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Explore Solutions that enable an agile Transition to SAP S/4HANA

DT260

Exercises / Solutions: Simplification Item Management and Work Package Maintenance
Joerg Marenk / SAP SE

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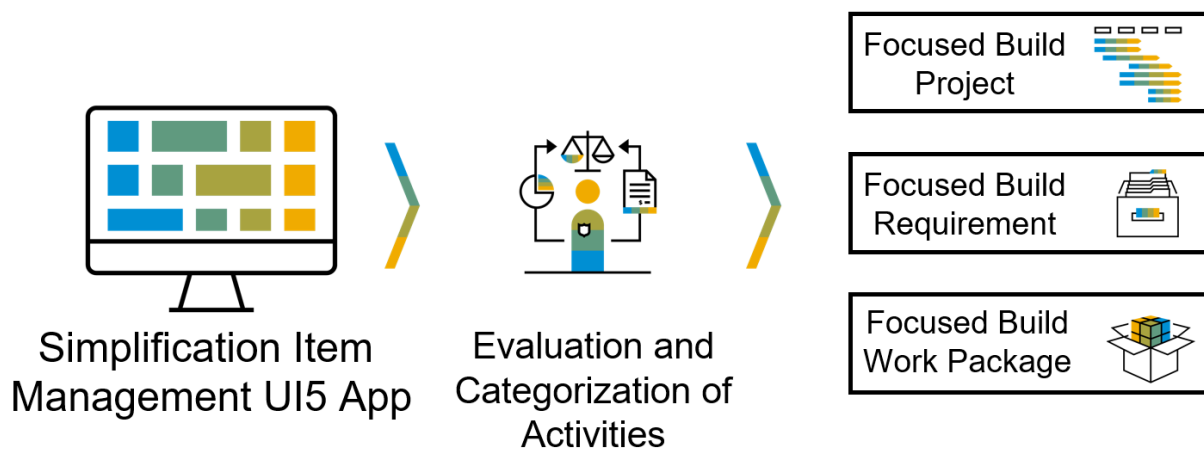
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In this exercise you will learn how to use different filter criteria in the Simplification Item Management Application to identify different Conversion Activities for which Requirements or Work Packages are created or Projects assigned. The Work Package will be enhanced with a functional specification for which the assignment to a business process step is required. Afterwards the Solution Readiness Dashboard will be refreshed

TRANSFER CONVERSION ACTIVITIES INTO FOCUSED BUILD ITEMS

In the Simplification Item Management users can benefit from various filter criteria to identify Conversion Activities, e.g. related to their area and depending on the desired timeframe. You will create one Requirement and assign an existing implementation project to different activities which need to take place before the Conversion Project starts.



CREATE REQUIREMENTS AND WORK PACKAGES AS FOLLOW-UP

As part of the Conversion Project there are also mandatory activities with regards to configuration and/or customizing that definitely need to be done. For those activities a Work Package is usually required as follow-up document. For optional or conditional activities a Requirement can be created to involve the business for approval or rejection.

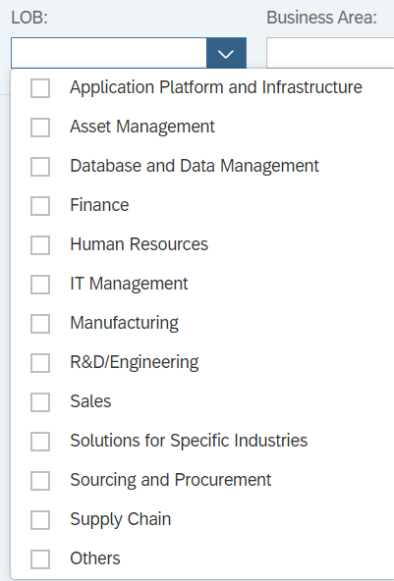
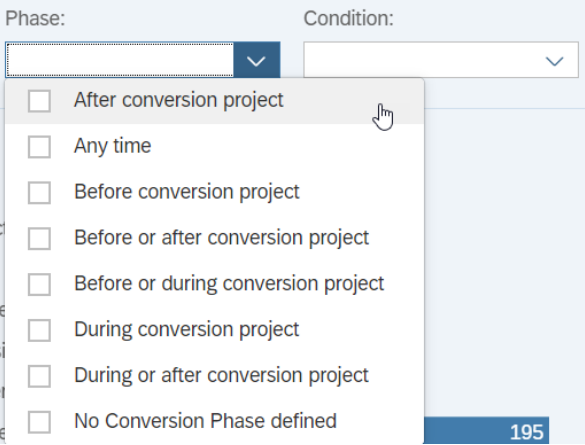
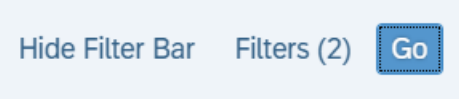

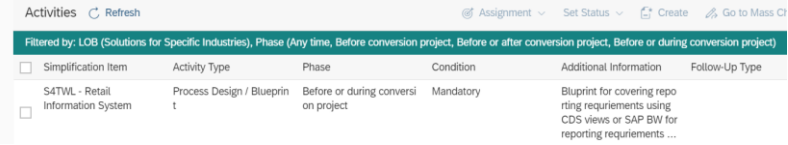
ENHANCE WORK PACKAGE

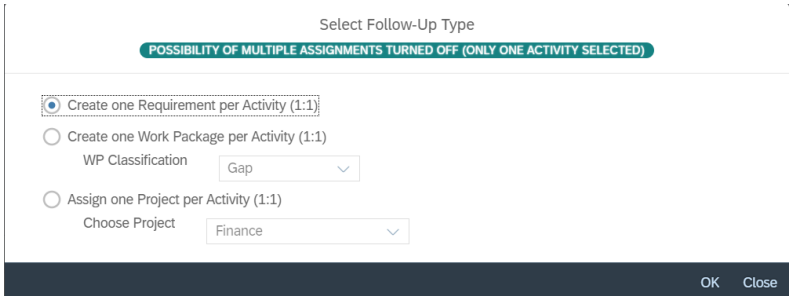

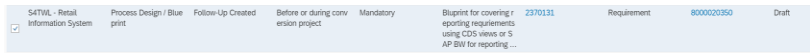

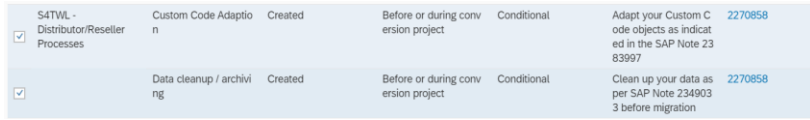
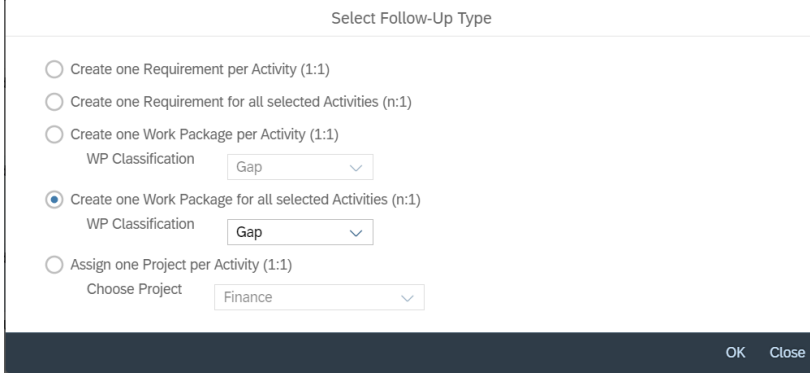

To the previously created Work Package you will add now documentation and decide how to spread the Work Package into Work Items which can be later assigned to developers for documenting their actions.

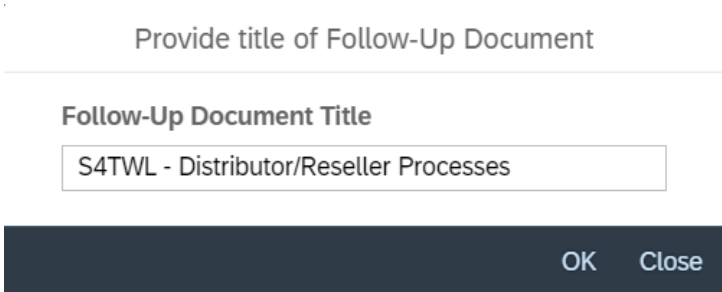


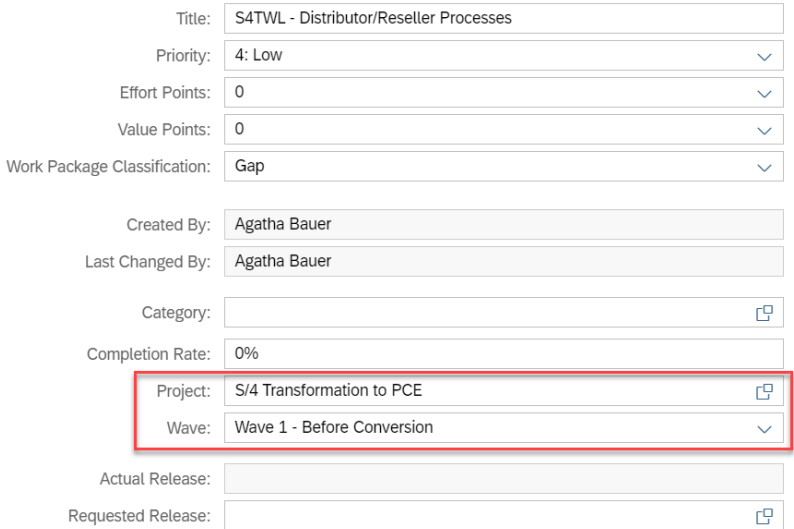
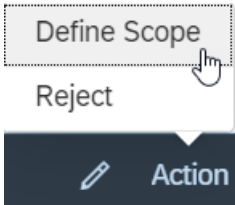
SOLUTION READINESS DASHBOARD

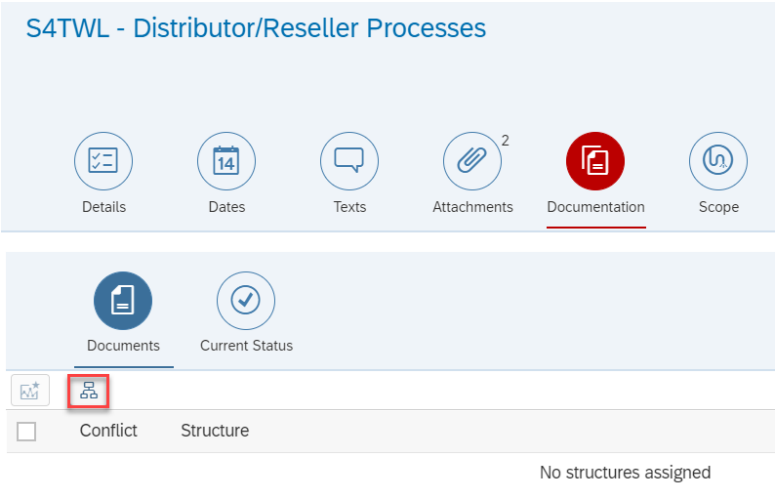
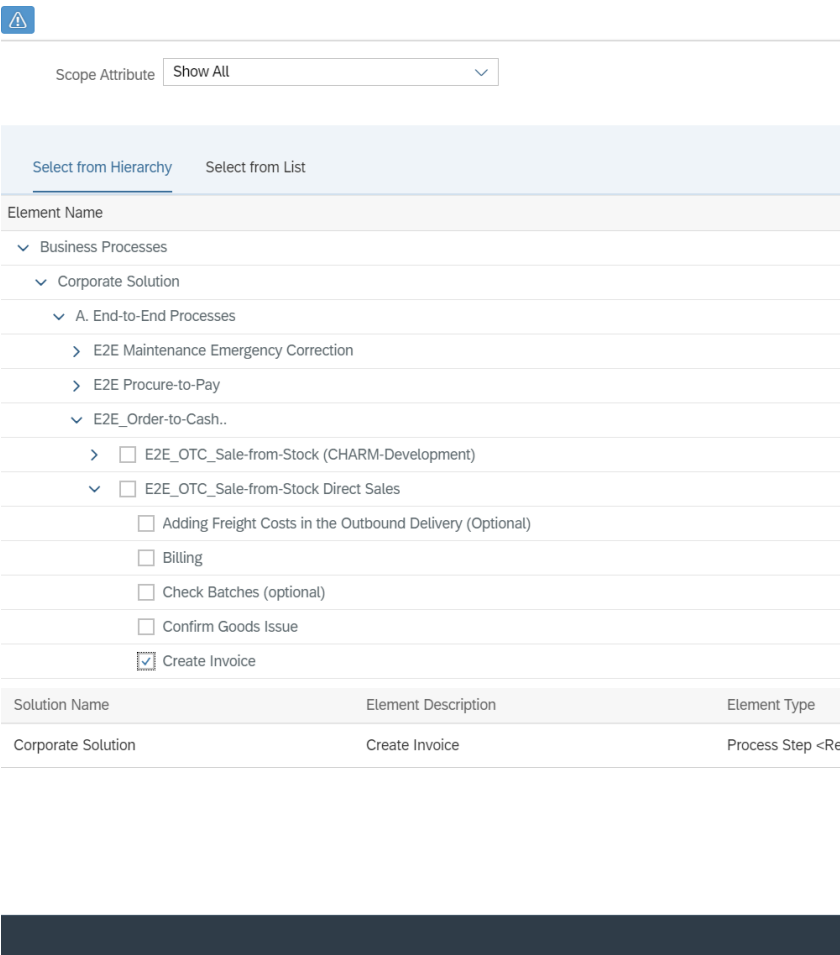
The new created Requirements and Work Packages are immediately visible in the Solution Readiness Dashboard which helps the Project Lead to keep the overview about the ongoing conversion project.

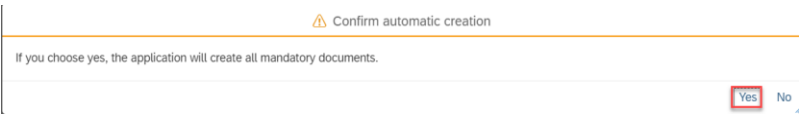
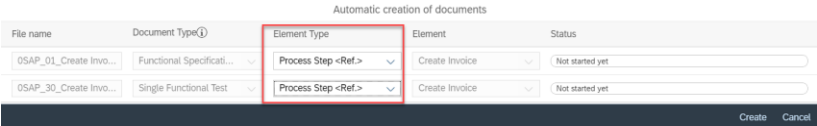
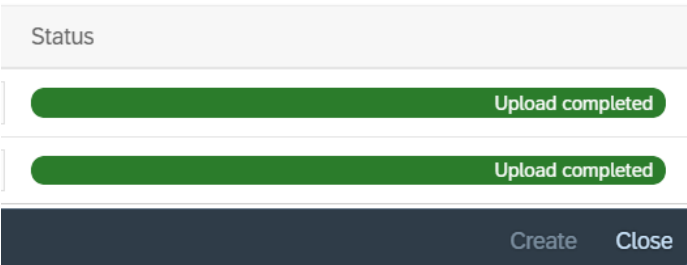
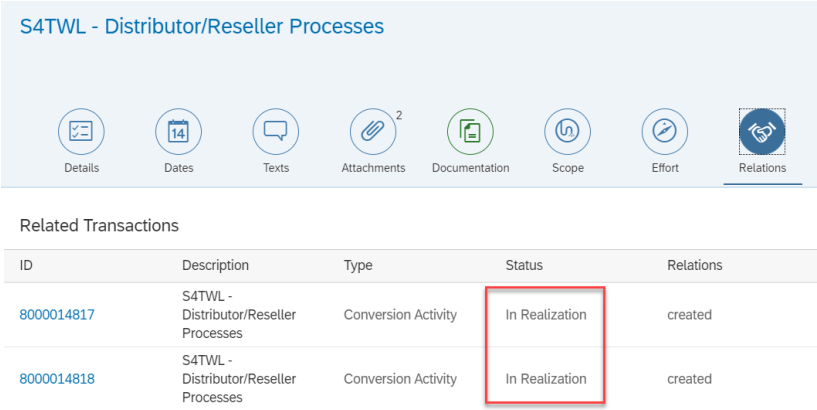
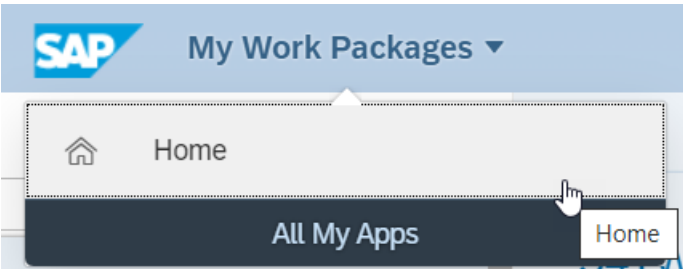
| Explanation | Screenshot | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|-------------|-------------------------|--|--|----------------------------|----------------------|--|--|----------------------------|----------------------|--|--|----------------------------|----------------------|--|--|----------------------------|----------------------|--|--|----------------------------|----------------------|--|--|----------------------------|----------------------|--|--|----------------------------|----------------------|--|--|----------------------------|----------------------|--|--|
| 1. Start the Simplification Item Management Application by clicking on the tile. | <div><div>Simplification Item Management</div><div>for System Conversion</div><div></div></div> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. Navigate to one of the Tched 2021 analysis already prepared by clicking on the “Open Simplification Items”-icon. | <div><div>Analysis</div><div><input type="text" value="Search by Analysis description"/></div><div><div>Upload</div><div></div></div></div> <table><thead><tr><th>Description</th><th>Date / Time of Download</th><th></th><th></th></tr></thead><tbody><tr><td>DT260 - Readiness Check #8</td><td>05.11.2021, 15:17:00</td><td></td><td></td></tr><tr><td>DT260 - Readiness Check #7</td><td>05.11.2021, 15:15:00</td><td></td><td></td></tr><tr><td>DT260 - Readiness Check #6</td><td>05.11.2021, 15:13:00</td><td></td><td></td></tr><tr><td>DT260 - Readiness Check #5</td><td>05.11.2021, 15:12:00</td><td></td><td></td></tr><tr><td>DT260 - Readiness Check #4</td><td>05.11.2021, 15:09:00</td><td></td><td></td></tr><tr><td>DT260 - Readiness Check #3</td><td>05.11.2021, 15:08:00</td><td></td><td></td></tr><tr><td>DT260 - Readiness Check #2</td><td>05.11.2021, 09:07:00</td><td></td><td></td></tr><tr><td>DT260 - Readiness Check #1</td><td>14.10.2021, 18:08:00</td><td></td><td></td></tr></tbody></table> | Description | Date / Time of Download | | | DT260 - Readiness Check #8 | 05.11.2021, 15:17:00 | | | DT260 - Readiness Check #7 | 05.11.2021, 15:15:00 | | | DT260 - Readiness Check #6 | 05.11.2021, 15:13:00 | | | DT260 - Readiness Check #5 | 05.11.2021, 15:12:00 | | | DT260 - Readiness Check #4 | 05.11.2021, 15:09:00 | | | DT260 - Readiness Check #3 | 05.11.2021, 15:08:00 | | | DT260 - Readiness Check #2 | 05.11.2021, 09:07:00 | | | DT260 - Readiness Check #1 | 14.10.2021, 18:08:00 | | |
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| DT260 - Readiness Check #6 | 05.11.2021, 15:13:00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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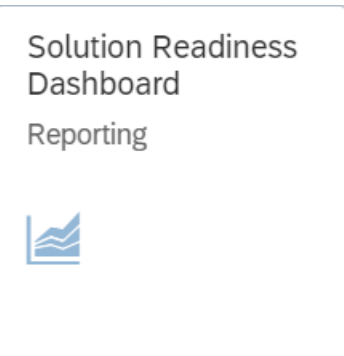
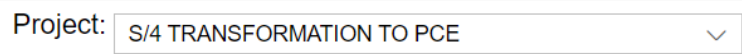
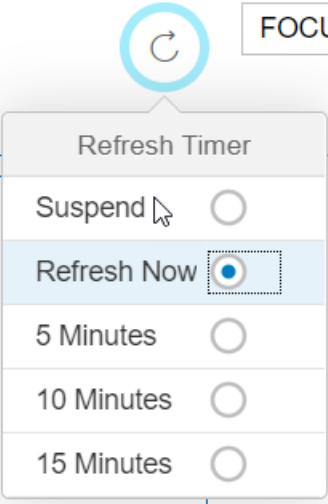
| Explanation | Screenshot |
|--|--|
| 3. Use the LOB-filter to filter for certain Activities, for example Sales or Supply Chain. |  |
| 4. In addition you can use additional filters like Phase or Condition. |  |
| 5. Click on Go to start the filter. |  |
| 6. After the filter were applied the graphical charts are adjusted and in the table view you will only find activities that match the chosen filter criteria. Select one activity and click on  Create |  |


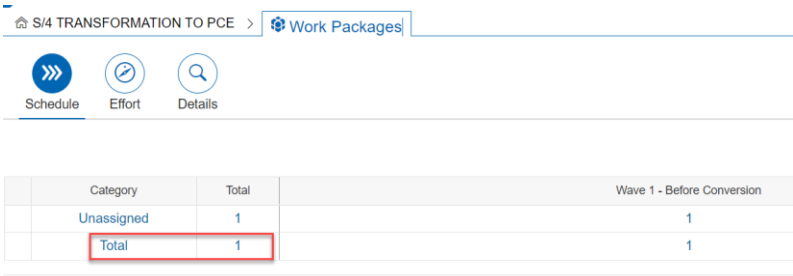
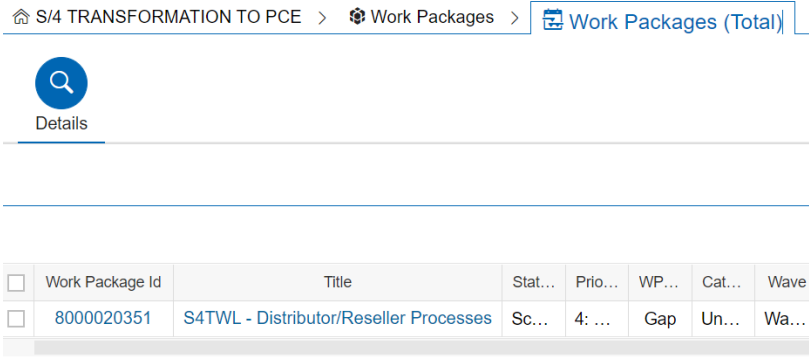
| Explanation | Screenshot |
|---|--|
| 7. In the opened popup, choose 'Create one Requirement per Activity'. Click on OK. |  |
| 8. In the next screen, you can leave everything as it is. Click on Save. |  |
| 9. You are guided back to the overview screen. For the chosen Activity, a Requirement has been created. |  |
| 10. Now select two activities and click on  Create |  |
| 11. In the opened popup, choose 'Create one Workpackage for all selected Activities (n:1)' and click on OK. |  |
| 12. In the next screen, click on Save. |  |

| Explanation | Screenshot |
|---|--|
| 13. A popup is opened where the title of the Follow-Up Document can be maintained. Leave it as it is and click on OK. |  |
| 14. You are guided back to the overview screen. For the two chosen Activities, a Work Package has been created. Click on the ID of the Work Package so that it is opened in the “My Work Packages” application. |  |
| 15. In the opened window, click on Edit. |  |
| 16. Maintain the project “S/4 Transformation to PCE” and Wave 1. Afterwards, click on Save. |  |
| 17. Click on Action – Define Scope. The status of the Work Package is changed to Scoping. |  |

| Explanation | Screenshot |
|--|---|
| 18. Switch to the Documentation tab and click on Assign Structure. |  |
| 19. Drill down to a process step (e.g. Create Invoice) and mark this step. Afterwards, click on Apply. |  |

| Explanation | Screenshot |
|---|--|
| 20. In the popup for the automatic document creation, press No. |  |
| 21. In the next screen, select the element type, for example "Process Step <Ref.>". Click on Create. |  |
| 22. After the creation was performed, click on Close. |  |
| 23. Go to the "Relations"-Tab. The related Conversion Activities have been automatically updated, the status is now "In Realization". |  |
| 24. Go back to the overview page of the Solution Manager Launchpad. |  |

| Explanation | Screenshot |
|---|---|
| 25. Open the Solution Readiness Dashboard from the Focused Build – Architect Group. |  |
| 26. Ensure that in the Project-Field the “S/4 Transformation to PCE”-project is chosen. |  |
| 27. Perform a Refresh of the Solution Readiness Dashboard so that the latest stage of the Project is available. |  |

| Explanation | Screenshot |
|--|--|
| 28. Check for the Work Packages tile and click on it. |  |
| 29. You get to the Work Package overview. Click on "Total" or the number to get to the Details-screen. |  |
| 30. In the Details-screen you should be able to find your previously created Work Package. |  |

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