

# O2C-10026-R-FS-Contract Mod(Contract Modification Change) Report

Functional Specification - Reports	
Product Team: Contracts & Billing	
Feature Title: Contract Mod (Contract Modification Change) Change Report	
L1 Value Stream: Order to Cash	

L3 Process
Contracts & Billing - Contract Reporting And Audit Support

Role and Reason for Approval	
Functional Spec Author	Unknown User (n9493f) Unknown User (n9620f)
Role	Functional Lead & IT Business Analyst
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Product Team	Contracts & Billing
L1 Value Stream	Orders to Cash
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Functional Spec Approved	<input checked="" type="checkbox"/>
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Change Log				
Version	Date	Name	Authorization for Create /Change	Alteration Reason

1.0	4/5/2023	Amanda Petrick		Initial Draft
1.1	3/26 /2024	David Osei-Yaw		Updates
1.2	3/29 /2024	Toro, Daniel (US)		Peer Review
1.3	4/2/2024	Daniel Toro		Approved

[Create Technical specification - Reports](#)

Technical Specifications (will be listed here once first one is created using the button above)

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## 1.0 Business Context

### 1.1 Business Need

Contract reporting provides contract users the ability to oversee contract activity by providing visibility to contract information. S/4 shall have the ability to generate a report that will display Modification changes to the Operational Contract within S4. This custom report must be displayed in the logon language of the user, which could be non-English (such as Polish).

Requirements:

Requirement Title	Requirement Description (Refined Shall Statement)
O2C-CLM-R-0342	<p>The system shall have the ability to generate reports of contract MOD(<b>Contract Modification Change</b>) changes, including changes on the contract, funding/contract values, various percentages such as fixed fee %, and T&amp;M rate changes. Multiple contracts should be selectable in one report.</p> <p>Report to identify contract document changes in S4 both header level &amp; line item-related fields.</p>

- S/4 shall have the ability to generate a report by operational contract which includes sales orders in reference to the operational contract. That will display all **contract modification changes** on the contract. The key data fields will include funding, contract values, percentages such as fixed fee percent and Time and Material rate changes, etc. This report will allow for one or more contracts to be selected and display the results in the report output. The report must be displayed in the logon language of the user, which could be non-English (such as Polish).
- O&M or other POC personnel responsible for monitoring the Master Data creation interface use this report to view which contracts have been changed and by whom and when. It is a "List Contract Change" report customized to requirements.
- The report should allow the user to conduct drill-down detail capability to display document-specific data reviews.
- Contract modification fields will flow -down to S4 for the contract modification report, these will include all contract-related custom fields in S4.

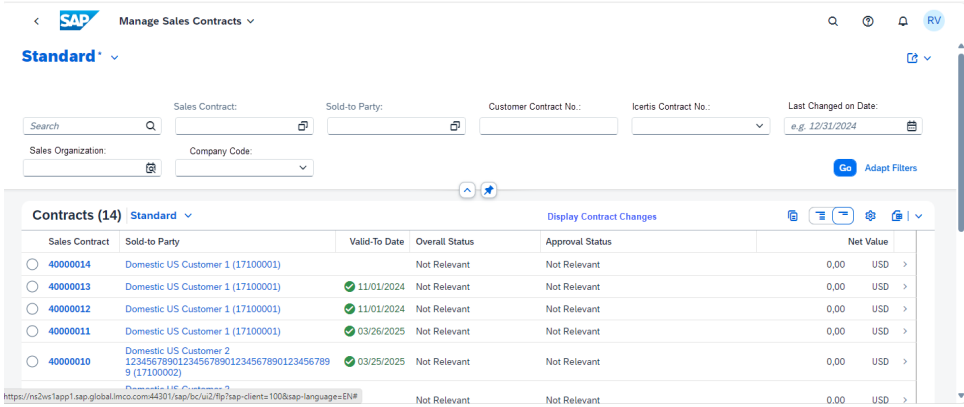
1.2 Why is standard functionality not appropriate or sufficient?	Custom Fields and Drill down capabilities are not support via standard report. SAP has standard change log which is recorded at each transaction level.				
	Reading the "Change Log" sub-table of the S4 Contract document both header level & Line item level.				
1.4 Out of Scope	The system shall have the ability to generate a report of ACRNs that are canceling or have been canceled for this report. (O2C-10030-R-FS-Canceled ACRNs Report)				
1.5 Assumptions	<p>Contract MOD(<b>Contract Modification Change</b>) Number &amp; MOD (<b>Contract Modification Change</b>) descriptions will be stored &amp; change log will be tracked in S4, these are Icertis-related contract fields, confirmed with VSBAR Field information provided by the Icertis Team (<b>TBD</b>)</p> <p>ICertis to identify both Internal(changes made by LM Contract personal due to internal business reasons) &amp; External(changes made upon request by customers) MOD (<b>Contract Modification Change</b>) with Details of Changes using a custom field value.</p> <p>All relevant Contract fields to indicate changes will be displayed in this report.</p> <p>Contract modification fields that are custom fields will be requires to be visible in S4 for the contract modification report, these will include all contract-related custom fields in S4. e.g. Icertis Contract Number.</p> <p>Identification of Custom fields Icertis contract modification, These will be Zfields e.g "Icertis Contract Number " applied to "additional Data" both header &amp; line item changes.</p> <p>Custom fields will be stored &amp; log tracking activated in S4, these Icertis-related contract fields (<b>TBD</b> Cognitius Team)</p> <p>TDB Development team <a href="#">Ramineni, Suresh K (US)</a> Validate that all standard &amp; custom fields are marked for change log tracking. available in the QA environment.</p> <p>This report is only reporting for S4 changes. Different may occur for in-process "WIP" between systems when processing report.</p> <p><b>This report for Contract MOD(Contract Modification Changes) will only address contract related changes within S4.</b> <a href="#">Mekonnen, Melaku (US)</a> <a href="#">Kuhn, Brian (US)</a> <a href="#">Garrow, Jessica (US)</a></p>				
1.6 Dependencies	<p>Standard Contract Changes Log functionality in S4 will be available to execute the custom report included the use of custom fields e.g. Icertis Contract Number.</p> <table><tr><th>Dependency</th></tr><tr><td><a href="#">O2C-10035-E-FS-Custom Data Fields in LambdaX and S/4 Sales Contracts</a></td></tr><tr><td><a href="#">O2C-10045-I-FS-LambdaX to S/4 Sales Contract Sync</a></td></tr><tr><td><a href="#">O2C-10001-I-FS-Icertis to SAP BTP</a></td></tr></table>	Dependency	<a href="#">O2C-10035-E-FS-Custom Data Fields in LambdaX and S/4 Sales Contracts</a>	<a href="#">O2C-10045-I-FS-LambdaX to S/4 Sales Contract Sync</a>	<a href="#">O2C-10001-I-FS-Icertis to SAP BTP</a>
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<a href="#">O2C-10001-I-FS-Icertis to SAP BTP</a>					
1.7 Links	Adding link to KCD capturing Languages installed: <a href="#">KCD-061 Install Selected Country Versions</a>				
1.8 Other key requirements	<ul style="list-style-type: none"><li>• Creation of Fiori Tile for A Fiori Embedded Analytic List Report</li><li>• Capture Both Internal &amp; External MOD Types (<b>Contract Modification Change</b>)from Icertis</li><li>• The MOD number will be sourced from ICertis, and its values field will interface to S4 via LambdaX.</li><li>• MOD Number(<b>Contract Modification Change</b>) is stored as an alpha-numeric field.</li><li>• MOD-type(<b>Contract Modification Change</b>) changes required for multiple contract changes</li></ul>				

## 2.0 Solution Design

### A FIORI embedded Analytics List Report

#### 2.1 Application High Level Overview

Business Requirement is to build a report in SAP S4 for Contract (Modification) Changes

<p><b>2.2 Application Detail Overview</b></p>	<p>This report will executed using a SAP Fiori Embedded Analytic List Report . Execution of this report is on Ad-hoc basis, this report will display all the changes at document level including ( header and Item level) done at operational contract via LambdaX and/ or any manually changes done via VA42.</p> <p><b>Example of Fiori - Manage Sales Contract can used as reference for drill down details.</b></p> 
<p><b>2.3 Selection Criteria</b></p>	<p>All of the fields under the selections relevant for Operational Contract Changes except Site Name (Company Code) &amp; Sales Organization will have the option of searching on a range of values, multiple values, and excluding a range of values.</p> <p>The following are the display fields in the report. The fields in <b>bold</b> are static and do not scroll with the other fields in the report.</p> <ol style="list-style-type: none"> <li>User will provide input below the selection criteria to execute : <ul style="list-style-type: none"> <li>Sales Organization - Mandatory</li> <li>Company Code - Mandatory</li> <li>WBS Element - Optional</li> <li>Purchase Order Number - Optional</li> <li>Customer Order Number - Optional</li> <li>SAP S4 Contract Number - Optional</li> <li>Icetis Contract Number - Optional</li> <li>Profit Center Number - Optional</li> <li>Date Range - Mandatory</li> <li>Icetis Contract Number - Optional</li> <li>Last Changed By - Selected Range</li> <li>Last Changed On Date - Selected Range</li> </ul> </li> </ol> <p><b>Note For better performance of this report, it is recommend to provide mandatory selection criteria before execution.</b></p>
<p><b>2.4 Validation</b></p>	<p>N/A See Test Step Below</p>
<p><b>2.5 Authorizations (Security/Role/Data Security)</b></p>	<p>Security Requirements: O&amp;M or other authorized user will have view access. Access will be assigned to roles and controlled by company code &amp; Sales Organization. The data is not proprietary or export-controlled. As per <a href="#">Mekonnen, Melaku (US)</a> Management will make this decision.</p>
<p><b>2.6 Data Selection and Error Handling Requirements</b></p>	<p>S4 Operational contracts modification changes report will consist of several reporting level to display results.</p> <ol style="list-style-type: none"> <li>Using the selection criteria of selected fields retrieve from Header data of the Operational contract, these fields are as follows will allow report to target specific contracts <ol style="list-style-type: none"> <li>Sales Organization - Mandatory</li> <li>Company Code - Mandatory</li> <li>WBS Element - Optional</li> <li>Purchase Order Number - Optional</li> <li>Customer Order Number -</li> <li>SAP S4 Contract Number - Mandatory</li> </ol> </li> <li>Listing of detailed fields from contract line item data level <ol style="list-style-type: none"> <li>Contract Number</li> <li>Contract Line item Number</li> <li>Profit Center</li> <li>Date</li> <li>Time</li> <li>Key Length</li> <li>Change Type</li> <li>Change Field Name</li> <li>Short Text Description</li> <li>Text Type</li> <li>Text Flag</li> <li>Output Length</li> <li>Old Value</li> <li>New Value</li> </ol> </li> </ol>

## 2.7 Data Source

All of the fields under the selections relevant for Contract Changes except Site Name (Company Code) will have the option of searching on a range of values, single value, exclude a range of values, or exclude a single value.

The following are the display fields in the report. The fields in **bold** are static and do not scroll with the other fields in the report.

Fixed Fields assigned to header list for report

- **Sales Org**
- **Company Code**
- **WBS Element**
- **Purchase Order Number**
- **Icertis Contract Number ID "Custom Field "**
- **Contract Delivery Number**

Variable result fields show reported details :

- Contract Number
- Contract Line Item
- CLIN/SLIN /ELIN
- Document Number
- User ID
- Date
- Time
- T-code
- Table
- Table Key
- Key Length
- Change Type
- Field Name
- Short Text
- Text Type
- Language
- Text Flag
- Output Length
- Old Value
- New Value

Source System	Description of data	Data owner	Types (db, csv, api)	Entities Used	Any extraction strategy(Delta, full load, etc)
Icertis	Ops Contract				Contract MOD types
Lambdax	Middleware				Interface LOG for MOD Changes



<b>2.9 Hierarchies</b>	<p>System will allow for display of data results by Hierarchy types, these hierarchies will enable user to filter data to show single &amp; multiple data structure e.g. Single Operational Contract with multiple line of WBS Billing elements.</p> <ul style="list-style-type: none"> <li>• Operational Contracts</li> <li>• Product Hierarchies</li> <li>• Customer Hierarchies</li> <li>• Profit Center Hierarchy</li> <li>• Billing WBS elements</li> <li>• CLIN/SLIN/ELIN</li> </ul>
<b>2.10 Expected Data volume</b>	Large volumes of Contract Data search both single & multiple contracts with respective line item details by search & sorting criteria.
<b>2.9 Frequency and Timing</b>	Frequency & Description of Processing: The report will be created on demand as needed by users.
<b>2.10 Drilldown and Follow-on Activities</b>	<p>The SAP S4 t-code VA43 ability to display Contract related change can be executed within report to display all contract related data plus changes .</p> <p>An Action of minimum drill downs within will be requires</p> <p>When inside report:</p> <ul style="list-style-type: none"> <li>• <ul style="list-style-type: none"> <li>◦ For Display <b>Header</b> Screen when clicking on a given document: <ul style="list-style-type: none"> <li>▪ Allow drill down to the other report options for that contract. I.e. line item report, Acrn, etc.</li> <li>▪ Allow drill down to the FIORI app for the display version of VA43-type for that document. If they are allowed access</li> </ul> </li> <li>◦ Files downloaded to the store on the system or emailed out should carry appropriate SIP update logic.</li> </ul> </li> <li>• Background Selection: <ul style="list-style-type: none"> <li>◦ When the report runs in the background, should allow writing to the location for the file <ul style="list-style-type: none"> <li>▪ If possible, send a notification to the user when a report has been completed.</li> </ul> </li> </ul> </li> <li>• Allow for user-specific layout variants to be created prior to the selection of the report.</li> <li>• if possible, add selection criteria to a separate tab of Excel.</li> </ul>
<b>2.11 Data Latency Requirements</b>	<p>Real-time processing of full Contract data down of all MOD (Modification Contract Changes ). are not to be processed incrementally. The update to all contracts will be updated in full to give complete visibility at reporting of changes.</p> <p>System will house the previous data, OLD /New data only for reporting.</p>
<b>2.12 History</b>	No history to convert. The last & final Icertis MOD (Modification Contract Changes) are to be applied to the Go-Live system upon day 1, to initiate reporting cycle. upon Go-Live.
<b>2.13 Key User Groups using the report</b>	<p>This needs to be part of our O2C discussion, &amp; also this report can be used by general users. Limited to no updated functionality for user to have access by a company code visibility.</p> <ul style="list-style-type: none"> <li>◦ Billing Analyst - Currently Billing Analyst execute the Change report for Sales Order changes.</li> <li>◦ Contract Analyst - Currently Contract Analyst execute the Change report for Contract Modification changes.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Need to be confirmed by VSBAR's</b> Mekonnen, Melaku (US) Kuhn, Brian (US) Garrow, Jessica (US) Berkowitz, Deborah A (US)</li> </ul>
<b>2.14 Security</b>	<p><i>scription of any security requirements that will need to be considered .</i></p> <p><b>Data Classification/Tagging Requirements :</b></p> <p><b>Data Level Security :</b></p> <p><b>Report/Object Security :</b></p> <p><b>Scheduling/Distribution :</b></p>

### 3.0 How to Test (Write both positive and negative steps)

### 3.1 Data Setup

Data Object	Value/Code	Description	Comments
Icertis	Icertis Contract Number	Internal Contract Number	Interface per approved Contract
S4	SAP Contract Number	Contract Number	S4 Contract

### 3.2 Procedural Steps: Please list each procedural step, the expected result and whether the steps PASS or FAIL

Steps	Step Description	Actual Results	Expected Results	
1	Fiori Tile	Processing T-code	Allow execution	
2	Run a Report for Each of the fields at the Report selection screen	Report selection screen	Should get data that matches the selection criteria	
3	Run a Report for Each of the fields at the Report selection screen with data that is NOT in the system Should get a pop-up screen indicating no data was retrieved	Data was retrieved	Should get a pop-up screen indicating no data was retrieved	
4	Run Report for each of the values under the Startup Screen Selection for where data is present Should display data that is limited to that selection		Should display data that is limited to that selection	
5	Run a Report for each of the values under the Startup Screen Selection for where data is Not present		Should get a pop-up screen indicating no data was retrieved	
6	Run Report in Background	Job log	Should run and notify the user when complete.	
7	Run Report with incorrect Contract delivery date		Error message for date range selection	
8	Run report with Incorrect Icertis Contract ID number		Error message for invalid Number selected	
9	Run report using incorrect SAP Contract Number	Incorrect Number range of S4 Document Numbers Invalid by search	Search to display valid Contract Number	
10	Run report using custom fields search from "Additional Data" e.g. Billing WBS Elements	Single or Multiple WBS assigned to Contract line items		

### Appendix 1 Selection Screen Requirements/CDS View Parameters if applicable

Table /Structure Name	Field Name	Format	Default Value	Table Value / Checkbox / Radio Button / Radio Button Group	Select Option or Parameter	Single, Range, or Multiple Ranges	Mandatory or Optional	Field Labels