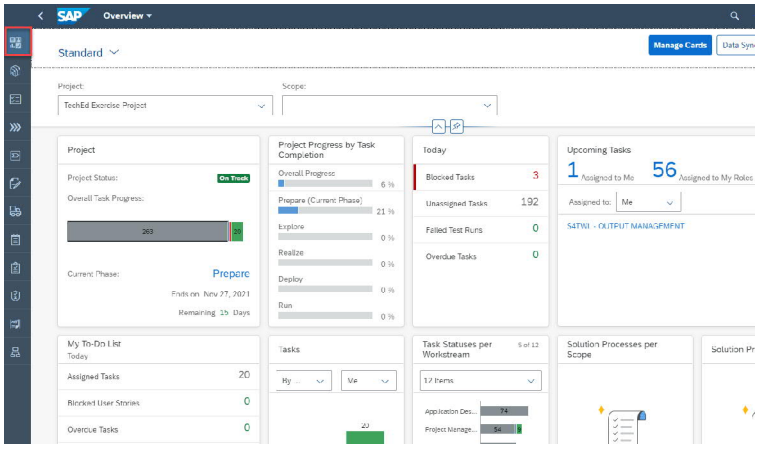
Explanation	Screenshot
3. On the “General Information” tab enter a project name (mandatory field) and select from the “Task Template” drop-down the “SAP S/4HANA Cloud private edition (system conversion)”. By this selection the SAP Activate tasks will be automatically added as template tasks to the project.	
4. On the “Timebox” tab enter the time ranges for the Phases and the dates for the Milestones. Optionally you can also create some Sprints in case you want to work agile within the Phases. Finally press the “Save” button to create your project.	

Explanation	Screenshot
5. Navigate to the Tasks application by clicking on the Tasks icon in the navigation bar on the left side.	
6. In the Tasks application you can find the created Template tasks by filtering for your Project (should already be pre-filled) and by setting the Source to “SAP Activate Methodology”	

Explanation	Screenshot
7. To assign tasks to a user or set the status you can either do this directly in the result list.	
8. Or you select several tasks and use the “Mass Edit” functionality to chance several tasks at once.	

Explanation	Screenshot
9. As preparation for the next steps, you need to download the “SAP Cloud ALM Entities.xlsx” file from the exercises folder of this TechEd Session Github repository: https://github.com/SAP-samples/teched2021-DT260/tree/main/exercises It is an example download file of an SAP Readiness Check.	
10. To upload the result of a Readiness Check into your project you need to use the task upload functionality within the Tasks application. Therefore, press the “Upload Tasks” button	
11. In the Upload Tasks pop-up select the file “SAP Cloud ALM Entities.xlsx” (which you downloaded in step 9) and press the “Upload” button	
12. In the second pop-up press the “Create” button to confirm that the User Stories and Sub-tasks from the uploaded file finally get created.	

Explanation	Screenshot
13. In the Tasks application you can find the created User Stories and Sub-tasks by filtering for your Project (should already be pre-filled) and by setting the Source to “SAP Readiness Check”	
14. Use the Tasks application to assign some of the User Stories to users and change its status.	
15. By navigating into a User Story, you can see the corresponding Sub-tasks in the “Relations” section.	

Explanation	Screenshot
16. Navigate to the Overview application by clicking on the Overview icon in the navigation bar on the left side. It provides a real time view of your project status.	

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