

**PS 1: Display Project**

**Task** Display a project.

**Time** 10 min

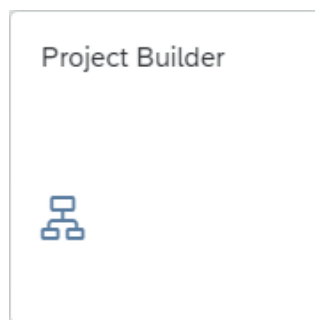
**Description** Use the SAP Fiori Launchpad to display an existing project.

**Name (position)** Jun Lee (Production Manager)

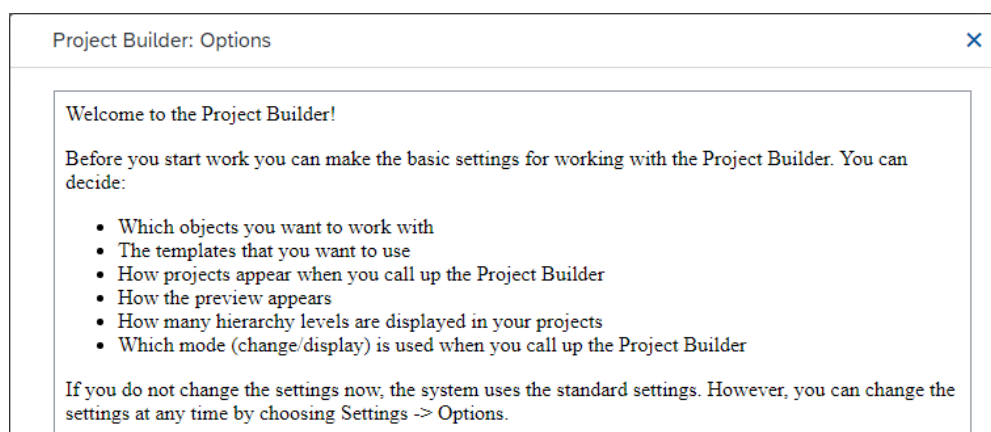
In the following task you will be dealing with an existing project. Within the project you will process the construction of a bicycle (Ultralight).

To display a project, use in the *Project System* area in the role *Production Manager* the app *Project Builder*.

Fiori App



If the following pop up occurs *Project Builder: Options*, choose ☒.



In the popup *Project Builder: User-specific options* enter for Hierarchy levels **99** and select **Preview last project**. Leave other fields as they are.

99  
Preview last project

Project Builder: User-specific options

General		Processable objects
Open project with	1 Structural display	<input type="checkbox"/> Simulation
Editing mode	C Change	<input checked="" type="checkbox"/> Project definition
Hierarchy levels	99	<input checked="" type="checkbox"/> WBS element
<input checked="" type="checkbox"/> Preview last project		<input checked="" type="checkbox"/> Network
<input type="checkbox"/> Display deleted objects		<input checked="" type="checkbox"/> Network activity
		<input checked="" type="checkbox"/> Activity element
		<input checked="" type="checkbox"/> Material Component
<b>Templates</b>		<input checked="" type="checkbox"/> Milestone
<input checked="" type="checkbox"/> Individual objects		<input checked="" type="checkbox"/> Relationships
<input checked="" type="checkbox"/> Projects		<input checked="" type="checkbox"/> PS text
<input checked="" type="checkbox"/> Standard templates		<input checked="" type="checkbox"/> Document
<input type="checkbox"/> Simulations		

✓ ✗


Confirm your entries by using the  button.


Click on . In the *Open Project* screen in Project Definition enter **P/9000** and select .



P/9000

In the Project Builder: Project P/9000 in the overview basic data, you can see that a Start and Finish date is maintained. Furthermore, the project currency, the plant and all other Basic data is maintained.

## Identification and view selection


Project def.: P/9000 Development of Ultralight Bike 

Detail: 

Overview(s):  

**Basic Data** Control Administration Long Text Collect. PR Indicators User Fields

**Status**

System Status: REL MDLK 

User status:

**Project coding mask**

Screen: P/0000-X-X-X-X Mask ID:

**Responsibilities** **Organization**

Pers.Resp.No.:  CO area:

Applicant no.:  Company code:

Business area:

Plant:

**Dates**

Start date:  Location:

Finish date:  Functional Area:

Factory Calend.:  Profit Center:

Time unit:  Proj.currency:


Fcst start date:

Finish date (F):

The system status is REL. This status is used for marking WBS elements for assignment.

On the left side you can see the classification of the project for the development of the Ultralight bicycle by using six WBS elements ▲:

- Development of Ultralight Bike
- Engineering
- Prototype
- Testing
- Small series production
- Release to mass production

These are split into allocated Activities . Milestones can be allocated to Activities. These are displayed in the SAP system using the following symbol



Project Structure: Description	Identification
▼ ▲ Development of Ultralight Bike	P/9000
▼ ▲ Development of Ultralight Bike	P/9000
▼ ■ Development of Ultralight Bike	4000000
■ General concept	4000000 0010
■ Outsourcing gear	4000000 0045
■ Performance test by professional drivers	4000000 0135
▼ ▲ Engineering	P/9000-1
■ Engineering of carbon frame	4000000 0020
■ Engineering of steering fork	4000000 0030
▼ ▲ Prototype	P/9000-2
■ Purchasing of components	4000000 0040
■ Production of carbon frame	4000000 0050
■ Production of steering fork	4000000 0060
▼ ■ Prototype assembly	4000000 0070
◆ Completion:Prototype	1

How many Activities and Milestones does the project have?

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Select the tab Control.

Basic Data	Control	Administration	Long Text	Collect. PR Indicators	User Fields
Project Profile: DE01000 Cost projects (Europe) ▼ <input type="checkbox"/> Transfer to proj.def					
Accounting		Planning dates			
Budget Profile: 000001		Network Profile: DE02000 Europe w/ ... ▼			
Planning Profile: 000001		WBS sched. prof: GPL01000 ▼			
Interest Profile: 0000001		Sched. scenario: Free scheduling ▼			
Investment Profile:		Plan.meth/basic: 3 Open planning ▼			
Results analysis key: 000001		Plan.meth/fcst: 3 Open planning ▼			
Simulation profile:		Network asst: 2 For WBS element ▼			
PartnerDetermProced.:					
Default Values for New WBS Elements					
<input type="checkbox"/> Statistical <input type="checkbox"/> Integrated Planning		Object Class: OCOST Overhead ▼ Tax Jurisdiction: WBS status profile: PS000002			

In the field Sched. scenario select the pull-down button. There you can see that in SAP predefined project structures can be chosen or as in our case, a predefined project can be created.


Name the three scenarios you can choose!

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Go to the tab Administration. Who created the project and when?

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Click on the home icon  to return to the Fiori Launchpad Overview.



## PS 2: Display WBS-Elements

**Task** Display single WBS elements from the project.

**Time** 10 Min.

**Description** Use the SAP Fiori Launchpad to display WBS elements for the existing project.

**Name (Position)** Jermain Kumins (Shop Floor Worker)

To display your WBS elements, use in the *Project System* area in the role *Shop Floor Worker* the app *WBS Element Overview*.

Fiori App



In the *WBS Element Overview* view, enter **P/9000** for *Project Definition*.

P/9000

Select **Go** to execute the search. You get an overview with the six already known WBS elements. Scroll to the right for more information.

WBS Elements (6)							Standard*	Change Status	Network Overview	Network Activity Overview	Milestone Overview	...
	Project Defini...	Project Definition Name	WBS Ele...	WBS Element Name	Level	Person Responsible						
<input type="checkbox"/>	P/9000	Development of Ultralight Bike	P/9000	Development of Ultralight Bike	1		>					
<input type="checkbox"/>	P/9000	Development of Ultralight Bike	P/9000-1	Engineering	2		>					
<input type="checkbox"/>	P/9000	Development of Ultralight Bike	P/9000-2	Prototype	2		>					
<input type="checkbox"/>	P/9000	Development of Ultralight Bike	P/9000-3	Testing	2		>					
<input type="checkbox"/>	P/9000	Development of Ultralight Bike	P/9000-4	Small series production	2		>					
<input type="checkbox"/>	P/9000	Development of Ultralight Bike	P/9000-5	Release to mass production	2		>					

**Note** A WBS element describes either a concrete activity or a subactivity that can be further subdivided.

Click on **>** in the first line on the right side of the screen to open the details of the WBS element P/9000 – Development of Ultralight Bike.

< **SAP** WBS Element ▾

Development of Ultralight Bike  
P/9000

Priority Description: Project Type Description:  
**WBS element category A**

General Information Status Project Milestones Networks/Orders Purchase Document Items

Basic Data	Organizational Data
Level: 1	Controlling Area Name: Global Bike Europe
Person Responsible: —	Company Code Name: Global Bike Germany GmbH
Applicant: —	Business Area Name: Bikes
Project Type Description: WBS element category A	Profit Center Name: —
Priority Description: —	Responsible Cost Center Name: R&D Costs
Object Class Name: Overhead costs	Plant Name: Plant Heidelberg

Here you can see general information about the WBS element, such as the start and end dates, but also more detailed information about the project, milestones or other subtasks.

Search for following information:

Controlling Area: \_\_\_\_\_

Company Code: \_\_\_\_\_

Cost Centre: \_\_\_\_\_

Plant: \_\_\_\_\_


Select the tab *Network Activities*, the view scrolls to the corresponding section. Here you can see all the associated subactivities that are assigned to this WBS element.

Network Activities

Network	Activity	Element	Activity/Element Name	Control Key Description	Plant Name	Latest Start Date	Latest Finish Date
4000000	0010		General concept	Network - internal processing	Plant Heidelberg	08/23/2021	09/06/2021
4000000	0045		Outsourcing gear	Network - internal processing or costing	Plant Heidelberg	09/13/2021	09/13/2021
4000000	0135		Performance test by professional drivers	Network - general costs activity	Plant Heidelberg	10/03/2021	10/07/2021

Press < to return to the WBS Element Overview.

You can also view details of other WBS elements. Other elements include, for example, a milestone.

Click on the home icon  to return to the Fiori Launchpad Overview.





## PS 3: Display Activities

**Task** Display Activities.

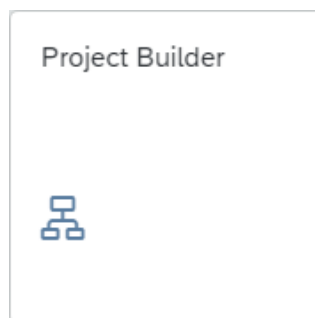
**Time** 5 min

**Description** Use the SAP Fiori Launchpad to display Activities of the project.

**Name (Position)** Jun Lee (Production Manager)

To display activities, use in the *Project System* area in the role *Production Manager* the app *Project Builder*.

Fiori App




Under *Worklist: Description* you will find the Project **P/9000**. Please double click the Project to select it.

Worklist: Description	Project object
▼ ★ Projects	
📁 Project Definitions	
📁 WBS Elements	
📁 Networks	
▼ 📄 Last Projects Processed	
🚀 Development of Ultralight Bike	P/9000

In the *Identification and view selection* choose  WBS element overview.


Identification and view selection

Project def.: P/9000      Development of Ultralight Bike      

Detail: 



Overview(s):  


Basic Data    Organization    Responsibilities    Control    Overview






S...	Le...	WBS element	Description	Short ID	Pro
<input type="checkbox"/>		1 P/9000	Development of Ultralight Bike	P/9000	01
<input type="checkbox"/>		2 P/9000-1	Engineering	P/9000-1	01
<input type="checkbox"/>		2 P/9000-2	Prototype	P/9000-2	01
<input type="checkbox"/>		2 P/9000-3	Testing	P/9000-3	01
<input type="checkbox"/>		2 P/9000-4	Small series production	P/9000-4	01
<input type="checkbox"/>		2 P/9000-5	Release to mass production	P/9000-5	01

Please double click the WBS element P/9000-2.

## Identification and view selection

WBS Element: P/9000-2 Prototype  

Detail: 


Overview(s):     

Basic Data Dates Assignments Control User fields Administr. Superior Progress Long Text cProjects

Project Type: 01 WBS element category A Short ID: P/9000-2

Priority: Proj. summarization: ☐

Status














System Status: REL 

User status:

Afterwards please select the Button Activity Overview .

In the tab *Internal Processing* all corresponding Activities should be displayed. There you see the data of Activities such as the duration in days and the work time in hours.




Int. Processing Ext. Processing Prim. Costs Total

             Catalog

Acti...	Description	Norma...	No...	Work	Un...	Work Ce...	Plant
<input type="checkbox"/> 0040	Purchasing of components	1	DAY	5.0	HR	PROC1000	HD00
<input type="checkbox"/> 0050	Production of carbon frame	2	DAY	30.0	HR	ASSY1000	HD00
<input type="checkbox"/> 0060	Production of steering fork	1	DAY	10.0	HR	ASSY1000	HD00
<input type="checkbox"/> 0070	Prototype assembly	8	DAY	60.0	HR	ASSY1000	HD00















Choose the tab *Ext. Processing*. You can see that there are no values maintained since all the WBS elements here are executed by the enterprise itself.

Now select the entry *Development Ultralight Bike - P/9000* from the project structure on the left.

Project Structure: Description	Identification
▼  Development of Ultralight Bike	P/9000
▼  Development of Ultralight Bike	P/9000
▼  Development of Ultralight Bike	4000000

In the tab *Internal Processing* the Activity “General concept” is maintained. In the tab *Ext. Processing* “Outsourcing gear” is maintained for a price of 5.000,00€.

Int. Processing Ext. Processing Prim. Costs Total















             Catalog 


Acti...	Se...	Description	Info rec.	Purch	Pri...	Cost Elem.	Vendor	Sort Te...	Materia...	P...	PL...	Pu...	Price
<input type="checkbox"/> 0045	<input checked="" type="checkbox"/>	Outsourcing gear		DE00	<input type="checkbox"/>				UTIL			E00	5,000.00

In the tab *Primary Costs* a “Performance test by professional drivers” is maintained for 8.000,00€.

Int. Processing		Ext. Processing		Prim. Costs		Total	
Acti...	Description	Amount	Curr...	Cost Elem.	Ex...	Pri	System Status
<input type="checkbox"/> 0135	Performance test by professional drivers	8,000.00	EUR	6300000			REL SETC

In the tab *Total* you can see in the overview which Activity belongs to which kind (Internal Processing, Service and Gen. Costs Activities in this case). Scroll on to the right where you can see the duration and costs for the Activities.

Int. Processing			Ext. Processing			Prim. Costs		Total	
<div><div> Catalog</div></div>									
	Acti...	I...	E...	S...	G...	Description	WBS element		
<input type="checkbox"/>	0010	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	General concept	P/9000		
<input type="checkbox"/>	0045	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Outsourcing gear	P/9000		
<input type="checkbox"/>	0135	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Performance test by professional drivers	P/9000		

Click on the home icon  to return to the Fiori Launchpad Overview.



## Step 4: Display project network graph

**Task** Display the project network graph.

**Time** 5 min

**Short Description** Use the SAP Fiori Launchpad to display the project network graph.

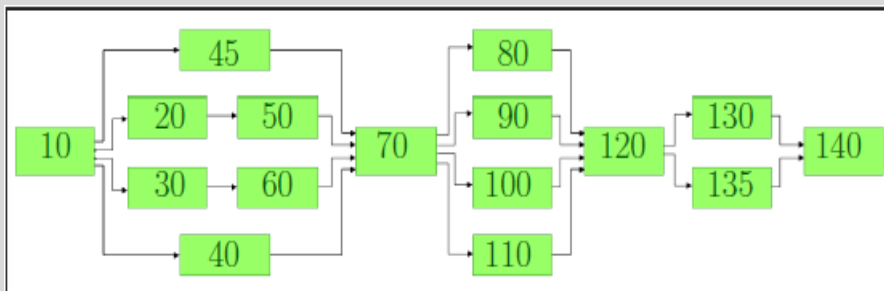
**Name (Position)** Jun Lee (Production Manager)

To display a project network graph, use in the *Project System* area in the role *Production Manager* the app *Project Network Graph*.

Fiori App

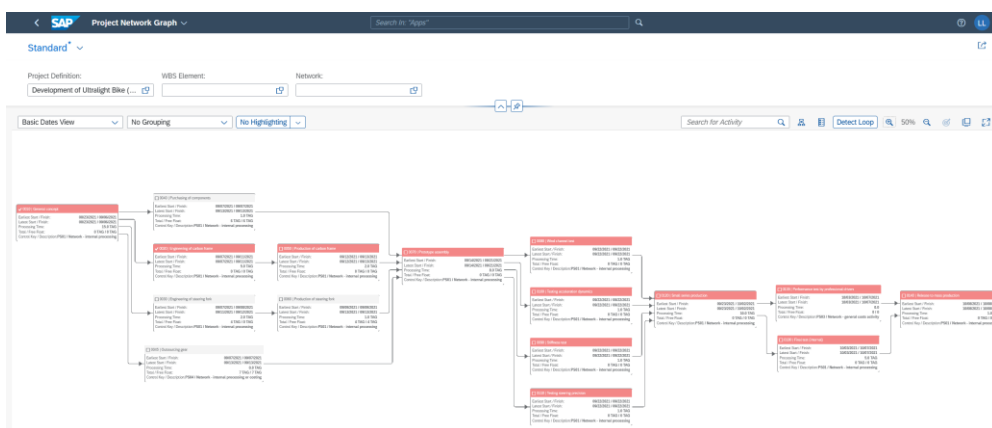
Project Network  
Graph

Activities can be linked together by relationships to establish a chronological order. The resulting arrangement structure is called a network. The diagram shows a schematic of the network plan for the development of the ultra-light bike.




Enter **P/9000** in the Project Definition search field. The corresponding network is automatically loaded by the system.


P/9000

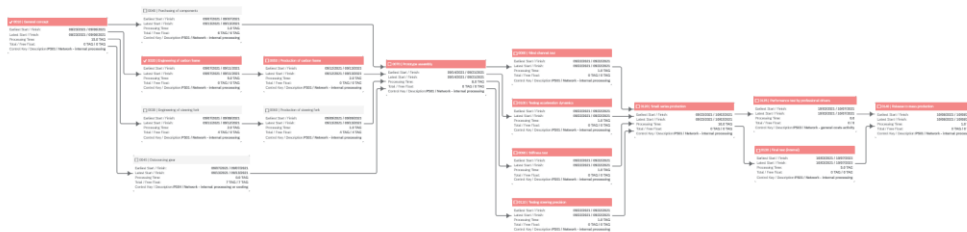


The interface offers several ways to interact with the network. For example, you can identify loops that have not been noticed in the Project Builder and look at the critical path of the project. Activities of the critical path are marked

■ **Basic Critical**.

Further explanations of the graph can be found in the legend .

Click on  to adjust the network to the window size.



Explain how the critical path of a project is defined!

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You can thus get an overall impression of the network. You can use  and  to zoom in and out at any time.

Zoom in on the view again. Already in the overview of the project network you can see important key data such as start and end dates and the processing time for the individual activities.

Click on the operation *0020 / Engineering of carbon frame* to open further details.

✓ 0020   Engineering of carbon frame	
Earliest Start / Finish:	09/07/2021 / 09/11/2021
Latest Start / Finish:	09/07/2021 / 09/11/2021
Processing Time:	5.0 TAG
Total / Free Float:	0 TAG / 0 TAG
Control Key / Description: PS01 / Network - internal processing	

In the *Network Activity*, you can view the current status and other general information such as the control key, workstation name. Further information on the status or a list of all predecessors/successors can also be viewed in the lower area.

#### Network Activity (0020)

[Engineering of carbon frame \(0020\)](#)

Control Key:  
Network - internal processing (PS01)

Plant Name:  
Plant Heidelberg

Status:  
✓ Fully Confirmed

#### General Information

##### Basic Data

Activity Type Labor hours  
Name:  
Control Key: Network - internal processing (PS01)  
Work Center HD Development / Plant Heidelberg  
Name / Plant Name:  
Priority: –  
Network: [Development of Ultralight Bike \(4000000\)](#)  
Network Type: Network with activity assignment(int.NA) (PS02)  
WBS Element: [Engineering \(P/9000-1\)](#)

##### Activity Details


Planned/Actual Work: 40.000 HR / 42.000 HR  
Forecast Work / Remaining Work: 42.000 HR / 0.000 HR  
Activity Quantity / Price: 1.000 / 0.00 EUR  
Cost Element: –

> Activity Dates

> Constraints

> Status

You can also look at other activities in detail.

Click on the home icon  to return to the Fiori Launchpad Overview.

## PS 5: Display Milestones

**Task** Display Milestones.

**Time** 5 min

**Description** Use the SAP Fiori Launchpad to display Milestones of the Project.

**Name (Position)** Jun Lee (Production Planner)

To display a milestone, use in the *Project System* area in the role *Production Manager* the app *Milestone Overview*.

Fiori App

Milestone Overview

**Note** Important Project content is marked by milestones. Milestones are allocated to Activities or WBS elements of the project and fulfill tasks for later processes or steps like progress determination and Milestone Billing in case of Sales and Distribution projects.


Enter P/9000 in the Project Definition search field and select **Go**.

P/9000


You will get an overview of all milestones of the project. Scroll to the right for more information

Project Defini...	Project Definition Name	WBS Element	WBS Element Name
<input type="checkbox"/> P/9000	Development of Ultralight Bike	P/9000-2	Prototype
<input type="checkbox"/> P/9000	Development of Ultralight Bike	P/9000-4	Small series production
<input type="checkbox"/> P/9000	Development of Ultralight Bike	P/9000-5	Release to mass production

What are the milestone names of the P/8000 project?

Take a closer look at the last milestone. To do this, click on  at the end of the line.

Here you can see more detailed information on whether a milestone has been completed, for example, its percentage of completion or its relevance for the progress and trend analysis.

<

Milestone ▾

3

Completion: Release

Scheduled Date:


10/08/2021

Usage Description:

Close

General Information
Network Activity/Network
WBS Element/Project

Basic Data	Control Data
Usage Description: Close	Percentage of Completion: —
Scheduled Date: 10/08/2021	Invoice Percentage: 0.00
Fixed Date: —	Relevant for Progress Analysis: Yes
Actual Date: —	Relevant for Sales Document Date: No

Click on the home icon  to return to the Fiori Launchpad Overview.





## PS 6: Information System Structures

**Task** Analyze the project structure.

**Time** 5 min

**Description** Use the SAP Fiori Launchpad to analyze the project structure.


**Name (Position)** Jermain Kumins (Shop Floor Worker)

Using the structure information system, the project structure as well as Dates, Costs and Returns (for Plan and Actual) can be evaluated. In the Info System not just the Display but maintenance of objects including the setting of dates for WBS elements is possible.

To analyze the project structure, use in the *Project System* area in the role *Shop Floor Worker* the app *Structure Overview*.

Fiori App





















Structure Overview

If the system prompts you to enter something in *PS Info profile* enter **GL01000** and confirm with .

GL01000


In the selection window for project enter **P/9000** and leave all other fields as they are. Select the **Execute** button to display the report.

P/9000

Project Info System: Structure Initial Screen						
  Sel. vers.  Without Tree  More						
               						
Project Structure Overview	Title	BasicStartD...	Basic finish	Actual start	Actual finish	
<input type="checkbox"/> Development of Ultralight Bike	P/9000	08/23/2021	10/08/2021	08/23/2021	09/11/2021	
<input type="checkbox"/> Development of Ultralight Bike	P/9000	08/23/2021		08/23/2021	09/11/2021	
<input type="checkbox"/> Development of Ultralight Bike	4000000	08/23/2021		08/23/2021	09/06/2021	
<input type="checkbox"/> Engineering	P/9000-1			09/07/2021	09/11/2021	
<input type="checkbox"/> Prototype	P/9000-2					
<input type="checkbox"/> Testing	P/9000-3					
<input type="checkbox"/> Small series production	P/9000-4					
<input type="checkbox"/> Release to mass production	P/9000-5					

Expand the tree structure further. You will find the same structure as in the Project Builder. In addition, the basic dates and the current actual dates for the individual tasks are listed so that you can follow the current progress of the project.

	Project Structure Overview	Title	BasicStartD...	Basic finish	Actual start	Actual finish
<input type="checkbox"/>	▼ Development of Ultralight Bike	P/9000	08/23/2021	10/08/2021	08/23/2021	09/11/2021
<input type="checkbox"/>	▼ Development of Ultralight Bike	P/9000	08/23/2021		08/23/2021	09/11/2021
<input type="checkbox"/>	▼ Development of Ultralight Bike	4000000	08/23/2021		08/23/2021	09/06/2021
<input type="checkbox"/>	> General concept	4000000			08/23/2021	09/06/2021
<input type="checkbox"/>	> Outsourcing gear	4000000				
<input type="checkbox"/>	> Performance test by professional drivers	4000000				
<input type="checkbox"/>	▼ Engineering	P/9000-1			09/07/2021	09/11/2021
<input type="checkbox"/>	> Engineering of carbon frame	4000000			09/07/2021	09/11/2021
<input type="checkbox"/>	> Engineering of steering fork	4000000				
<input type="checkbox"/>	▼ Prototype	P/9000-2				
<input type="checkbox"/>	> Purchasing of components	4000000				
<input type="checkbox"/>	> Production of carbon frame	4000000				
<input type="checkbox"/>	> Production of steering fork	4000000				
<input type="checkbox"/>	> Prototype assembly	4000000				
<input type="checkbox"/>	▼ Testing	P/9000-3				
<input type="checkbox"/>	> Wind channel test	4000000				
<input type="checkbox"/>	> Stiffness test	4000000				
<input type="checkbox"/>	> Testing acceleration dynamics	4000000				
<input type="checkbox"/>	> Testing steering precision	4000000				
<input type="checkbox"/>	> Small series production	P/9000-4				
<input type="checkbox"/>	> Release to mass production	P/9000-5				

Click on the home icon  to return to the Fiori Launchpad Overview.



## PS 7: Display Actual Costs

**Task** Display the actual costs of the project.

**Time** 5 min

**Description** Use the report Actual/Commitment/Total/Plan in CO Area Currency to display the actual costs for the project.


**Name (Position)** Silvia Cassano (Controller)

To display the costs report, use in the *Project System* area in the role *Controller* the app *Project Costs - Actual/Commitment/Total/Plan*.

Fiori App



Project Costs  
Actual/Commitment/...

If the system prompts you to enter a Database Profile, please enter **GL01000** GBI: Standard selection (structure) and click .

GL01000

Within project enter the project **P/9000**. Compare that the necessary data be filled as in the following screenshot.

P/9000

The *Controlling Area* should be **EU00**, the *Plan Version* **0**, *From Fiscal Year* should be **2021** and *to Fiscal Year* should be **next year**. For *from Period* select **1** and for *To Period* select **12**.

EU00  
0  
2021  
until next year  
1 to 12

**SAP** Actual/Comm/Total/Plan in COAr CrCY: Selection Search In: "Apps"

Menu Data Source... Change DB profile Other DB profile Status

Project Management Selections (Other DB profile: GL01000)

Project: P/9000 to:

Sales document: to:

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WBS Element: to:

Network/order: to:

Activity: to:

Materials in network: to:

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Selection values

Controlling Area: EU00

Plan Version: 0

From Fiscal Year: 2021

To Fiscal Year: 2024

From Period: 1

To Period: 12

Then click **Execute**. If a pop up is produced, please select the extract of the report that you selected.

You get an overview about all used cost elements. These are structured in Is, Open, Sum and Plan costs.

Act/Com/Total/Plan		As of: 08/08/2023		Page: 2 / 6	
				Column 1 / 4	
Object		PRJ P/9000		Development of Ultra	
Name of Person Resp.					
From Fiscal Year		2021	To Fiscal Year	2024	
From Period		1	To Period	12	
Cost Elements		Actual	Commitments	Total	Plan
6300000 Other operating expenses		9,700.00		9,700.00	8,000.00
6991000 Cost of Labor			5,000.00	5,000.00	5,000.00
8000000 Labor		6,850.00		6,850.00	21,250.00
* All Cost Elements		16,550.00	5,000.00	21,550.00	34,250.00

Where do the planned costs come from that are shown for the project and the individual activities?

Where does the "commitment" amount come from?

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Click on the activity **NWA 4000000 0045 Outsourcing Gear** in the list of Variation: Object on the left side of the screen. The cost elements of this activity are listed.

Variation: Object	
✓	PRJ P/9000 Development of Ultralight Bike
✓	WBS P/9000 Development of Ultralight Bike (Cum.)
	NWA 4000000 0010 General concept
	NWA 4000000 0045 Outsourcing gear
	NWA 4000000 0135 Performance test by professional drivers

In the case of outsourcing, the cost element 6991000 labour costs is used and costs of 5,000 EUR are specified. These costs could already be seen in exercise PS 3.

Act/Com/Total/Plan		As of::08/08/2023		Page: 2 / 6	
				Column 1 / 4	
Object		NWA 4000000 0045		Outsourcing gear	
Name of Person Resp.					
From Fiscal Year		2021	To Fiscal Year	2024	
From Period		1	To Period	12	
Cost Elements		Actual	Commitments	Total	Plan
6991000 Cost of Labor			5,000.00	5,000.00	5,000.00
* All Cost Elements			5,000.00	5,000.00	5,000.00

Which operations use the cost type 8000000 labour?


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