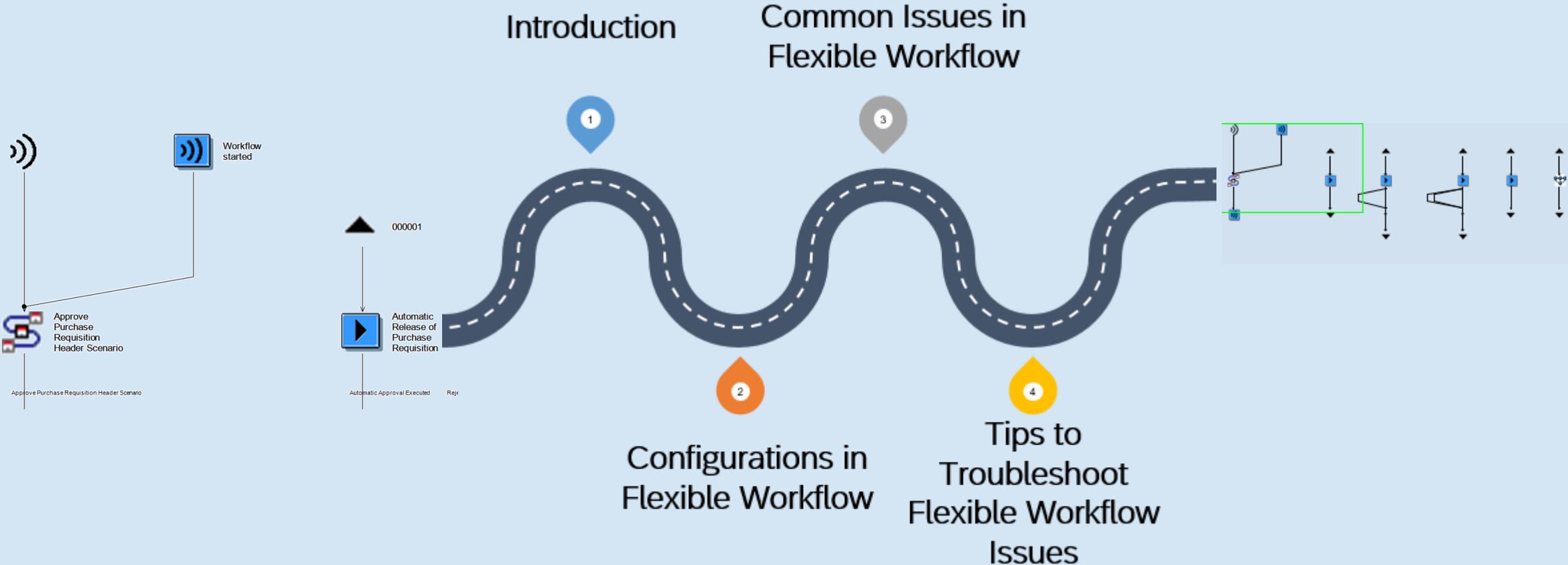


# Flexible Workflows in SAP S4 HANA

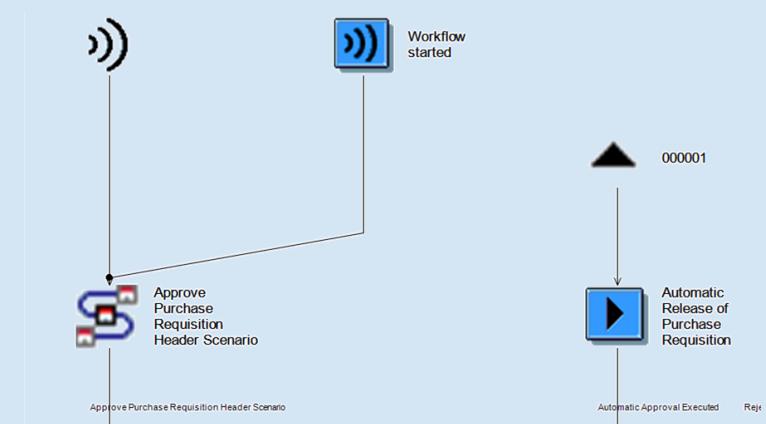


# Introduction to Flexible Workflow

Flexible workflows are primarily used for **approval processes** in SAP, such as purchase orders and requisitions. Unlike traditional workflows that work only on SAP GUI, flexible workflows provide modern capabilities and can be approved through:

- **SAP Fiori's web-based interface**
- **SAP Fiori mobile app**

**Key Difference:** Flexible workflows are exclusive to Fiori; they cannot be approved in both GUI and Fiori simultaneously.



# Configurations in Flexible Workflow

- Identify Workflow Number
- Open the Workflow Scenario
- Maintain Standard Settings
- Client-Specific Configurations
- Activate Workflow Scenario
- If Workflow is not Active in SWDD\_SCENARIO Do this Link Event Triggers
- If Agent Assignment is not Active in SWDD\_SCENARIO not Active Do
- Maintain Decision Options
- Custom Workflow in Fiori
- Final Step Activate the workflow in Fiori.

# Identify Workflow Number

Determine the workflow number based on purchase orders, requisitions, contracts, etc.

Process	WF	ASTEP ID	Task ID
Purchase order	WS00800238	19	TS00800531
Purchase Requisition	WS02000458	19	TS02000702
Contract	WS00800304	9	TS00800578
SES	WS00800321	10	TS00800593

# Open the Workflow Scenario

Use transaction code SWDD\_SCENARIO to note the Step ID and Task Number—these are critical for configuration.

SAP GUI screenshot showing the Change Scenario Editor for 'PurReqHeader'.

The scenario is titled "Overall release of Purchase Requisition" (Step ID 000019).

**Information Area:** Scenario WS02000458.

**Navigation Area:** Step 000019 is selected.

**Task:** Task ID TS02000702, Overall Release of purchase requisition.

**Step Name:** Overall release of Purchase Requisition.

**Step Classification:** Binding (Exists).

**Agents:** Expression &EXCLUDEDAGENTSLIST&, Excluded Agents List.

**Task Properties:** Agent Assignment, Background Processing, Task Complete, Confirm End of Processing.

**Result of Syntax Check:** Step Number 000000010, Message: Please specify a step classification.

# Maintain Standard Settings

Collaborate with the Basis team to ensure necessary settings are in place.

The screenshot shows the SAP Implementation Activities interface. The title bar includes 'Implementation Activities', 'Edit', 'Goto', 'Additional Information', 'Utilities', 'System', and 'Help'. Below the title bar is a toolbar with various icons. The main area is titled 'Display IMG' and shows the 'Existing BC Sets' tab selected. The 'Structure' tree view under 'Purchasing Area Determination' is expanded, showing several sub-items. One item, 'Maintain Standard Settings', is highlighted with a yellow background and a red border around its icon and text.

**Implementation Activities** Edit Goto Additional Information Utilities System Help

Display IMG

Existing BC Sets BC Sets for Activity Activated BC Sets for Activity Apply Filter

Structure

- Purchasing Area Determination
  - Purchasing Info Record
  - Sustainability
  - Source List
  - Quota Arrangement
  - RFQ and Quotation (SAP ERP)
  - Sourcing
  - Serial Numbers
  - Purchase Requisition
    - Define Document Types for Purchase Requisitions
    - Processing Time
    - Release Procedure
    - Flexible Workflow for Purchase Requisitions
      - **Maintain Standard Settings**
      - Client-Dependent Configuration
      - Scenario Activation
      - Activate Flexible Workflow for Purchase Requisitions
      - Manage Conditions to Restart Flexible Workflow for Purchase Requisitions
      - Definition of Conditions to Restart Flexible Workflow in PR
      - Activate Intelligent Approval of Purchase Requisitions
    - Define Screen Layout at Document Level
    - Copy Characteristic Values from the Purchasing Info Record
    - Activate object characteristics in Purchasing
    - Texts for Purchase Requisitions
    - Define Tolerance Limit for Archiving
    - Define Number Ranges for Purchase Requisitions
    - Define Configurations based on Purchase Requisition Origin
    - Define Mapping of Material Groups to Purchasing Group

# Maintain Standard Settings

Collaborate with the Basis team to ensure necessary settings are in place.

Auto-Customizing Edit Goto Extras System Help

SAP S/4HANA: Automatic Workflow Customizing

Redo Automatic Customizing Recheck Customizing Start Verification Workflow RFC Destination Info Check Event Linkages

**Edit Runtime Environment**

- Configure RFC Destination
- Edit System Administrator for Workflow
- Edit Active Plan Version
- Classify Decision Task as General
- Document Generation/Form Integration
- Edit Time Units
- Schedule Background Jobs SAP Business Workflow

**Edit Definition Environment**

**Edit Additional Settings and Services**

**Classify Tasks as General**

**Edit Runtime Environment**

**Component**

SAP\_BASIS: SAP Business Workflow/WebFlow

**Execution**

Automatic/Manual

**Function**

The activities performed in this section must be executed so that workflows can be executed.

When you choose *Perform Automatic Workflow Customizing*, only those activities that currently have the status *error* are executed automatically.

The following activities can be performed automatically:

- Configure RFC destination
- Maintain system administrator for workflow
- Maintain active plan variant

Log Entry Execution Date Ti User Name Software component Activity

# Client-Specific Configurations

Map the task number from the flexible workflow to your specific requirements

The screenshot shows the SAP Fiori interface for 'Display IMG'. The top navigation bar includes 'Implementation Activities', 'Edit', 'Goto', 'Additional Information', 'Utilities', 'System', and 'Help'. Below the navigation is a toolbar with various icons. The main area is titled 'Display IMG' and shows a breadcrumb trail: 'Existing BC Sets' > 'BC Sets for Activity' > 'Activated BC Sets for Activity'. There are buttons for 'Apply Filter', 'Change Log', 'Compare', and 'Where'. On the left, there's a 'Structure' tree view with the following items:

- Purchasing Area Determination
- Purchasing Info Record
- Sustainability
- Source List
- Quota Arrangement
- RFQ and Quotation (SAP ERP)
- Sourcing
- Serial Numbers
- Purchase Requisition**
  - Define Document Types for Purchase Requisitions
  - Processing Time
  - Release Procedure
  - Flexible Workflow for Purchase Requisitions**
    - Maintain Standard Settings
    - Client-Dependent Configuration** (highlighted with a red border and yellow background)
    - Scenario Activation
    - Activate Flexible Workflow for Purchase Requisitions
    - Manage Conditions to Restart Flexible Workflow for Purchase Requisitions
    - Definition of Conditions to Restart Flexible Workflow in PR
    - Activate Intelligent Approval of Purchase Requisitions
    - Define Screen Layout at Document Level
    - Copy Characteristic Values from the Purchasing Info Record
    - Activate object characteristics in Purchasing
    - Texts for Purchase Requisitions
    - Define Tolerance Limit for Archiving

# Client-Specific Configurations

Map the task number from the flexible workflow to your specific requirements

The screenshot shows the SAP NetWeaver Business Client interface with the title bar "Change Visualization Metadata for Work Items and Objects". The toolbar includes standard icons for Metadata, Edit, Goto, System, and Help. Below the toolbar is a toolbar with various icons for file operations like Open, Save, Print, and Filter. The main area has tabs for "Task" and "Object/Method", with "Task" selected. A message bar at the top right says "NWBC Workflow Inbox in SAP NetWeaver Business Client". The main content area is a table with columns "Task", "Visualization Type", and "Param...". The "Task" column lists several task numbers: TS00800462, TS00800531, TS00800547, TS00800548, TS00800607, TS02000677, TS02000678, TS02000687, TS02000702, TS02000714, and TS02000734. Each row has a yellow icon in the "Visualization Type" column.

Task	Visualization Type	Param...
TS00800462		
TS00800531		
TS00800547		
TS00800548		
TS00800607		
TS02000677		
TS02000678		
TS02000687		
TS02000702		
TS02000714		
TS02000734		

# Activate Workflow Scenario

Activate the workflow scenario and validate it with the “Check” button.

Screenshot of the SAP Fiori interface for activating a workflow scenario:

The top navigation bar includes: Implementation Activities, Edit, Goto, Additional Information, Utilities, System, Help.

The toolbar contains: Checkmark icon, dropdown menu, back/forward arrows, search, print, copy, paste, etc.

The main title is **Display IMG**.

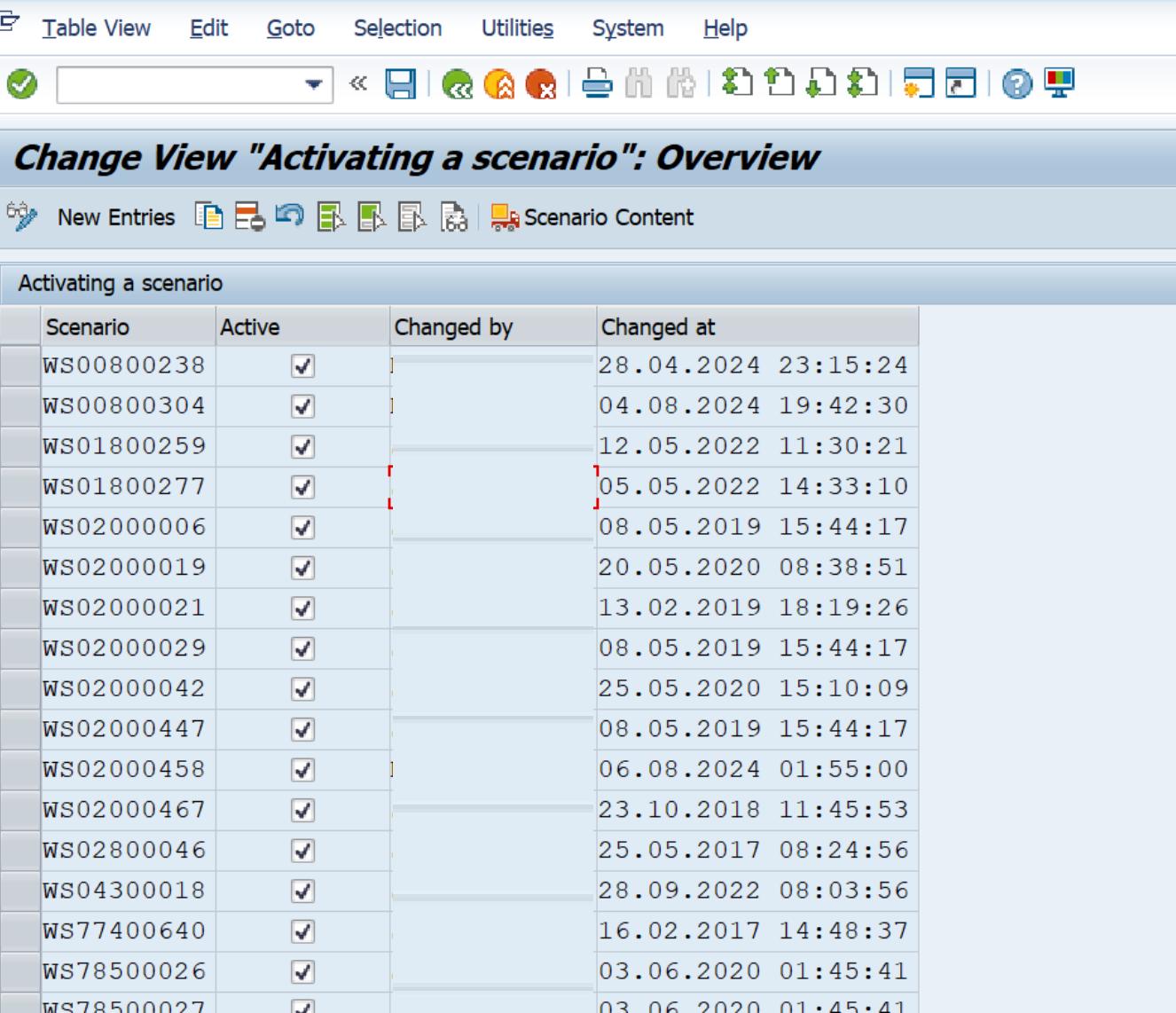
Filter options: Existing BC Sets, BC Sets for Activity, Activated BC Sets for Activity, Apply Filter, Change Location.

The Structure tree shows the following hierarchy:

- Purchasing Area Determination
- Purchasing Info Record
- Sustainability
- Source List
- Quota Arrangement
- RFQ and Quotation (SAP ERP)
- Sourcing
- Serial Numbers
- Purchase Requisition
  - Define Document Types for Purchase Requisitions
  - Processing Time
  - Release Procedure
  - Flexible Workflow for Purchase Requisitions
    - Maintain Standard Settings
    - Client-Dependent Configuration
    - Scenario Activation** (highlighted with a red border and yellow background)
    - Activate Flexible Workflow for Purchase Requisitions
    - Manage Conditions to Restart Flexible Workflow for Purchase Requisitions
    - Definition of Conditions to Restart Flexible Workflow in PR
    - Activate Intelligent Approval of Purchase Requisitions
    - Define Screen Layout at Document Level
    - Copy Characteristic Values from the Purchasing Info Record
    - Activate object characteristics in Purchasing

# Activate Workflow Scenario

Activate the workflow scenario and validate it with the “Check” button.



The screenshot shows a software interface with a menu bar at the top containing "Table View", "Edit", "Goto", "Selection", "Utilities", "System", and "Help". Below the menu is a toolbar with various icons, including a checkmark, a dropdown arrow, and several document-related symbols. The main area is titled "Change View "Activating a scenario": Overview". Underneath this title is a toolbar with icons for "New Entries", "Scenario Content", and other navigation options. The main content is a table titled "Activating a scenario" with the following columns: "Scenario", "Active", "Changed by", and "Changed at". The table lists 27 rows of data, each representing a scenario with its ID, an active status (indicated by a checked checkbox), a user who last changed it, and the timestamp of the change. The data is as follows:

Scenario	Active	Changed by	Changed at
WS00800238	<input checked="" type="checkbox"/>		28.04.2024 23:15:24
WS00800304	<input checked="" type="checkbox"/>		04.08.2024 19:42:30
WS01800259	<input checked="" type="checkbox"/>		12.05.2022 11:30:21
WS01800277	<input checked="" type="checkbox"/>		05.05.2022 14:33:10
WS02000006	<input checked="" type="checkbox"/>		08.05.2019 15:44:17
WS02000019	<input checked="" type="checkbox"/>		20.05.2020 08:38:51
WS02000021	<input checked="" type="checkbox"/>		13.02.2019 18:19:26
WS02000029	<input checked="" type="checkbox"/>		08.05.2019 15:44:17
WS02000042	<input checked="" type="checkbox"/>		25.05.2020 15:10:09
WS02000447	<input checked="" type="checkbox"/>		08.05.2019 15:44:17
WS02000458	<input checked="" type="checkbox"/>		06.08.2024 01:55:00
WS02000467	<input checked="" type="checkbox"/>		23.10.2018 11:45:53
WS02800046	<input checked="" type="checkbox"/>		25.05.2017 08:24:56
WS04300018	<input checked="" type="checkbox"/>		28.09.2022 08:03:56
WS77400640	<input checked="" type="checkbox"/>		16.02.2017 14:48:37
WS78500026	<input checked="" type="checkbox"/>		03.06.2020 01:45:41
WS78500027	<input checked="" type="checkbox"/>		03.06.2020 01:45:41

# Activate for required doc type

Implementation Activities   Edit   Goto   Additional Information   Utilities   System   Help

Display IMG

Existing BC Sets   BC Sets for Activity   Activated BC Sets for Activity   Apply Filter   Change I

Structure

- \* Purchasing Area Determination
- ▶ Purchasing Info Record
- ▶ Sustainability
- ▶ Source List
- ▶ Quota Arrangement
- ▶ RFQ and Quotation (SAP ERP)
- ▶ Sourcing
- ▶ Serial Numbers
- Purchase Requisition
  - \* Define Document Types for Purchase Requisitions
  - \* Processing Time
  - ▶ Release Procedure
  - Flexible Workflow for Purchase Requisitions
    - \* Maintain Standard Settings
    - \* Client-Dependent Configuration
    - \* Scenario Activation
    - \* Activate Flexible Workflow for Purchase Requisitions
    - \* Manage Conditions to Restart Flexible Workflow for Purchase Requisitions
    - \* Definition of Conditions to Restart Flexible Workflow in PR
    - \* Activate Intelligent Approval of Purchase Requisitions
  - \* Define Screen Layout at Document Level
  - \* Copy Characteristic Values from the Purchasing Info Record
  - \* Activate object characteristics in Purchasing
  - \* Texts for Purchase Requisitions

# Activate for required doc type

Table View Edit Goto Selection Utilities System Help

Position... Entry 1 of 18

Document Types Purchase requisition Change

Type Doc. Type Descript. OvRelP... S.

FO	Framework Requisn	<input type="checkbox"/>	<input type="checkbox"/>
NB	Purchase Requisition	<input type="checkbox"/>	<input type="checkbox"/>
RV	Outl. Agmt Requisn	<input type="checkbox"/>	<input type="checkbox"/>
ZEXT	External Pur Req	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ZFIN	Finance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ZHRM	Human Resources	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ZIAD	Internal audit	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ZIPJ	Internal RMS Project	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ZITT	Information Techgy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ZLOG	Logistics	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ZPRC	Procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ZQNT	Quantification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

# If Workflow is not Active in SWDD\_SCENARIO Do this Link Event Triggers

Make sure both these are green

SAP GUI screenshot showing the Change Scenario Editor for 'PurReqHeader' scenario.

The scenario details are as follows:

- Scenario: WS02000458
- Description: Overall Release of Purchase Requisition
- Scenario Type: Standard
- Leading Object: PURCHASEQUISITION
- related SAP Object Node Type: PurchaseRequisition
- related SAP Object Type: PurchaseRequisition
- related CDS View: I\_PURCHASEREQN

The Workflow Start Events section shows a row with the following data:

Object Type	Event of the object
CL_MM_PUR_WF_OBJECT_PR	SUBMITTED_FOR_APPROVAL

A red circle highlights the 'Object Type' column in the workflow start events table.

The status bar at the bottom indicates a syntax check error:

Result of Syntax Check

Step Number	Message
0000000019	! Task 'TS02000702' has no agent assignment

# If Workflow is not Active in SWDD\_SCENARIO Do this Link Event Triggers

Make sure both these are green, If its not go to SWE2 add here

Table View Edit Goto Selection Utilities System Help

SWE2

Change View "Event Type Linkages": Overview

New Entries

Object Category	Obj. Type	Event	Receiver Type	Type linkage a...	Enable event ...	Status
CL ABAP Class	CL_MMIM_MATDOC_EVENT	CREATED	LEANSERVICESTATUSES	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_MMIM_MATDOC_EVENT	CREATED	MAINTPROCUREMENTMILE...	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_ML_FTXT_SI_CATALOGITEMPROPOSALR	SIT_V_1.0		<input checked="" type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_OBJECT_SL	CHANGED	DRF4CIC	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_OBJECT_SL	CREATED	DRF4CIC	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_OBJECT_SL	DELETED	DRF4CIC	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_WF_OBJECT	SUBMITTED_FOR_APPROV_WS00800346		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_WF_OBJECT	SUBMITTED_FOR_APPROV_WS00800304		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_WF_OBJECT	CHANGED	LEANSERVICESTATUSES	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_WF_OBJECT	CREATED	LEANSERVICESTATUSES	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_WF_OBJECT	CREATED	MAINTPROCUREMENTMILE...	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_WF_OBJECT	SUBMITTED_FOR_APPROV_WS00800238		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_WF_OBJECT	SUBMITTED_FOR_APPROV_WS02000458		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_WF_OBJECT	CHANGED	LEANSERVICESTATUSES	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_MM_PUR_WF_OBJECT	CREATED	LEANSERVICESTATUSES	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_PAYMENT_PROPOSAL	CREATED	WS23200018	<input type="checkbox"/>	<input type="checkbox"/>	0 No errors
CL ABAP Class	CL_PAYMENT_PROPOSAL	CREATED	WS90000004	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0 No errors

Position... Entry 891 of 936

# If Workflow is not Active in SWDD\_SCENARIO Do this Link Event Triggers

Make sure both these are green, If its not go to SWE2 add here

Table View Edit Goto Selection Utilities System Help

New Entries

Change View "Event Type Linkages": Details

Object Category: CL ABAP Class  
Object Type: CL\_MM\_PUR\_WF\_OBJECT\_PR  
Event: SUBMITTED\_FOR\_APPROVAL  
Receiver Type: WS02000458

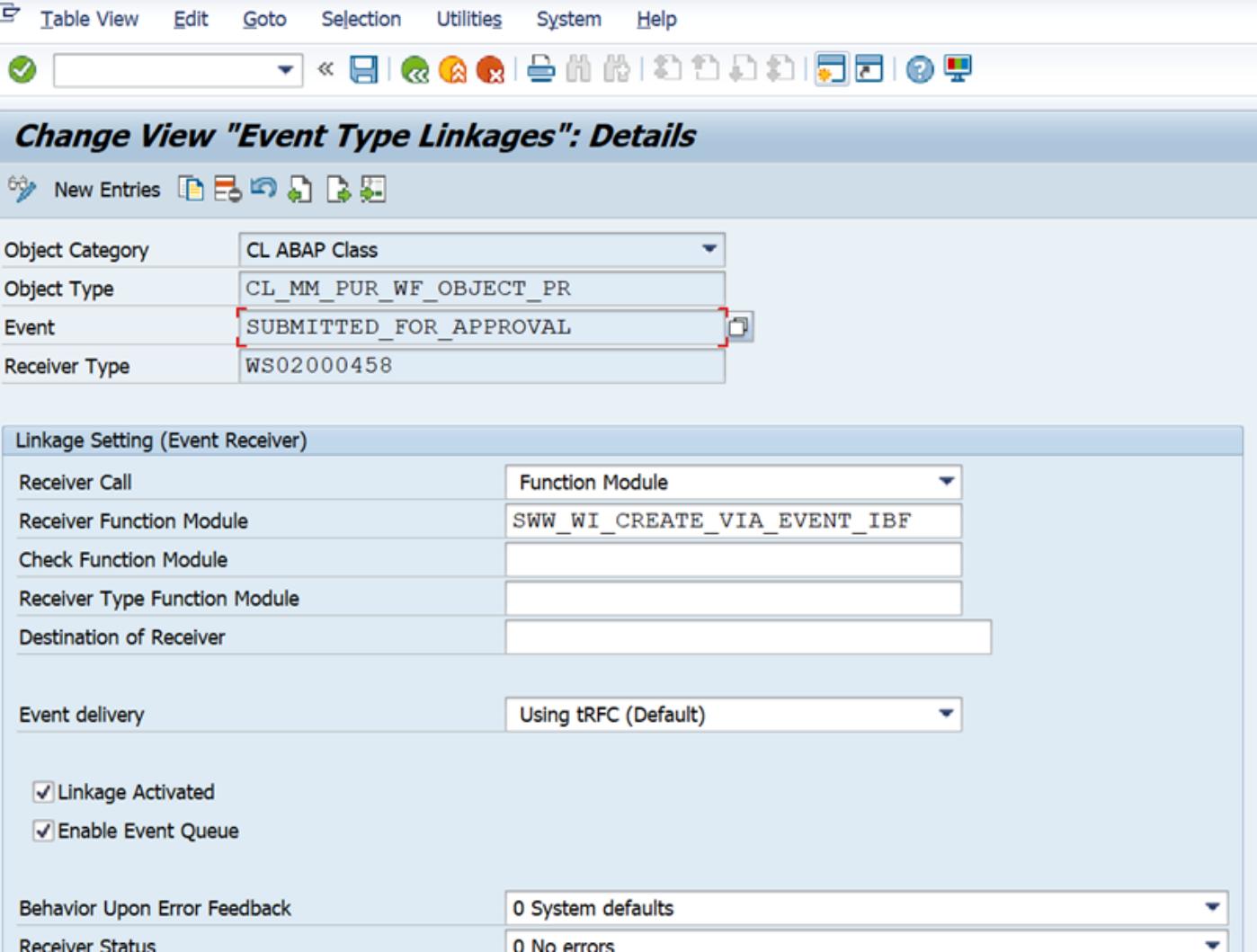
Linkage Setting (Event Receiver)

Receiver Call: Function Module  
Receiver Function Module: SWW\_WI\_CREATE\_VIA\_EVENT\_IBF  
Check Function Module:  
Receiver Type Function Module:  
Destination of Receiver:

Event delivery: Using tRFC (Default)

Linkage Activated  
 Enable Event Queue

Behavior Upon Error Feedback: 0 System defaults  
Receiver Status: 0 No errors



# If Workflow agent is not Active in SWDD\_SCENARIO go to oocu

Make sure these are green, If its not go to oocu add here

The screenshot shows the SAP Change Scenario Editor interface for a scenario named 'WS02000458'. The scenario context is 'Workflow Container'. The step being edited is '000019 Overall release of Purchase Requisition'. The 'Task Properties' section is highlighted with red circles around two specific items:

- Agent Assignment**: A yellow icon with a blue diamond.
- Task Complete**: A green square icon.

Below these icons, there are additional options: **Background Processing** (blue diamond) and **Confirm end of Processing** (green diamond). The 'Task description - click here to go to task...' field is also visible.

**Information Area:**  
Scenario WS02000458  
Navigation Area

**Change Scenario Editor - 'PurReqHeader'**

**Task Properties:**

- Agent Assignment (Yellow icon)
- Task Complete (Green icon)
- Background Processing (Blue icon)
- Confirm end of Processing (Green icon)

**Result of Syntax Check:**

Step Number	Message
0000000019	! Task 'TS02000702' has no agent assionment

# If Workflow agent is not Active in SWDD\_SCENARIO go to oocu

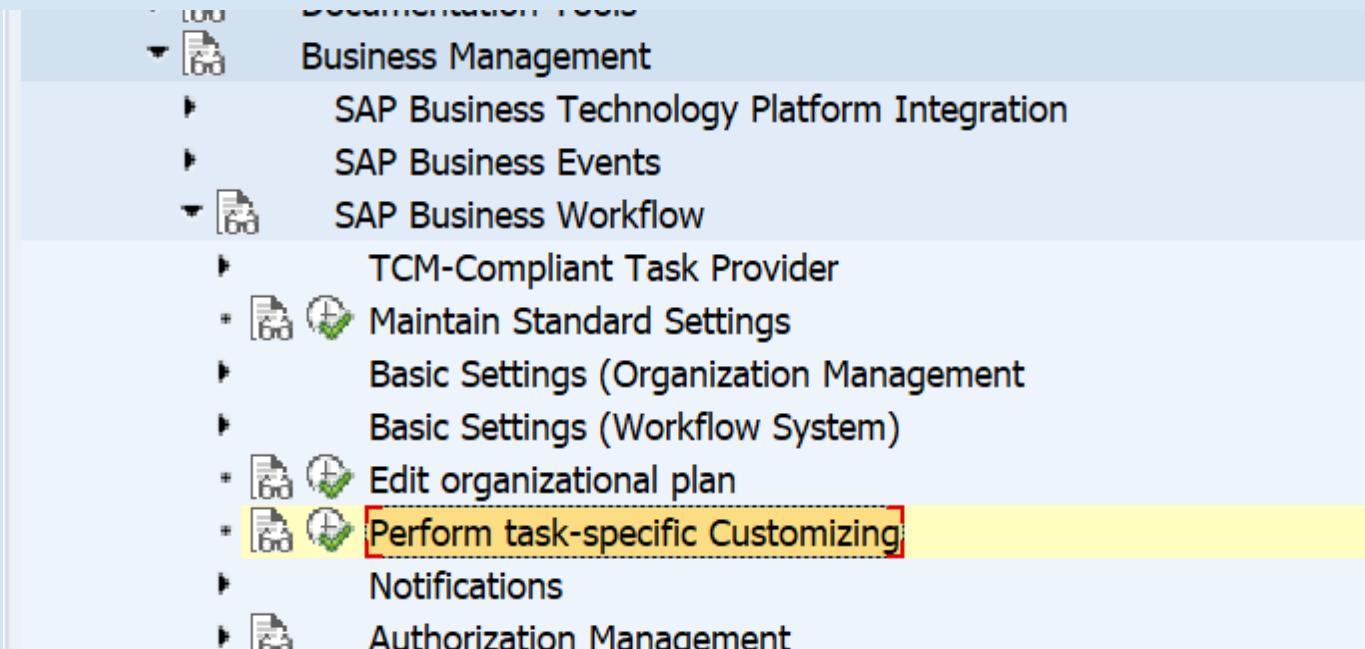
Make sure these are green, If its not go to oocu add here

The screenshot shows the SAP Implementation Guide (IMG) structure. The main menu at the top includes: Implementation Activities, Edit, Goto, Additional Information, Utilities, System, and Help. Below the menu is a toolbar with various icons. The title bar says "Display IMG". The navigation bar contains: Existing BC Sets, BC Sets for Activity, Activated BC Sets for Activity, Apply Filter, Change Log, and Compare. The "Structure" section displays a tree view of SAP components:

- SAP Customizing Implementation Guide
  - Commercial Project Management
  - Activate Business Functions (highlighted with a green checkmark)
  - Conversion of Accounting to SAP S/4HANA
- ABAP Platform
  - SAP Gateway Service Enablement
  - SAP Gateway
  - Notification Channel
  - Enterprise Event Enablement
  - UI Technologies
  - General settings (highlighted with a green checkmark)
  - Mobile Infrastructure
  - Business Warehouse
  - Business Planning and Consolidation
- Application Server
  - Installation Services
  - Basis Services
  - SAP Query
  - System Administration
  - Front-End Services
  - Documentation Tools
  - Business Management
    - SAP Business Technology Platform Integration
    - SAP Business Events
  - SAP Business Workflow
    - TCM-Compliant Task Provider
    - Maintain Standard Settings (highlighted with a green checkmark)
    - Basic Settings (Organization Management)

# If Workflow agent is not Active in SWDD\_SCENARIO go to oocu

Make sure these are green, If its not go to oocu add here



# If Workflow agent is not Active in SWDD\_SCENARIO go to oocu

Make sure these are green, If its not go to oocu add here

Application Component Abbreviation	Application Component Description	Agent Assignment	Event Linkage
TR	Treasury		
CO	Controlling		
IM	Investment Management		
EC	Enterprise Controlling		
RE	Real Estate Management		
ICM	Incentive and Commission Management (ICM)		
LO	Logistics - General		
SD	Sales and Distribution		
MM	Materials Management		
MM-CBP	Consumption-Based Planning (See Also PP-)		
MM-PUR	Purchasing		
MM-PUR-CNF	Supplier Confirmation on S/4HANA		
MM-PUR-ANA	S/4HANA Procurement Analytics		
MM-PUR-IHS	Item Hierarchies Selection Reusable Comp		
MM-PUR-SPQ	Sourcing Project/Quotation		
MM-PUR-MPS	Master Product Specification		
MM-PUR-RPL	Replenishment		
MM-PUR-ADB	Adobe Document Services in Purchasing		
MM-PUR-GF	Basic Functions		
MM-PUR-VM	Vendor-Material Relationships and Condit		
MM-PUR-SQ	Sources of Supply		
MM-PUR-RFQ	RFQ/Quotation		
MM-PUR-OA	Vendor Outline Agreements		
MM-PUR-REQ	Purchase Requisitions		
MM-PUR-PO	Purchase Orders		
MM-PUR-FIP	Perishables Procurement		
MM-PUR-OPT	Optimization in Purchasing		

# If Workflow agent is not Active in SWDD\_SCENARIO go to oocu

Assign agents based on material management and purchase order types.

Ensure tasks are marked as General Tasks

SAP GUI Application - Agent assignment

Tasks of an Application Component: Assign Agents

Attributes... Org. assignment

Name	ID	General or Background Task	Task Version	Assigned as of	Assigned until
Purchase Requisitions	FA MM-PUR-REQ				
• Release PReq header in background	TS 00800425	Background task		01.01.1900	Unlimited
• Release PReq item in background	TS 00800488	Background task		01.01.1900	Unlimited
• Overall release of requisition	TS 00800547	General Task		01.01.1900	Unlimited
• Release PR Item	TS 00800548			01.01.1900	Unlimited
• Overall Release of Reworkable PR	TS 01800239			01.01.1900	Unlimited
• Rework PR	TS 01800240			01.01.1900	Unlimited
• Release of Reworkable PR Item	TS 01800241			01.01.1900	Unlimited
• Rework PR Item	TS 01800242			01.01.1900	Unlimited
• Review Workflow of Purchase Requisition	TS 01800285			01.01.1900	Unlimited
• Review Workflow of PR Item	TS 01800286			01.01.1900	Unlimited
• Automatic Release of PurchaseRequisition	TS 02000701	Background task		01.01.1900	Unlimited
• Overall Release of purchase requisition	TS 02000702	Background task		01.01.1900	Unlimited
• Auto Release of Purchase Requisition Item	TS 02000713	Background task		01.01.1900	Unlimited
• Release Purchase Requisition item	TS 02000714	Background task		01.01.1900	Unlimited
• Overall Release of Purchase Requisition	WS 00800157			01.01.1900	Unlimited
• Release of Purchase Requisition Item	WS 00800173			01.01.1900	Unlimited
• MMPUR_SSP_OCI_PROPOSAL	WS 02000381			01.01.1900	Unlimited
• Overall Release of Purchase Requisition	WS 02000458			01.01.1900	Unlimited
• Release of Purchase Requisition Item	WS 02000471			01.01.1900	Unlimited

Task:

General Task

General forwarding allowed

General forwarding not allowed

Forwarding not allowed

Classification: NO\_CLASS Not classif.

Locked for instantiation

Locked against execution

Transfer

# If Workflow agent is not Active in SWDD\_SCENARIO go to oocu

Now its green

SAP GUI screenshot showing the Change Scenario Editor - 'PurReqHeader' interface.

The scenario is WS02000458, step 000019, Overall release of Purchase Requisition.

The Task field contains TS02000702, Overall Release of purchase requisition.

The Step Name is Overall release of Purchase Requisition.

The Step Classification is Binding (Exists).

The Agents section shows an Expression field and an Excluded field containing &EXCLUDEDAGENTSLIST&.

The Task Properties section is circled in red and includes Agent Assignment, Background Processing, Task Complete, and Confirm End of Processing.

The Task description - click here to go to task... is displayed at the bottom.

The Result of Syntax Check table is shown at the bottom.

# Maintain Decision Options

Define task names and decision options (approve/reject) with the workflow number and Step ID.

The screenshot shows the SAP Customizing Implementation Guide (IMG) interface. The top navigation bar includes links for Implementation Activities, Edit, Goto, Additional Information, Utilities, System, and Help. Below the navigation is a toolbar with various icons for file operations like New, Open, Save, Print, and Copy. The main title is "Display IMG". Under the "Existing BC Sets" tab, there are links for BC Sets for Activity and Activated BC Sets for Activity, along with Apply Filter and Change Log buttons. The left sidebar is titled "Structure" and lists several SAP modules: SAP Customizing Implementation Guide, Commercial Project Management, Activate Business Functions, Conversion of Accounting to SAP S/4HANA, ABAP Platform, SAP Gateway Service Enablement, Client Proxy, Backend OData Channel, Content, Workflow Settings, Task Provider Customizing, Maintain Workflow Filter Settings, Maintain Task Names and Decision Options (which is highlighted with a red border and yellow background), Enable Task Filter, Task Gateway, General Settings, Business Process Enablement, SAP Gateway, Notification Channel, and Enterprise Event Enablement. The "Maintain Task Names and Decision Options" step is specifically highlighted with a red border and a yellow background.

# Maintain Decision Options

Define task names and decision options (approve/reject) with the workflow number and Step ID.

SAP GUI Application - Change View "Step Name": Overview

Table View Edit Goto Selection Utilities System Help

New Entries

Dialog Structure

- Step Name
- Decision Keys

Step Name			
Workflow ID	Step ID	Icon MIME Repository Path	Step Description
WS02000458	0000000019		Approve Purchase Requisition
WS02000467	0000000027		Perform Task
WS02000467	0000000041		Rework Request
WS02400090	0000000008		
WS02400090	0000000016		
WS02400090	0000000045		
WS02800046	0000000010		Verify General Journal Entry
WS02800046	0000000050		Verify Intercompany General Journal Entries
WS08900002	0000000004	Release Supplier Invoice	
WS20000075	0000000093	Release Purchase Order	Release Purchase Order
WS20000077	0000000004		Release Purchase Requisition
WS20000079	0000000047		Release Purchase Contract
WS33700233	0000000002		Draft for Process Start- Simulation Mode
WS77400640	0000000010		Approve Purchase Order
WS77400640	0000000022		Approve Purchase Order (CEO)
WS77400758	0000000021		Display Leave Request
WS77400758	0000000031		Rework Leave Request

# Custom Workflow in Fiori

Create workflows tailored to specific document types, e.g., purchase orders of type NB.

Use BAdIs or Employee Master data to dynamically determine approvers.

Got to fiori

The screenshot shows the SAP Fiori interface for managing workflows. On the left, there is a list of existing workflows:

Name
rms pr 5
Test Workflow for SSPPR
rms pr 6 automatic
Automatic Approval for Purchase Requisition

A search bar at the top right contains the text "work req". A dropdown menu titled "Apps" is open, showing three results:

- Purchase Requisition Average Approval Time - Flexible Workflow
- Manage Workflows for Purchase Requisitions (This item is circled in red.)
- Manage Workflows for Centrally Managed Purchase Requisitions

The "Manage Workflows for Purchase Requisitions" option is highlighted with a red circle.

# Custom Workflow in Fiori

Create workflows tailored to specific document types, e.g., purchase orders of type NB.

Use BADI or Employee Master data to dynamically determine approvers.

Got to fiori

The screenshot shows the SAP Fiori interface for 'Workflow Details'. The title bar includes the SAP logo, a search bar with 'work req', and a filter button labeled 'AP'. The main area displays a workflow titled 'rms pr 5' under 'Overall Release of Purchase Requisition /'. The 'Start Conditions' tab is selected, showing a precondition: 'Document Type of purchase requisition is ZQNT'. The 'Steps' section contains one workflow step named '1. Overall release of Purchase Requisition' assigned to 'ANIL PATIL', with the same precondition applied. The 'Review Steps' section is currently empty.

Workflow Details

All work req Q AP

Overall Release of Purchase Requisition / rms pr 5

Deactivate Copy

Properties Start Conditions Steps

**Start Conditions**

Only start the workflow if all of the following preconditions are met:

Document Type of purchase requisition is ZQNT

**Steps**

**Workflow Steps**

Type	Name	Recipients	Step Conditions	Is Optional Step	
1	1. Overall release of Purchase Requisition	ANIL PATIL	Document Type of purchase requisition is ZQNT	No >	

**Review Steps**

Name	Recipients	Step Conditions	

# Custom Workflow in Fiori

Create workflows tailored to specific document types, e.g., purchase orders of type NB.

Use BADI or Employee Master data to dynamically determine approvers.

Got to fiori

The screenshot shows a Fiori application interface for managing workflows. At the top left, there is a breadcrumb navigation bar with the text "Overall Release of Purchase Requisition /". On the right side of the header, there are two buttons: "Deactivate" and "Copy". Below the header, the workflow name "rms pr 5" is displayed in large, bold, dark blue letters. Underneath the name, the status "Status: Active" is shown. At the bottom of the header, there are three tabs: "Properties" (which is currently selected and highlighted in blue), "Start Conditions", and "Steps".

**General**

Description:  
purchase Requisition

Valid From:  
14.08.2019

Valid To:  
08.08.9999

[Show More](#)

# Custom Workflow in Fiori

Create workflows tailored to specific document types, e.g., purchase orders of type NB.

Use BADI or Employee Master data to dynamically determine approvers.

Got to fiori

The screenshot shows the SAP Fiori Step Details interface for a custom workflow step. The top navigation bar includes the SAP logo, a back arrow, and a search bar with the placeholder "work req". Below the header, the breadcrumb navigation shows "Overall Release of Purchase Requisition / rms pr 5 /". The main title is "Overall release of Purchase Requisition". The navigation tabs at the top of the content area are "Step Properties", "Recipients" (which is selected), "Step Conditions", "Deadlines", and "Exception Handling".

**Step Conditions**

Only start the step if all of the following preconditions are met:

Document Type of purchase requisition is	ZQNT
--	------

**Deadlines**

**Time Constraints**

Time	Action
Deadline calculation starts with creation of workflow step Instance	
Deadline calculation starts with creation of workflow step Instance +3 Hour(s)	Mark step as overdue

# Custom Workflow in Fiori

Create workflows tailored to specific document types, e.g., purchase orders of type NB.

Use BADI or Employee Master data to dynamically determine approvers.

Got to fiori

The screenshot shows the SAP Fiori interface for managing workflow steps. The top navigation bar includes the SAP logo, a back arrow, and a search bar with the placeholder "work req". A blue circular badge on the right says "AP". The main title is "Overall Release of Purchase Requisition / rms pr 5 /". Below it, the section title is "Overall release of Purchase Requisition". The navigation tabs at the top are "Step Properties", "Recipients", "Step Conditions", "Deadlines", and "Exception Handling", with "Exception Handling" being the active tab. The "Exception Handling" section is titled "Rejected" and contains the following details:

- Required Action: [empty field]
- Action Result:
  - Restart workflow

# Create requisition/PO

Purchase Requisition Edit Environment System Help

Display Purchase Req. 2000000275

Document Overview On Personal Setting

ZQNT Quantification 2000000275 Description

An exception was raised

Type	Overdue Name	Status	Comment	Processors	Recipients	Deadline
Overall release of Purchase Request	Name	Ready		ANIL PATIL	ANIL PATIL	09.08.2024 23:48:43

Default Values

Stat	Item A	I	Material	Short Text	Quantity Unit	C	Delivery Date	Material Group	Plant	Stor. Location	PGr	Requisitioner	TrackingNo	Desired Vendor	Fixed Ver
10	1000000733				5	EA	D	09.08.2024			MD1				

Item 1 [ 10 ] 1000000733 ,

Enhanced Limits Material Data Quantities/Dates Valuation Source of Supply Status Contact Person Texts Delivery Address

Overall Limit 0.00

# Approve in Fiori

SAP Purchase Requisition ▾ Apps my inb Q AP

All Tasks (18)

Approve Purchase Requisition 2000000275 Total Value Currency Related Apps

Approve Purchase Requisition 2000000275  
ANIL PATIL Medium  
Due on Aug 9, 2024... Within a Week

Approve Purchase Contract 8000010038  
ANIL PATIL Medium  
Due on Aug 11, 2024... Within a Week

Approve Purchase Requisition 2000000273  
ANIL PATIL Medium

Approve Purchase Requisition 2000000275

Number of Items: 1 Total Net Value: 52.50 RWF

General Information Notes Items Approval Details

Administrative Data

Purchase Requisition: 2000000275  
Requested By: –  
Created By: ANIL PATIL  
Requisition Date: 09.08.2024

Approve Reject Show Log Show Details Claim Forward Suspend

# Common Issues in Flexible Workflow

## 1. Approve/Reject Button Not Visible in Fiori

- Verify user decision settings in the configuration using the task ID and workflow number.

## 2. Workflow Not Triggering

- Use SWIA to track and analyze workflows. Check logs for errors or missing settings. SWIA

## 3. Agent Assignment Issues

- Ensure all agents are properly assigned and tasks are marked as general tasks.

## 4. Fiori Workflow Options

- **Suspend:** Hold approval for a specific duration.
- **Forward:** Allow delegation of approvals to another approver when the primary approver is unavailable.

# wf status > SWIA

Program Edit Goto System Help

swia

**Process Work Item as Administrator**

Selection Using Work Item ID

Identification  to

Selection Using Work Item Properties

Type  to    
Status  to    
Priority   
Deadline Status   
Task   
Task Group   
Top-Level Task  to    
 Top-Level Work Items Only

Selection Using Time Period

Created On  to    
Creation Time  to

Output Options (+Version, +Administrator)

Switch On

Restriction of Selection

Maximum No. of Hits

If u r getting error like this

The screenshot shows the SAP Fiori My Inbox application. The top navigation bar includes the SAP logo, a search bar, and a user ID indicator. The main area displays a list of tasks on the left and a detailed view of a selected task on the right.

**Left Panel (All Tasks):**

- Approve Purchase Order 6500010065 (Due Aug 9, 2024, Medium priority, Within a Week, by ANIL PATIL)
- Approve Purchase Order 6500010064 (Due Aug 9, 2024, Medium priority, Within a Week, by ANIL PATIL)
- Approve Purchase Order 6500010062 (Partial view)

**Right Panel (Selected Task):**

### Approve Purchase Order

#### Approve Purchase Order 6500010065

**ANIL PATIL** Due on Aug 9, 2024, 7:04 PM Status: Ready  
Created on Aug 6, 2024, 7:04 PM Priority: Medium

Task details:

- i** (Information icon)
- 0 attachments
- 0 comments
- 0 links

Custom Attributes (circled in red):

- Custom Attribute 1:
- Custom Attribute 2:
- Custom Attribute 3:
- Custom Attribute 4:
- Custom Attribute 5:

Bottom navigation buttons: Approve, Reject, Show Log, Claim, Forward, Suspend, Open Task, Help.

# SWFVISU

Table View Edit Goto Selection Utilities System Help

New Entries

Dialog Structure

- Task Visualization
  - \* Visualization Parameter
- Object Visualization
  - \* Visualization Parameter
- Task Center Visualization
  - \* Visualization Parameter

Change View "Visualization Parameter": Overview

Visualization Parameter	Visualization Parameter Value
APPLICATION_PATH	cross.fnd.fiori.inbox.annotationBasedTaskUI
COMPONENT_NAME	service=/sap/opu/odata/sap/C_PURCHASEORDER_FS_SRV
QUERY_PARAM00	entity=/C_PurchaseOrderFs('{_WI_Object_ID.MS_PURCHASE_ORDER.PURCHASEORDER&}')
QUERY_PARAM01	annotations=/sap/opu/odata/IWFND/CATALOGSERVICE;v=2/Annotations(TechnicalName='C_PURCHASEORDER_FS_ANNO_MDL',Ver
QUERY_PARAM02	expand=to_PurchaseOrderLimitItem/to_Plant
QUERY_PARAM04	Sapui5
SCHEME	

Position... Entry 1 of 7

# SWFVISU

APPLICATION_PATH	
COMPONENT_NAME	cross.fnd.fiori.inbox.annotationBasedTaskUI
QUERY_PARAM00	service=/sap/opu/odata/sap/C_PURCHASEORDER_FS_SRV
QUERY_PARAM01	entity=/C_PurchaseOrderFs('{&_WI_Object_ID.MS_PURCHASE_ORDER.PURCHASEORDER&}')
QUERY_PARAM02	annotations=/sap/opu/odata/IWFND/CATALOGSERVICE;v=2/Annotations(TechnicalName='C_PURCHASEORDER_FS_ANNO_MDL',Version='0001')/\$value/
QUERY_PARAM04	expand=to_PurchaseOrderLimitItem/to_Plant
SCHEME	Sapui5

O data

/N/IWFND/MAINT\_SERVICE

HTTP	Ba Error Text	Application
404	No service found for namespace "", name 'C_NONMNGDPURGSPEND_CDS', version '0001'	n/a
404	No service found for namespace "", name 'C_PURCHASECONTRACTLEAKAGE_CDS', version '0001'	n/a
404	No service found for namespace "", name 'C_PURGSPENDOFFCONTRACT_CDS', version '0001'	n/a
	No service found for namespace "", name 'C_PURCHASECONTRACTLEAKAGE_CDS', version '0001'	n/a
	No service found for namespace "", name 'C_PURGSPENDOFFCONTRACT_CDS', version '0001'	n/a
404	No service found for namespace "", name 'C_PURORDOUTPUTAUTOMNRATE_CDS', version '0001'	n/a
	No service found for namespace "", name 'C_NONMNGDPURGSPEND_CDS', version '0001'	n/a
	No service found for namespace "", name 'C_PURORDOUTPUTAUTOMNRATE_CDS', version '0001'	n/a
404	No service found for namespace "", name 'C_PURORDAVGDELIVTIME_CDS', version '0001'	n/a
	No service found for namespace "", name 'C_PURORDAVGDELIVTIME_CDS', version '0001'	n/a
404	No service found for namespace "", name 'C_SUPLRCOMPRNVIAPURVALS_CDS', version '0001'	n/a
	No service found for namespace "", name 'C_SUPLRCOMPRNVIAPURVALS_CDS', version '0001'	n/a

Table to check flexible workflow status

I\_WORKFLOWSTATUSOVERVIEW

I\_WORKFLOWSTATUSDETAILS