Solution in Detail | PUBLIC
SAP Build Portfolio | SAP Build Process Automation

Speed Up and Simplify Process Automation with Low-Code and No-Code Tools

THE BEST RUN **SAP**

Table of Contents

Using SAP Build Process Automation, business users can **automate workflows** and **manual tasks** with drag-and-drop simplicity.

Quick Facts

Summary

To keep up with dynamic market requirements, your business must adapt and improve its processes and operations. However, scarce development resources and skills can make that difficult. The SAP® Build Process Automation solution* offers intuitive features that help you adapt, improve, and innovate processes. It provides workflow management, robotic process automation (RPA), native integration with processes in your business applications, and prebuilt content – all within a single no-code or low-code experience. Business users and professional developers can confidently speed up and simplify process automation, making it easier to adapt to change.

Objectives

- Improve processes and operations using process automation
- Support business users' ability to automate processes with minimal help from IT
- Make better use of knowledge from process experts
- Improve the productivity of professional developers
- Increase business flexibility in responding to changing economic and industry conditions

Solution

- Intuitive workflow management and RPA functionality in a single solution
- Low-code and no-code tools to simplify workflow creation, decision management, and process visibility
- Automation of routine tasks using software bots
- Intelligent document processing using AI and machine learning
- Native process integration functionalities
- Prebuilt functionality, templates, and predeveloped industry-specific content
- Trusted enterprise-grade platform

Benefits

- Faster, simpler way to build workflows and automate processes
- Optimized use of business-user process expertise and professional developer skills
- Enhanced ability to rapidly adapt, improve, and innovate business processes
- Simplified process automation using a unified developer experience
- Improved ROI from SAP and third-party applications

Learn more

To learn more about SAP Build Process Automation, visit us **online**.

*SAP Build Process Automation is part of the SAP Build portfolio. SAP Build solutions enable users to create enterprise applications, process automations, and business sites with drag-and-drop simplicity.

Increasing Agility with
SAP® Build Process Automation

The SAP® Build Process Automation solution* combines powerful features and functions with an intuitive no-code or low-code development experience. This functionality simplifies the automation of processes and tasks so that business users can get their work done faster. Now, they can focus their attention where they can make a difference. This solution helps you **scale process automation** so that your business can become more agile.

ADAPT, IMPROVE, AND INNOVATE PROCESSES
Your business users have extensive process expertise. Many of them also have technical acumen. And your professional developers are focused on large strategic projects. How can you make the best use of both teams while helping adapt, improve, and innovate your business processes?

Using SAP Build Process Automation, business users can automate workflows and manual tasks with drag-and-drop simplicity. They can use visual features requiring no coding experience to complete standard development tasks quickly. IT and professional developers can use the same features to gain agility and respond faster to new requirements.

Broad Support for Your Process Automation Needs
The solution supports various types of business process automation. Whether your organization needs lightweight workflow automation for specific departments, line-of-business–specific automated processes, or automation that supports your end-to-end processes, SAP Build Process Automation can help.

You can use the solution to address standalone automation scenarios, where a single process requires automation or workflow management. SAP Build Process Automation can also help you improve or adjust processes running in your business applications or build processes that are not yet mapped in these applications.

If you prefer to run your business applications with as few modifications as possible, you can build so-called side-by-side extensions. These extensions use data from existing systems in new processes that you build and run outside of your existing business applications. The solution's rich functionality enhances flexibility by supporting cross-department process orchestration across multiple applications.

Companies use SAP Build Process Automation to address a variety of process challenges. For example, companies can:
- Fix broken or outdated processes
- Automate manual process steps or tasks that either precede or follow system transactions
- Reduce unnecessary steps or process delays
- Connect discrete processes and combine them into one unified process

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Simpler, Faster Process Automation
Building workflows and automating tasks and decisions with SAP Build Process Automation helps you enhance business efficiency and agility.

Because business users can build process automations on top of SAP applications without waiting for assistance from IT, they can help you rapidly adapt and improve your business processes to meet changing needs. With this solution, IT can impose the guardrails necessary to help ensure that operations remain in compliance with policies and regulations.

SAP Build Process Automation helps you realize these benefits faster, with greater simplicity and more confidence. With access to workflow management and task- and decision-automation capabilities in a single low-code or no-code

tool, the solution helps you intuitively build workflows and automate processes.

Visual drag-and-drop features and prebuilt industry content simplify automation tasks. Native integration with SAP applications and connectivity to third-party solutions streamline the automation of complex workflows that span multiple applications and lines of business.

The solution helps you manage processes and automation confidently. It operates on a trusted enterprise-grade platform that can interoperate with your existing infrastructure. Centralized governance, testing, and monitoring capabilities help you safeguard operations. Because the solution is designed to meet stringent enterprise-class service-level agreements and compliance and privacy regulations, it helps ensure trust.
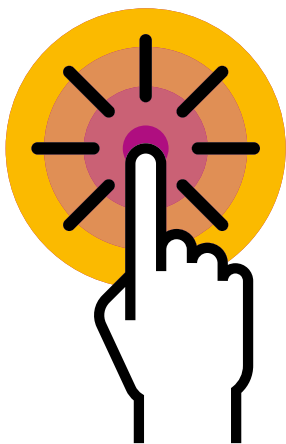
SAP Build Process Automation allows you to access a rich selection of **workflow management** and **RPA functionality** from one entry point.

Exploring **Key Features** of
SAP Build Process Automation

SAP Build Process Automation offers the automation tools you need in a single integrated solution, including:
- Workflows that automate structured processes
- Business rules that help automate decisions
- Bots that handle repetitive manual tasks, integrate applications on the user-interface level, and scale on demand
- AI capabilities for intelligent document processing

The following sections describe the key functionalities of SAP Build Process Automation that you can use to simplify and speed process automation with confidence.

ACCESS WORKFLOW MANAGEMENT AND RPA IN A SINGLE SOLUTION
To simplify your automation efforts, SAP Build Process Automation allows you to access a rich selection of workflow management and robotic process automation (RPA) functionality from one entry point.

Other tools that require users to perform discrete tasks from different interfaces involve switching from application to application. With SAP Build Process Automation, you can handle everything from the lobby, which is a central place for creating, accessing, and managing projects within the solution (see Figure 1). From the lobby, you can build forms, workflows, and automations, and you can automate decisions – all within a single project.

Figure 1: Lobby of SAP Build Process Automation
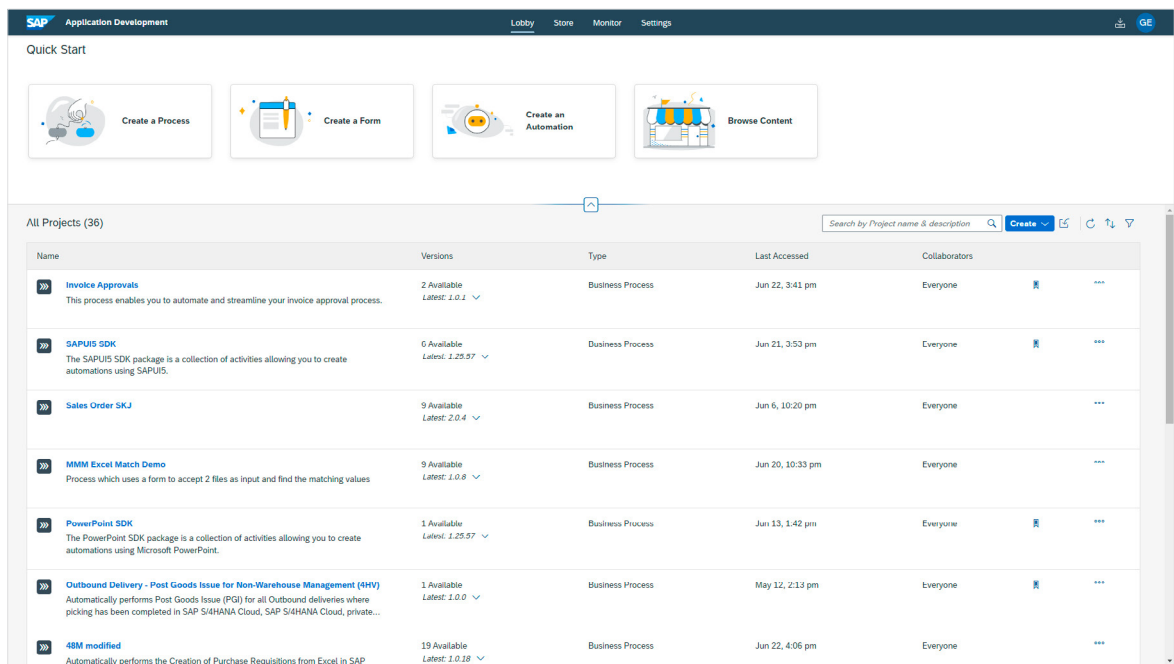
Low-code and no-code features allow you to drag and drop workflow elements into processes and forms. Using these tools, the process of automating tasks can be as simple as pointing and clicking.

Other development solutions are accessible from the lobby of SAP Build Process Automation. For example, you can use the SAP AppGyver® tool to build composite applications for the Web or mobile uses without coding. For those who need a comprehensive development environment to create applications in the cloud, you can also access SAP Business Application Studio.

### CREATE AND MANAGE WORKFLOWS

The workflow management features of SAP Build Process Automation significantly simplify the way you create workflows. By replacing the traditional complexities of workflow management software

with an intuitive no-code user interface, the solution enables both business users with no coding experience and professional developers to define, adapt, and improve workflows using drag-and-drop functionalities.

From the SAP Build Process Automation lobby, you can centrally view and manage your projects. For many projects, the process builder is the starting point (see Figure 2). The process builder is an intuitive, visual no-code editor for modeling workflows. Using drag-and-drop functionalities, users can:

- Define the start trigger for a process
- Add forms for requests or approvals
- Define process controls, which reflect how a process must be executed according to defined conditions
- Add decision logic and RPA bots into the process flow

Figure 2: Process Builder Feature
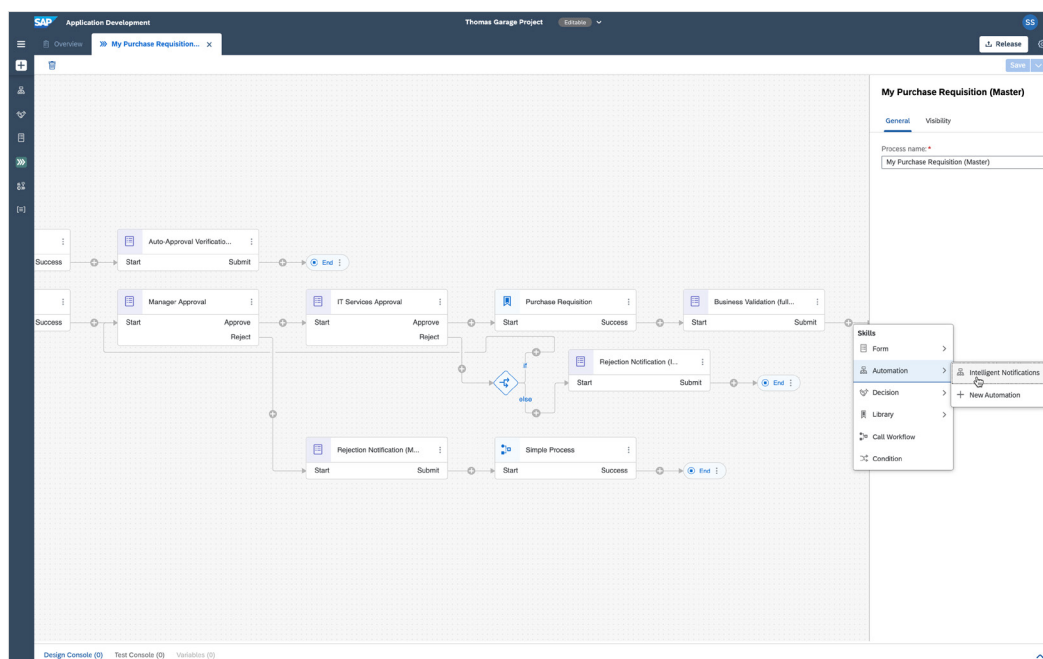
From the lobby or within the process builder, you can access the form editor, which helps you design interactive forms for requests and approvals (see Figure 3). You can create forms by simply dragging and dropping controls to the canvas. You can incorporate text, number and date fields, drop-down menus, and check boxes.

Figure 3: Forms Editor Feature
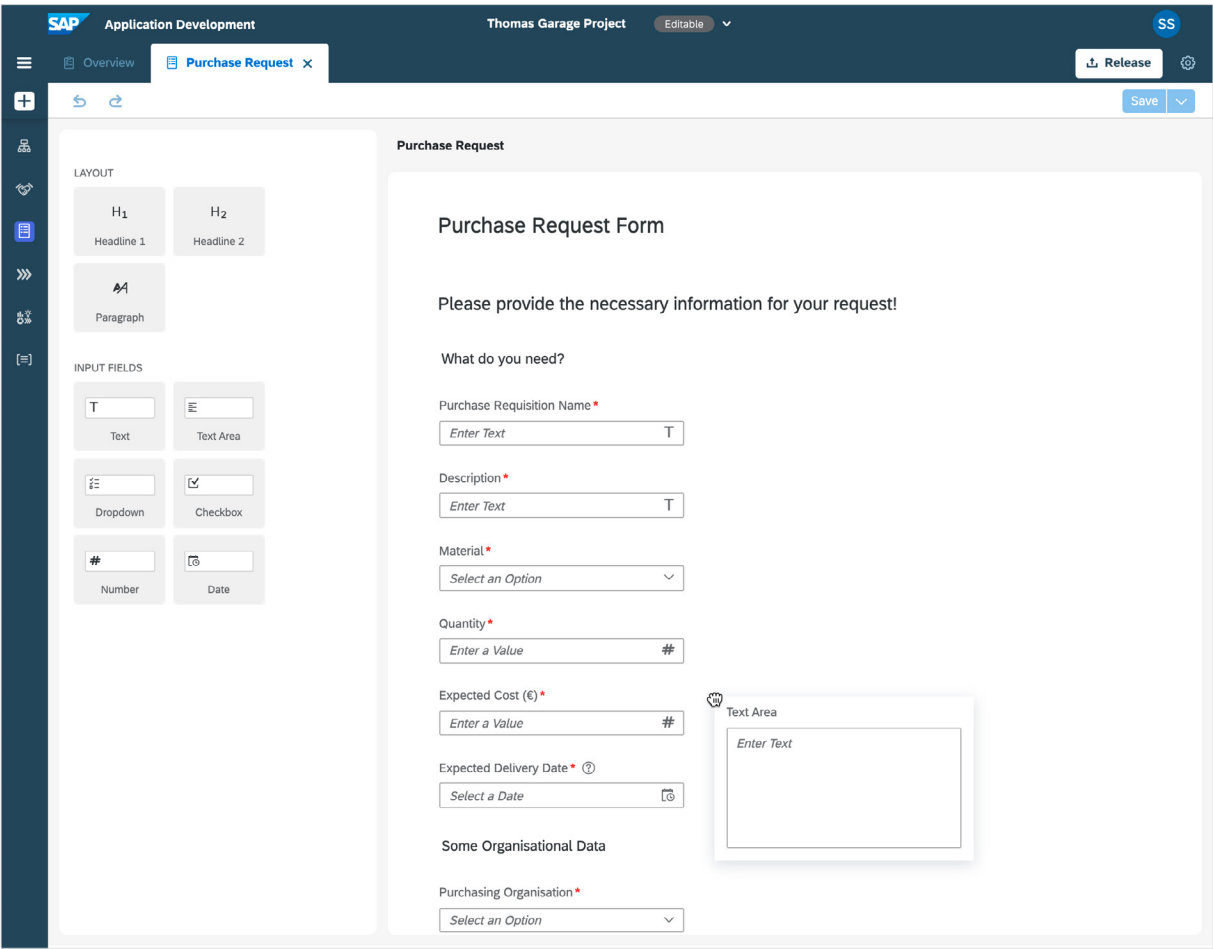
Decision Management

SAP Build Process Automation also offers decision management functionality that helps you codify corporate policies and business rules into repeatable processes or workflows. For example, you may need a rule that specifies when management signoffs are required to approve an employee's travel request. The solution's intuitive design empowers the business users who best understand the company's processes to create and maintain business rules without relying on IT.

You can launch the business rules editor directly from within the process builder whenever you need decision logic within your workflow project (see Figure 4). Decisions consist of policies and a collection of rules. Rules can either be based on decision tables or text rules.

Decision tables function like a spreadsheet. Tables are useful for processes that include multiple rules and if-then conditions, such as a travel request that requires multiple approvals. You can store multiple formulas and maintain a library of functions in the decision table.

Other features include validation and error highlighting, the ability to create and manage rule versions, orchestration to order rules execution, and a rich expression library of the functions and operators needed to model complex rules. Low-code decision management capabilities include business rules that you can employ to automate and flexibly adapt decision logic with no application-development effort.

Figure 4: Business Rules Editor Feature
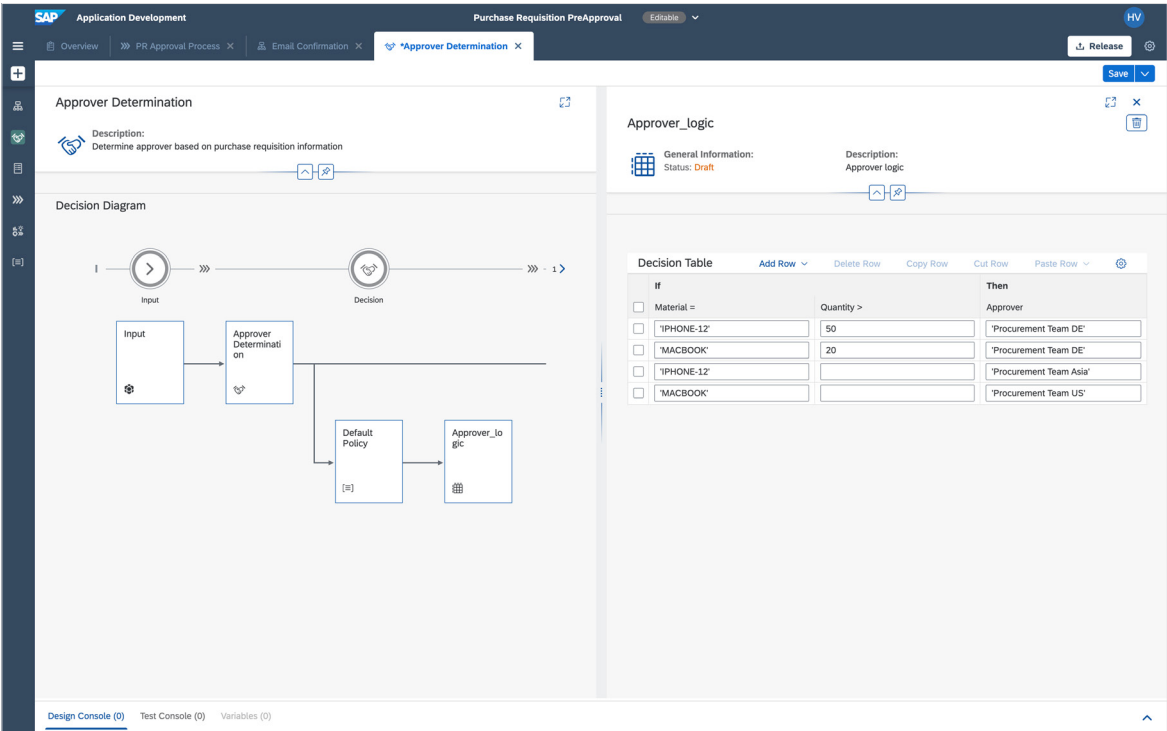
STREAMLINE TASKS WITH ROBOTIC PROCESS AUTOMATION

Manual tasks, such as copying and pasting data from one application to another, can be tedious and time consuming and often result in manual errors. SAP Build Process Automation offers RPA functionality that can be used to automate such routine tasks by mimicking human behavior.

For example, the solution can help automate copy-and-paste operations as well as data extraction, data entry, and data creation. Bots can automatically send e-mail and update master data records. By allowing bots to handle these repetitive operations, human workers can be freed up to focus on more-valuable tasks.

Companies can use the RPA functionality to automate several types of tasks, including:

- Manual and repetitive tasks: Consolidation and manipulation of data from multiple data sources, such as Microsoft Excel, vendor portals, or SAP solutions
- High-volume tasks: Process steps that must be completed time after time, such as during data migrations
- Multiple-system tasks: Tasks that involve accessing multiple applications that offer no suitable APIs, including Web applications, legacy business solutions, and software-as-a-service (SaaS) offerings

To handle repetitive tasks within your workflow project, you can launch the automation editor from the lobby or directly from within the process builder (see Figure 5). The editor offers a no-code experience for simple use cases and a low-code experience with JavaScript to help increase user efficiency.

Figure 5: Automation Editor Feature
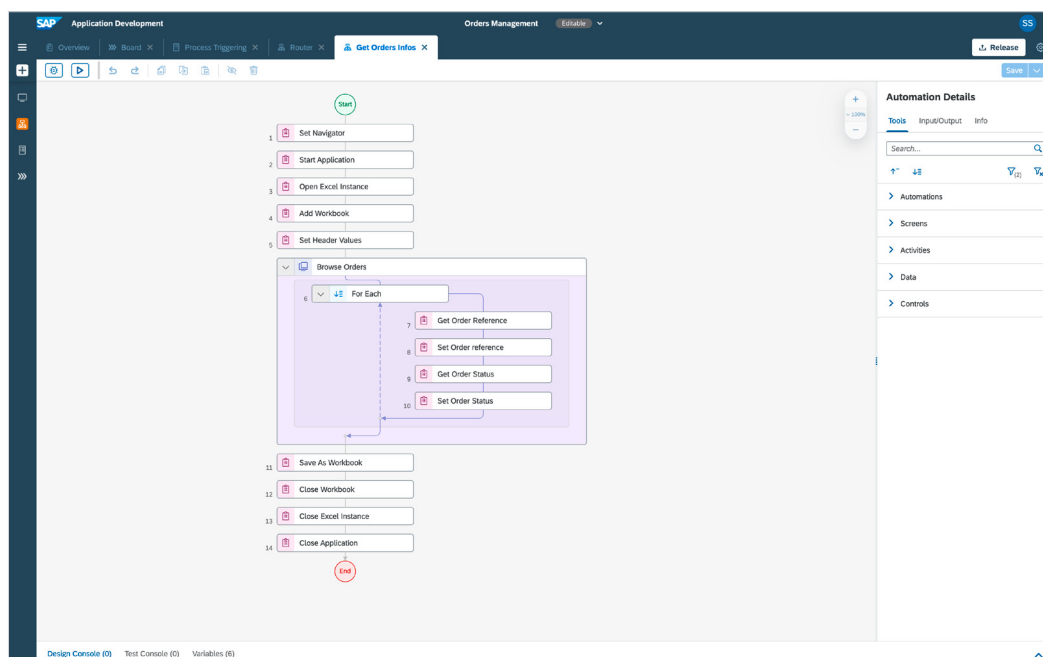
The no-code feature can help you capture fields and define process steps. You can drag and drop process steps into the bot flow, connecting steps using the building blocks of standard activities enabled by the solution.
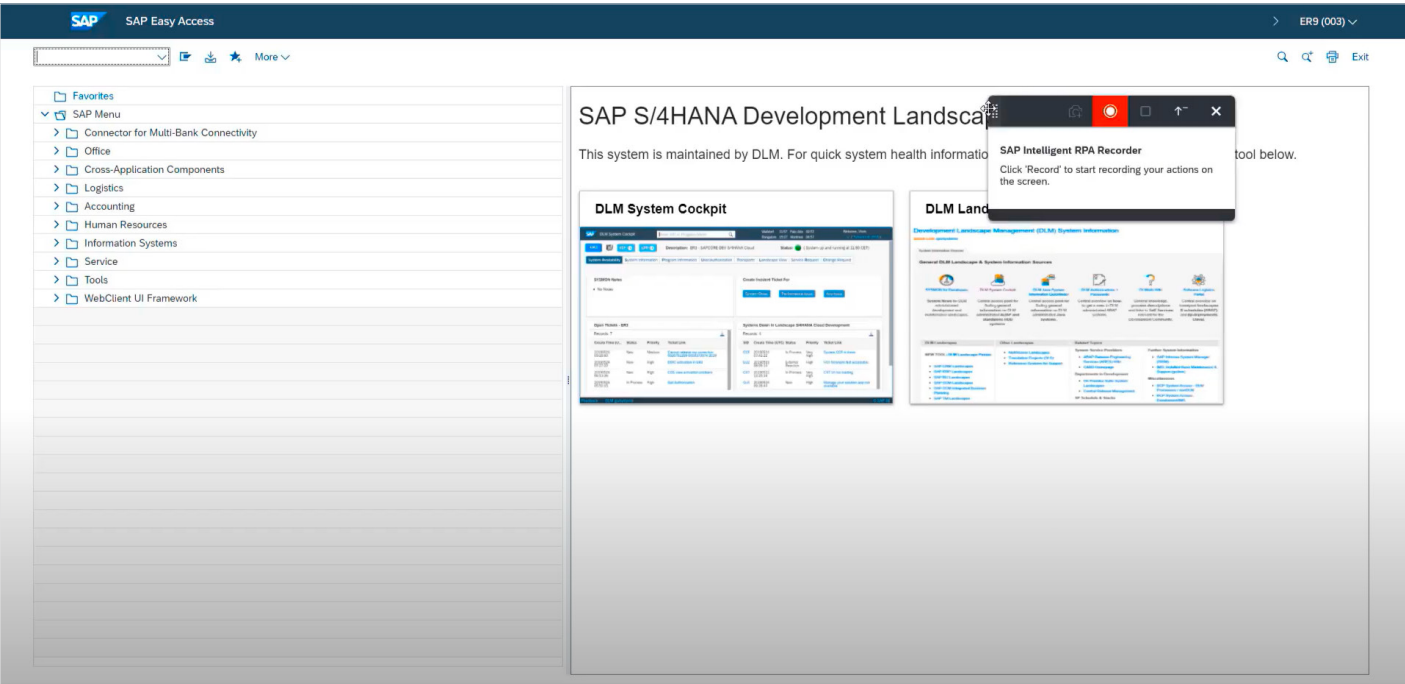
SAP Build Process Automation also includes a recorder feature that captures a user's activity (see Figure 6). The recorder simplifies the creation of UI-based automations from both SAP and third-party applications.

Instead of dragging and dropping numerous activities into the canvas of the editor, you can

click the record button and step through your typical process for any task. For example, you can navigate to screens, retrieve data from certain fields, and enter the data into your system.

The solution records each step and exports it into the bot workflow, instantly creating an automated process flow. You can then adjust the flow using intuitive editing features. You can also share the flow with the IT department for refinement and adjustment, such as changing hard-coded values to variables.

Figure 6: Automation Recorder Feature

SAP Build Process Automation allows you to create two types of bots:
- Attended bots, which are suitable if you want to actively manage your bot or if your process requires intermittent decision-making
- Unattended bots, which automatically execute a complete process using trigger mechanisms, such as a schedule or event, without any human intervention

You can choose the type of bot that best matches each process automation use case.

Intelligent Document Processing
SAP Build Process Automation includes built-in intelligent document processing capabilities. This functionality uses embedded enterprise-grade AI and machine learning capabilities to extract data from digital documents and scanned images and transfer it to your enterprise systems.

For simple documents, the solution uses a pre-trained machine learning model to automatically copy or extract information from a document. It then enters the extracted information into your business systems for processing.

For more-complex document processing, you can use the intelligent document processing feature to create document templates (see Figure 7). The solution helps you map out data fields and instruct the bots how to extract data and place it in the correct field.

Figure 7: Intelligent Document Processing Feature

Whether the documents are standard or custom, SAP Build Process Automation helps you process large numbers of business documents with content in headers and tables. You can use the extracted information to automatically process payables, invoices, or payment notes. You can also help ensure that invoices and payables match.

Process Visibility

SAP Build Process Automation offers process visibility dashboards that you can use to view and better manage the performance of your business processes (see Figure 8). The solution helps businesses gain a near-real-time and event-driven view of processes and process instances.

By tracking milestones, service-level agreements, and key performance indicators, process participants can identify process bottlenecks and at-risk process instances and take action to address process delays. And artificial intelligence–based cycle-time predictions help you address issues before they affect your business or customer experience.

Figure 8: Process Visibility Dashboard
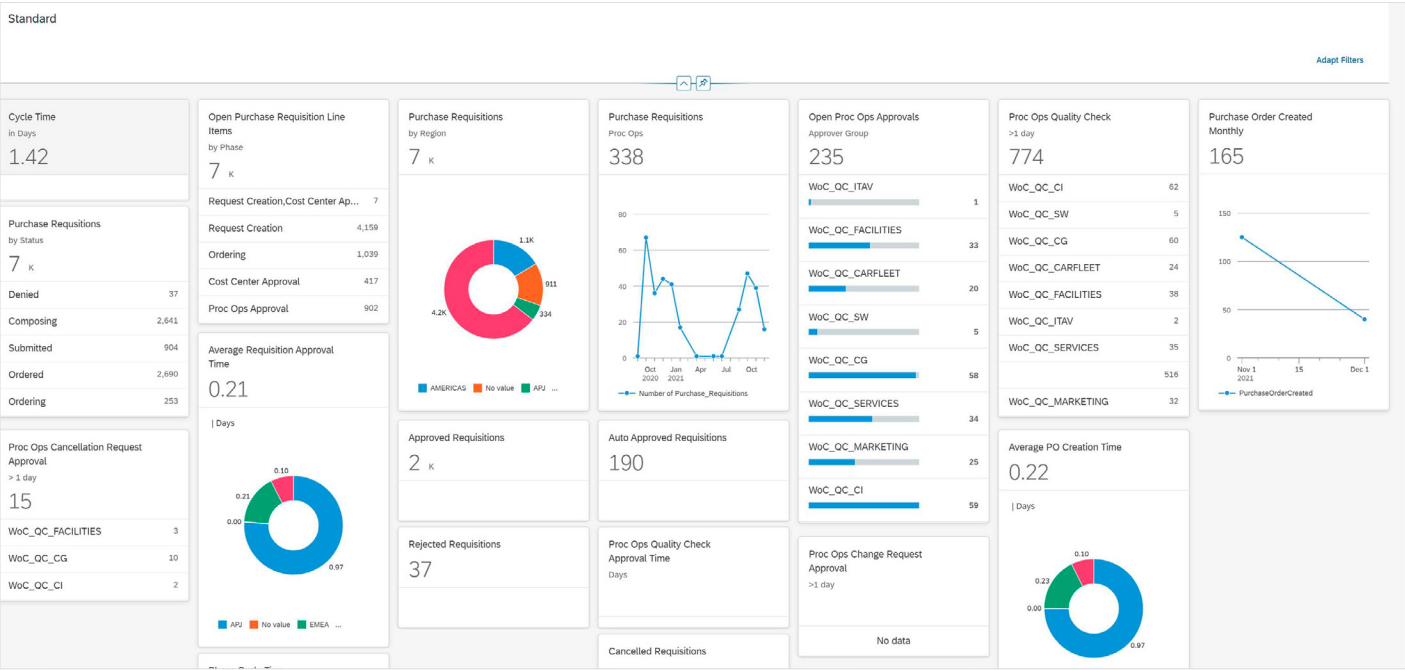
For processes built with SAP Build Process Automation, you can create dashboards with a few configuration steps that require no coding expertise. You can also create dashboards to monitor processes in SAP and third-party applications to gain a more complete view of your enterprise processes.

ACCELERATE TIME TO VALUE WITH PREBUILT CONTENT

SAP Build Process Automation helps you jump-start projects by offering a broad set of prebuilt content, which can be browsed from the lobby and directly imported into your project. You can readily access configurable content and templates, existing automations for reuse, libraries, and custom-code objects provided by your organization's IT and development teams.

The fast-growing library includes more than 340 content packages and prebuilt RPA bots for industry- and line-of-business–specific scenarios. With these packages, you can quickly improve and extend workflows and automate tasks in SAP offerings such as SAP S/4HANA®, the SAP ERP application, the SAP Business ByDesign® solution, SAP SuccessFactors® solutions, and SAP Ariba® solutions, as well as third-party applications.

Your organization's IT and development teams can provide business users with ready-to-use custom content that addresses more-complex business challenges or specific scenarios that can't be addressed with no-code tooling.

Using SAP Business Application Studio, users can create more-comprehensive workflows and business logic and make these available as subflows in SAP Build Process Automation. With this feature, business users can include subflows in their processes without needing to understand the technical details.

A typical scenario would be abstracting the complexity of APIs into ready-to-use content. Intuitive import and export functionalities enable ad hoc sharing of automation projects based on files, without having to share access to the tenant. This feature simplifies secure collaboration between business users and professional developers.

Find out more
Learn more about how SAP Build Process Automation can help you enhance business efficiency and agility with confidence. Visit us **online**.

From the SAP Build Process Automation lobby, you can **centrally view** and manage your projects.

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