

Business Process Documentation for SAP implementations

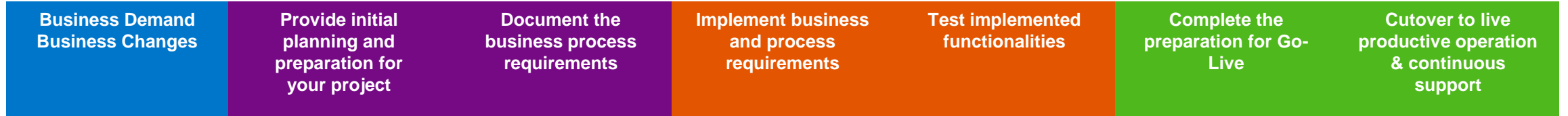
Robin Schönwald, SAP Consulting

15.03.2013



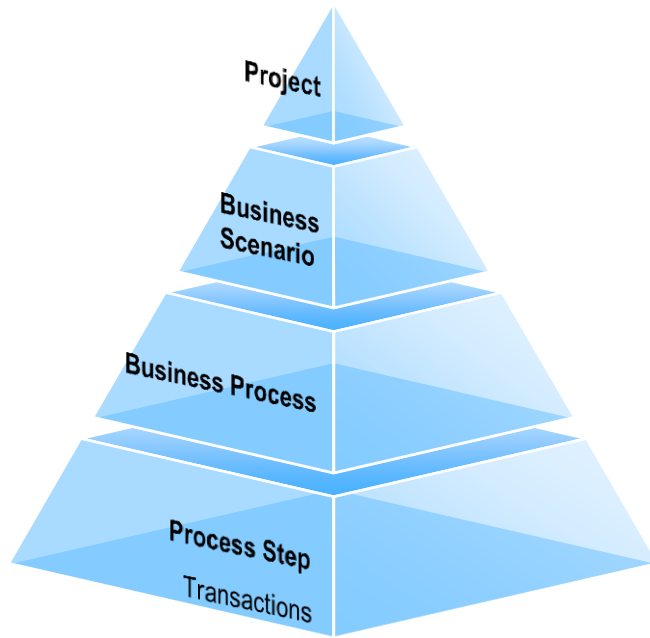
SAP Solution Manager 7.1

Detailed Capabilities



What is a Business Blueprint?

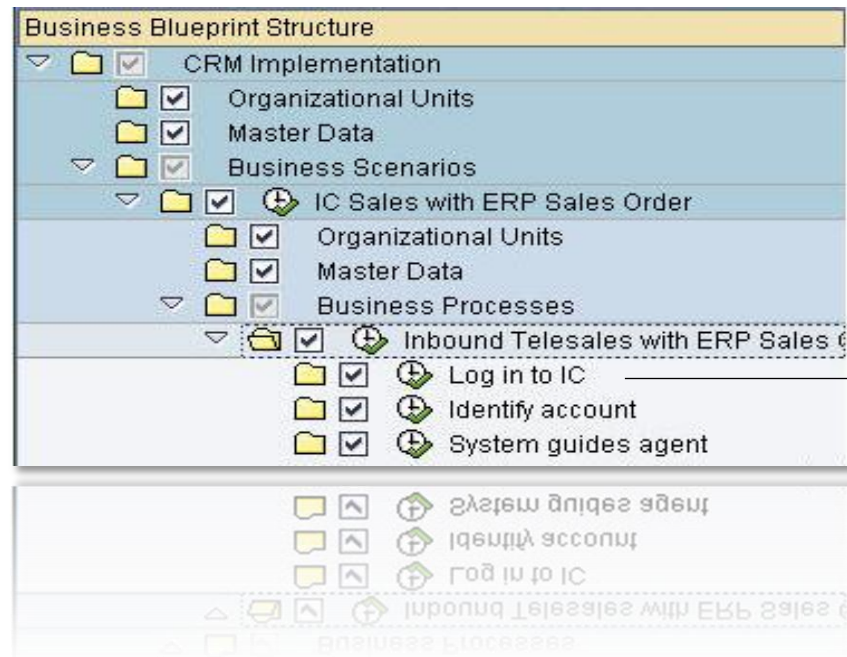
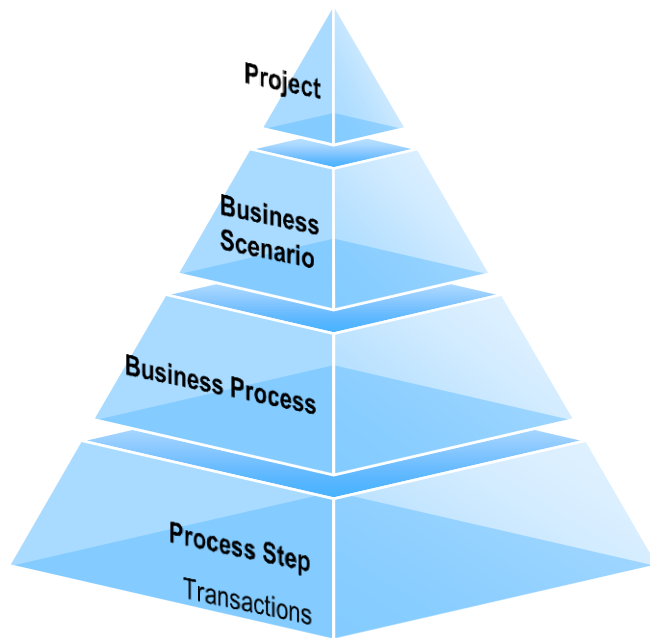
Primarily, the Business Blueprint represents business processes in SAP Solution Manager



- A **project structure** in which relevant business scenarios, business processes and process steps are organized in a hierarchical structure.
- You can also create **project documentation** and assign it to individual scenarios, processes or process steps.
- You then **assign transactions** to each process step, to specify how your business processes should run in your SAP Systems.

What is a Business Blueprint?

Primarily, the Business Blueprint represents business processes in SAP Solution Manager



Type	Logical Com...
Transacti	Z_CTE_001
Transacti	Z_CTE_001

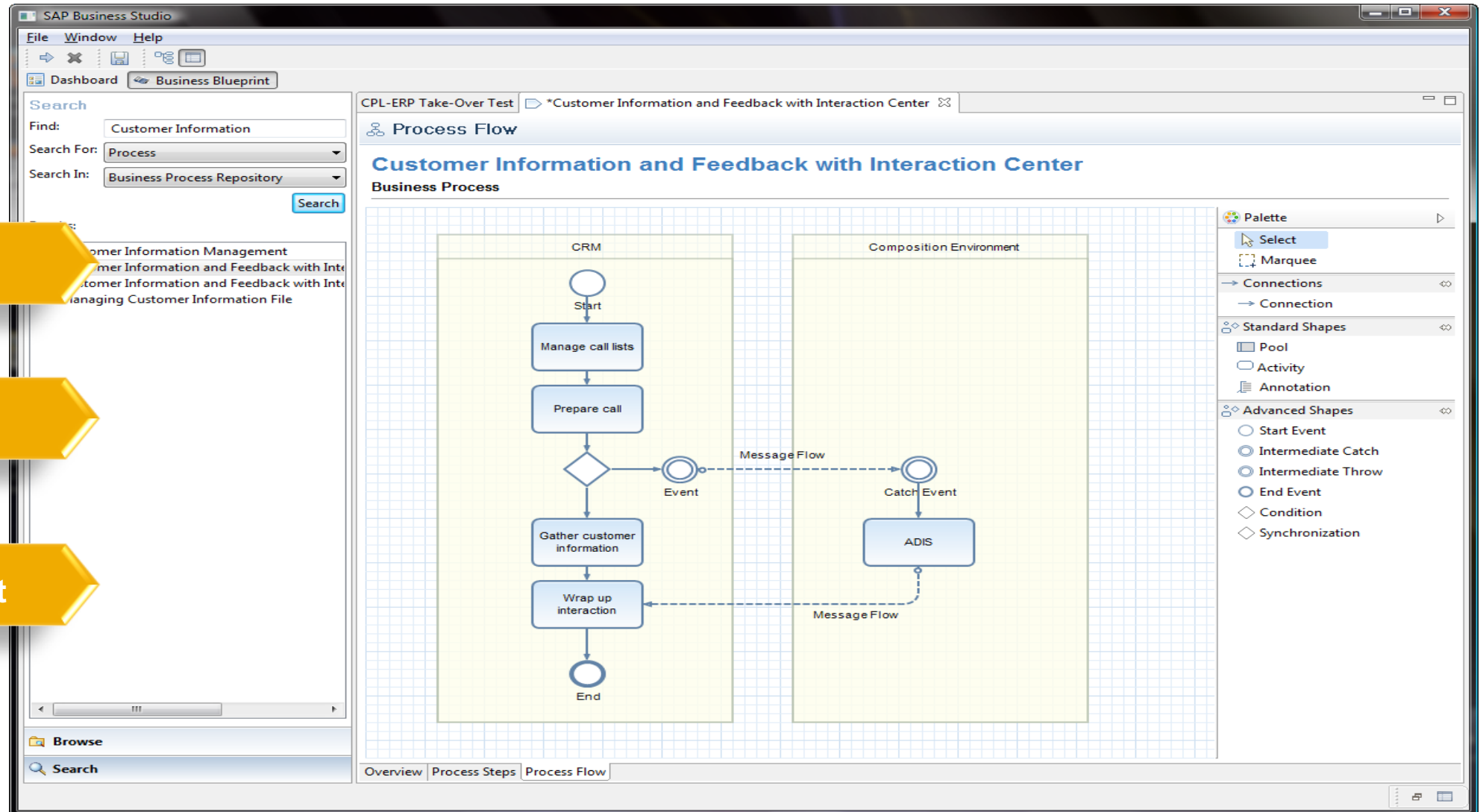
SAP Solution Manager 7.1

Enhanced Business Blueprint

BPMN

BBP Sync

Eclipse Client



Why is the Business Blueprint important?

Organizing Information

1. The business blueprint is the primary structuring criteria for all project information
2. It's the best way to organize and find project relevant information

Testing

1. Tests are defined in context of business processes
2. Test coverage is based on process steps
3. Processes are the link between requirements and tests

Document Business Processes

1. Business Processes are the foundation of your company and your IT systems
2. Only few companies can utilize their full potential without knowing their processes

Precondition for many functions

1. Business Process Change Analyzer
2. Solution Documentation Assistant
3. Business Process Monitoring



Business Blueprint Definition

Business Blueprint Definition

The purpose of the Business Blueprint phase is to outline the current situation as defined in workshops so you can compile a Business Blueprint documenting the target state of the solution being implemented and the resultant requirements. The conceptual design draw up by the project team members therefore describes how your enterprise wants to map its business processes using SAP and non-SAP systems.



Business Blueprint Information



Business Process Expert..

Draw your conceptual design for your project on a structured level

Define/Maintain/Assign your structure item and use

- Organizational units (e.g. Sales Group, Service Group, Billing Group) to document groups affected by the project in their daily work
- Master Data (e.g. Pricing Conditions, Cross Selling Data, Marketing Attributes) to document data which are related to the business processes
- Business Scenario on a three-level structure layer (Business Scenario, Business process, Process steps) and Business Scenario related Organizational unit and Master Data
- Interface Scenarios between logical components

Business Blueprint Information Example

Project: Z_S2SERP_0 - Change - Business Blueprint - SAP Solution Manag

Business Blueprint Structure

- ✓ Sales Processes in ERP
 - ✓ Organizational Units
 - ✓ Master Data
 - ✓ Business Scenarios
 - ✓ Standard Sales Order Processing
 - ✓ Organizational Units
 - ✓ Master Data
 - ✓ Business Processes
 - ✓ **Standard Sales Order Processing in ERP**
 - ✓ Create standard sales order
 - ✓ Create cash sale
 - ✓ Create rush order
 - ✓ Select inquiry, quotation or contract
 - ✓ Post goods receipt
 - ✓ Change price for special stock (optional)
 - ✓ Create returnable packaging items
 - ✓ Enter goods transfer posting for returns stock
 - ✓ Check availability, schedule order, and create requirement
 - ✓ Enter goods issue for scrapping (optional)
 - ✓ Change returns order (optional)
 - ✓ Check foreign trade data
 - ✓ Check credit limit
 - ✓ Determine and process message output
 - ✓ Monitor returnable packaging stock
 - ✓ Monitor sales order processing

System Role

Business Process

Structure Gen. Documentation

Standard Sales Order Processing in

Load URL

<http://help.sap.com/SCENARIOS>

Standard Sales C

Purpose

You can use this business process binding agreement between a sales services. It includes defined prices,

Process Flow

```
graph TD; Vendor[Vendor] --> SAP[SAP R/3 ENTERPRISE]; SAP --> Step1[Create standard sales order]; Step1 --> Step2[Create cash sales order];
```

Business Blueprint Information Example

Business Scenarios

Project: Z_S2SERP_0 - Change - Business Blueprint - SAP Solution Manag

Business Blueprint Structure

- Sales Processes in ERP
 - Organizational Units
 - Master Data
 - Business Scenarios
 - Standard Sales Order Processing
 - Organizational Units
 - Master Data
 - Business Processes
 - Standard Sales Order Processing in ERP
 - Create standard sales order
 - Create cash sale
 - Create rush order
 - Select inquiry, quotation or contract
 - Post goods receipt
 - Change price for special stock (optional)
 - Create returnable packaging items
 - Enter goods transfer posting for returns stock
 - Check availability, schedule order, and create requirement
 - Enter goods issue for scrapping (optional)
 - Change returns order (optional)
 - Check foreign trade data
 - Check credit limit
 - Determine and process message output
 - Monitor returnable packaging stock
 - Monitor sales order processing

System Role: Production System

Business Process: Standard Sales Order Processing in ERP

Structure: Gen. Documentation

Load URL: <http://help.sap.com/SCENARIOS>

Purpose
You can use this business process binding agreement between a sales services. It includes defined prices,

Process Flow

```

    graph TD
      Vendor[Vendor] --> SAP[SAP R/3]
      subgraph ENTERPRISE [ENTERPRISE]
        SAP --> CreateStandard[Create standard sales order]
        SAP --> CreateCash[Create cash sales order]
      end
  
```

Organizational Units

System Role: Production System

Structure Element: Organizational Units

Source: Business Process Repository

Organizational Unit Name	Logical Com...	Source	Original Name
Sales Group	Z_ERP	Business Process Repository	Sales Group
Purchasing Group	Z_ERP	Business Process Repository	Purchasing Group
Distribution center	Z_ERP	Business Process Repository	Distribution center

Business Process Repository Selection Help

Organizational Area/Organizational Unit / ...	Valid to
Organizational Areas	
Product Development and Intro	
Sales	
Billing Unit	
Client	
Distribution Channel (C	

Master Data

System Role: Production System

Structure Element: Master Data

Source: Business Process Repository

Master Record Name	Logical Com...	Source	Original Name
Product Catalog	Z_CRM	Business Process Repository	Product Catalog
Business Partner (R/3)	Z_ERP	Business Process Repository	Business Partner (R/3)
Conditions (R/3-SD)	Z_ERP	Business Process Repository	Conditions (R/3-SD)

Business Process Repository Selection Help

Organizational Area/Master Data / Valid Fr...	Valid to
Sales	
Assignment maintenanc	
Assortment module ma	
Assortment processing	
Assortment-assortmen	
ATP Rule	

Interface Scenarios

System Role: Production System

Structure Element: Interface Scenarios

Source: Business Process Repository

Interface Scenario	Source	Original Name
WebCatalog to ERP		

Business Blueprint

Define your process structure



Business Process Expert..

Document your project as a structure based on business views

Document your project as a structure based on Business scenarios, business processes and process steps

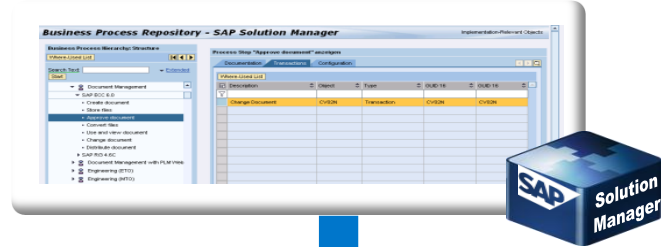
- Incorporate virtual levels (using name conventions and prefixes) if you need to work with additional levels
- Complete your scenario's definition by linking or assigning master data and organizational units which shows how the company is organized
- Get a graphical display of your component-specific or cross-component scenario

Business Blueprint

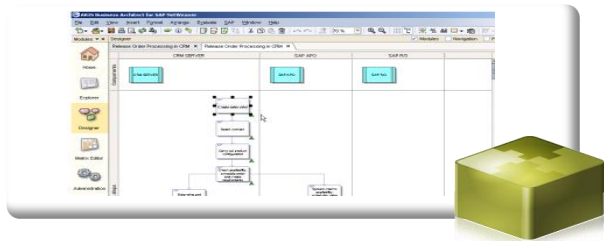
How to start

SAP Implementation content

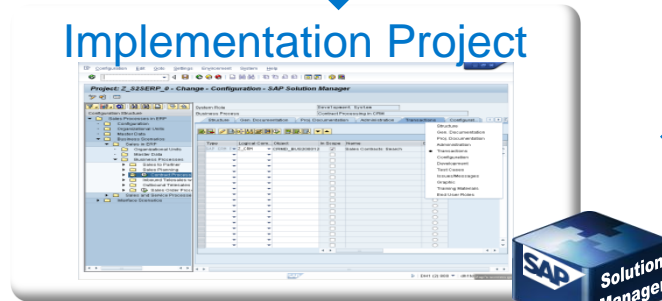
<https://implementationcontent.sap.com/bpr>



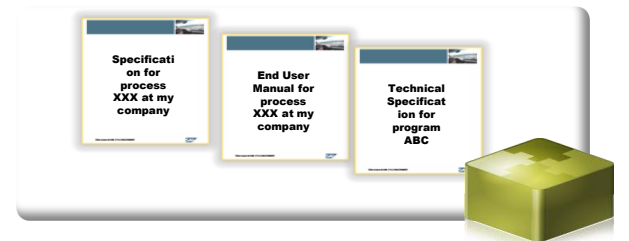
External documentation tool e.g. ARIS



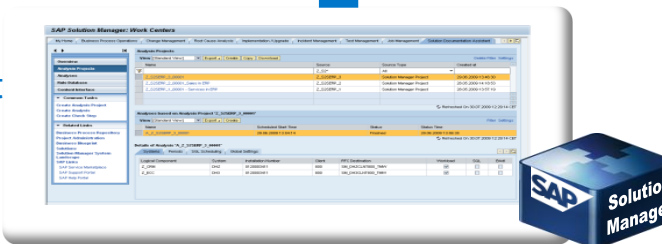
Implementation Project



Customer documentation outside SAP Solution Manager



Solution Documentation Assistant
www.service.sap.com/ALM
 --> Solution Documentation

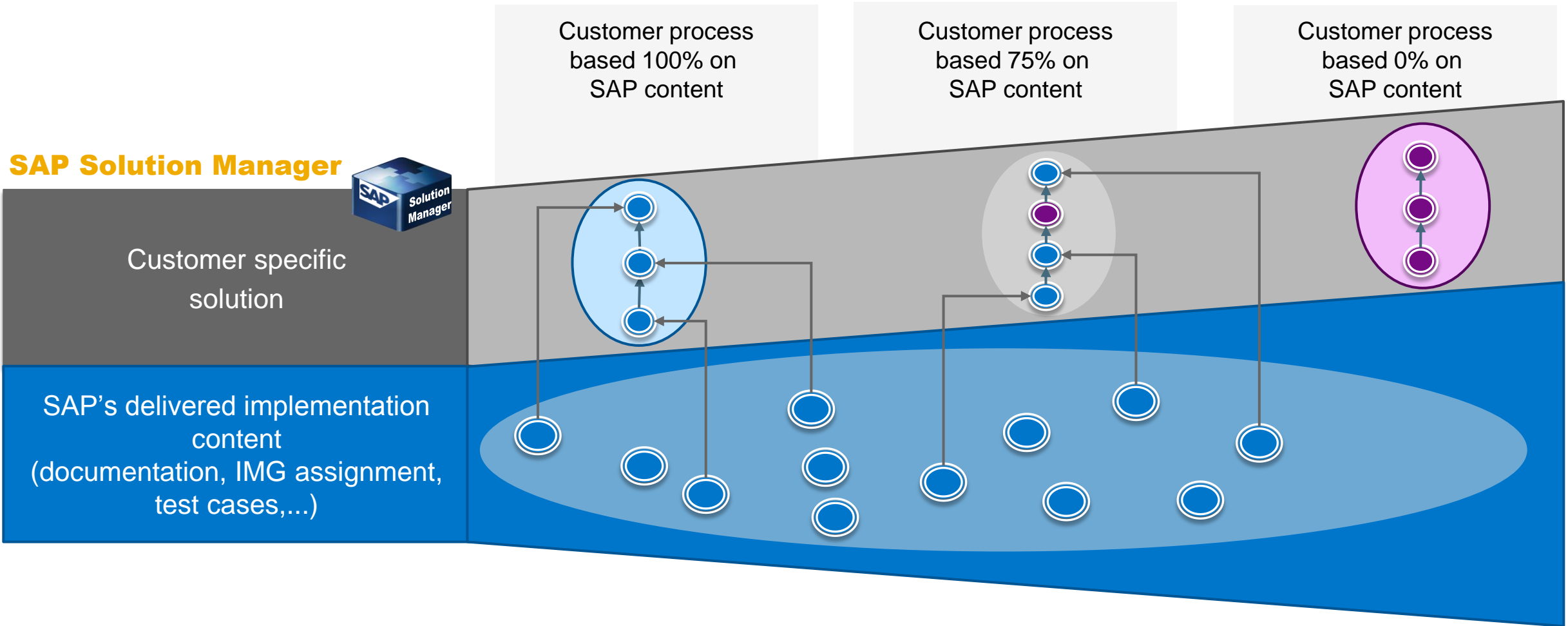


*) file interface available

Business Blueprint

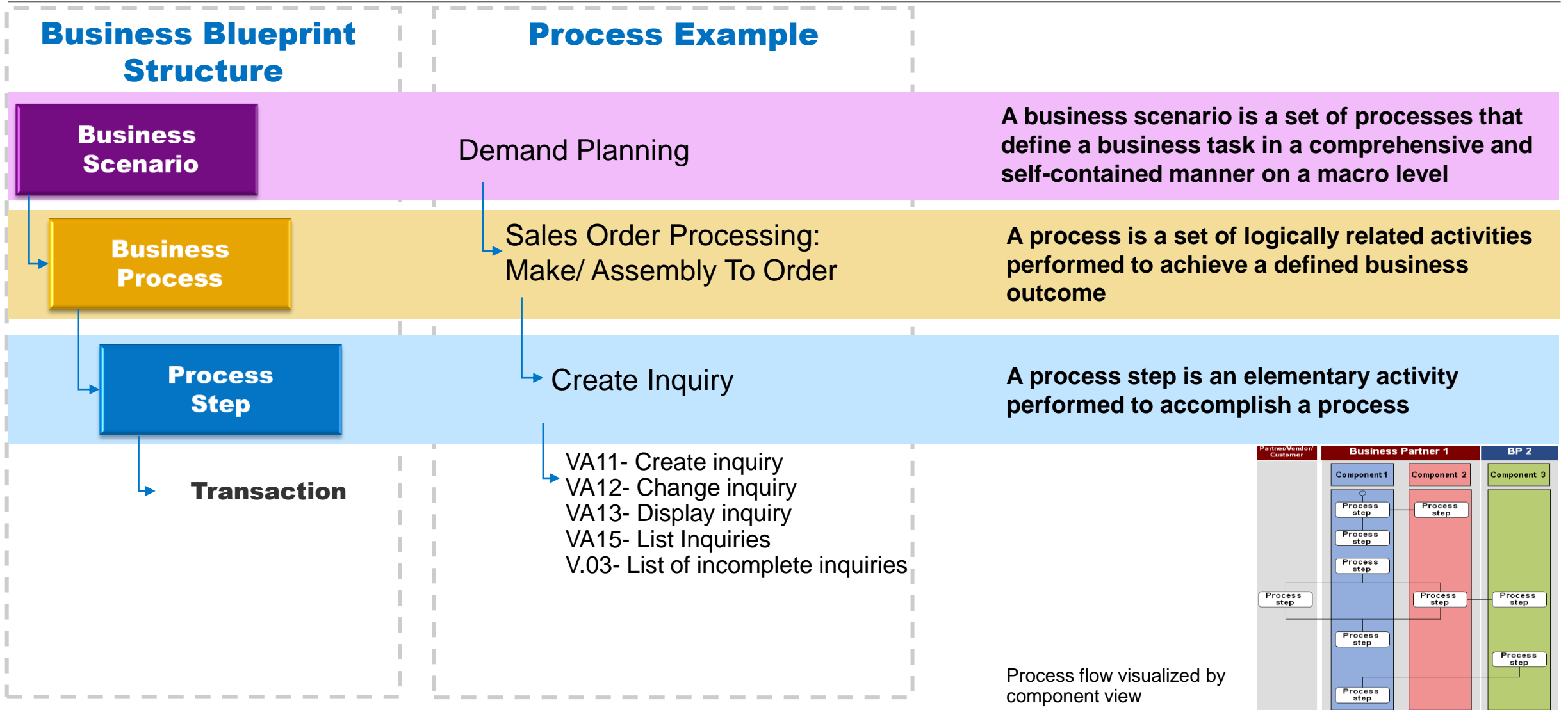
SAP Implementation content

SAP Solution Manager



Business Blueprint Structure

Structure Levels – Example



Business Blueprint Structure

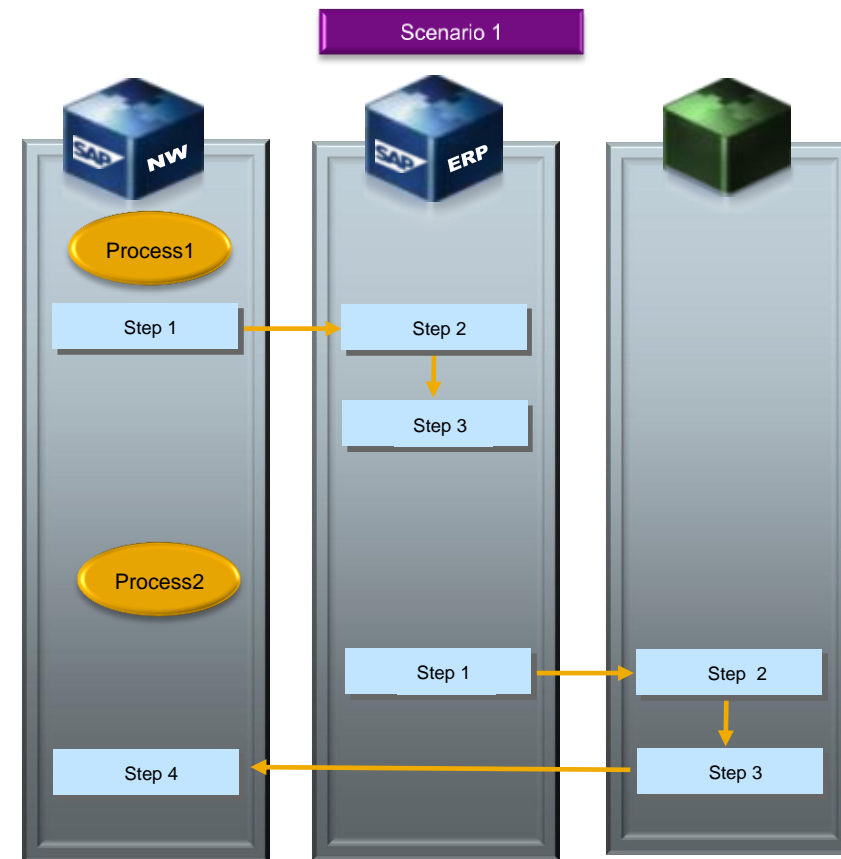
Process Design



Blueprint Structure

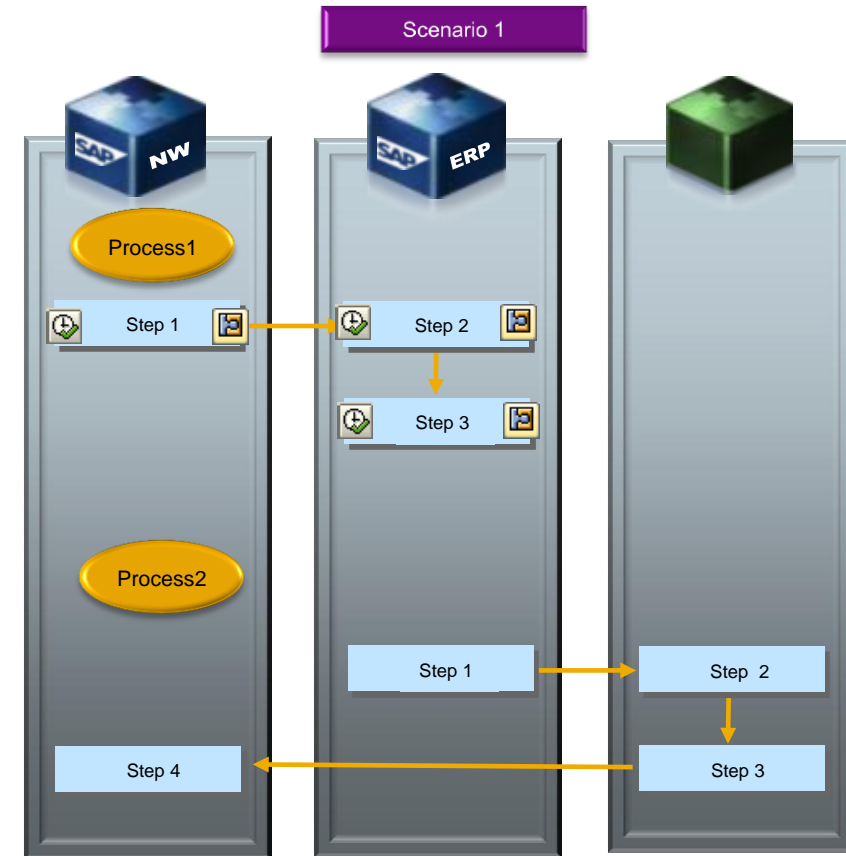
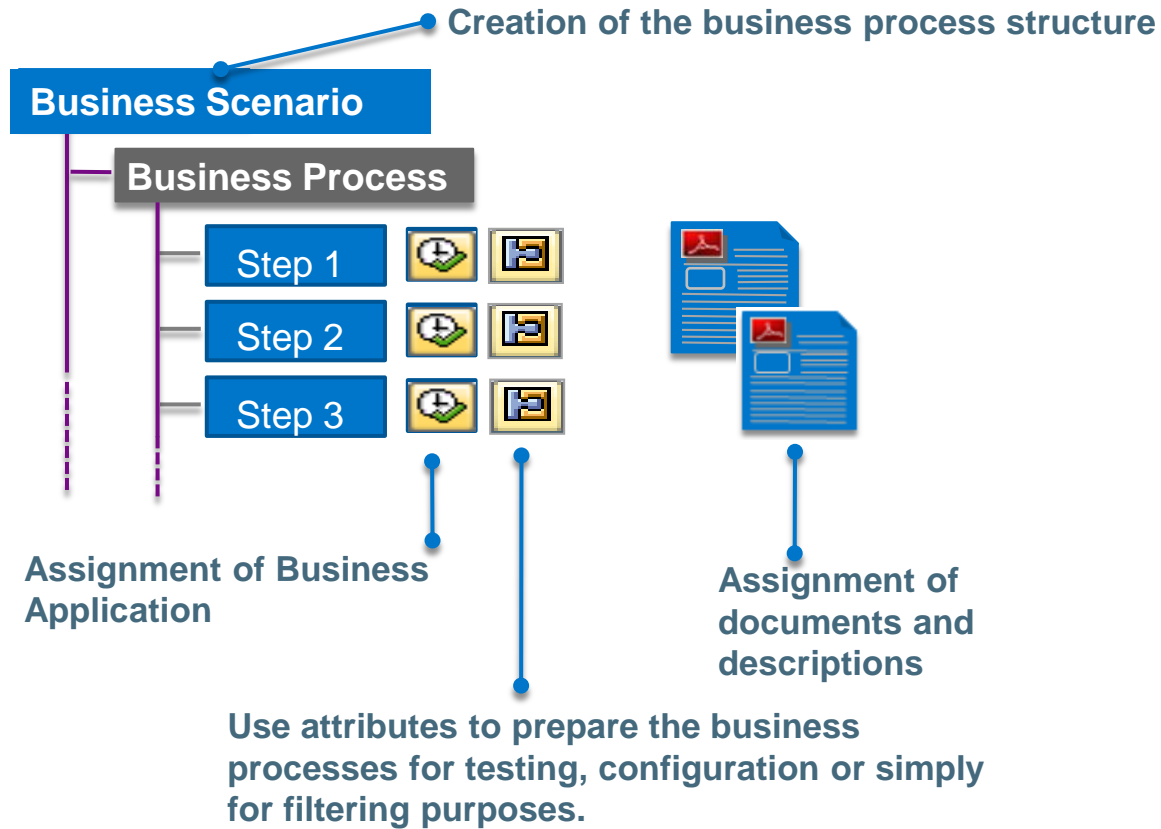
Business Scenario 1

- Business Process 1
 - Business Process Step 1
 - Business Process Step 2
 - Business Process Step 3
 - ...
- Business Process 2
 - Business Process Step 1
 - Business Process Step 2
 - Business Process Step 3
 - Business Process Step 4



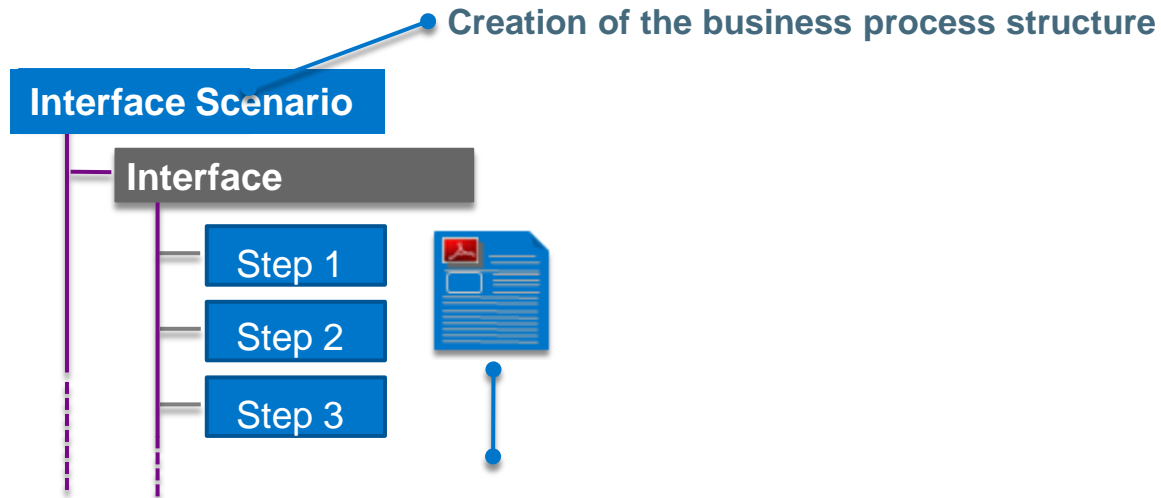
Business Blueprint Structure

Process Documentation



Business Blueprint Structure

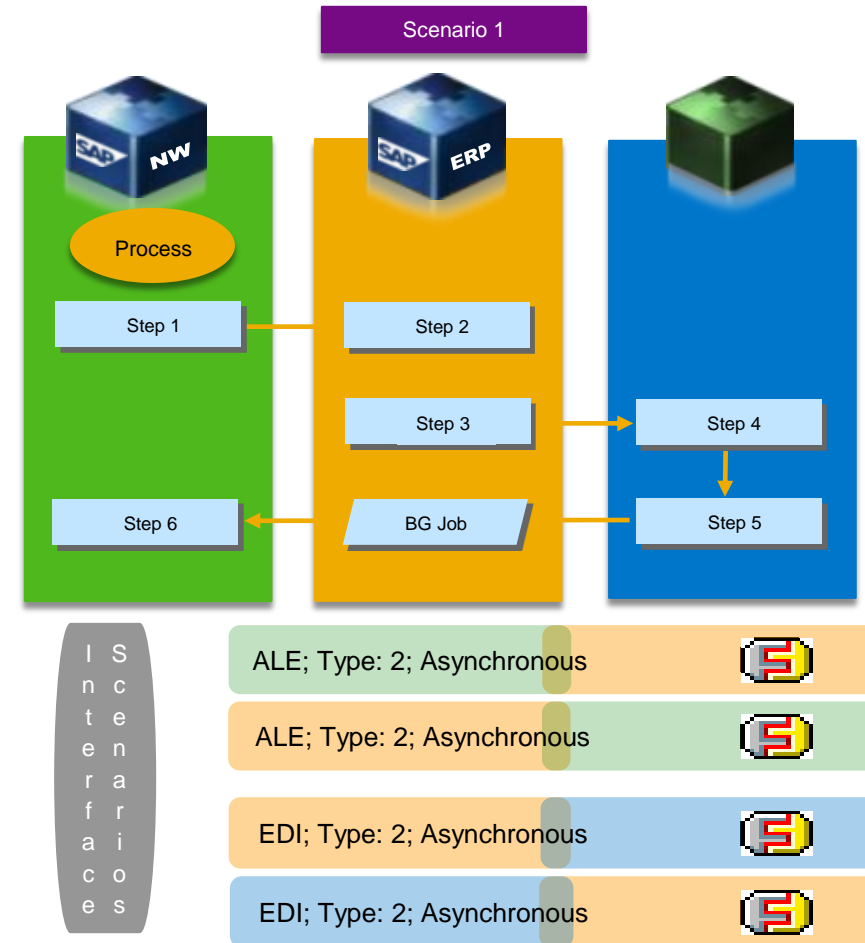
Interface Documentation



Assign:

- Interface name
- Sending and receiving system
- Technology
- Type

and gives possibility to describe them assigning specific documentation. Afterwards the interface can be assigned to the business processes.



Technical Objects

Define how your business processes run in the systems



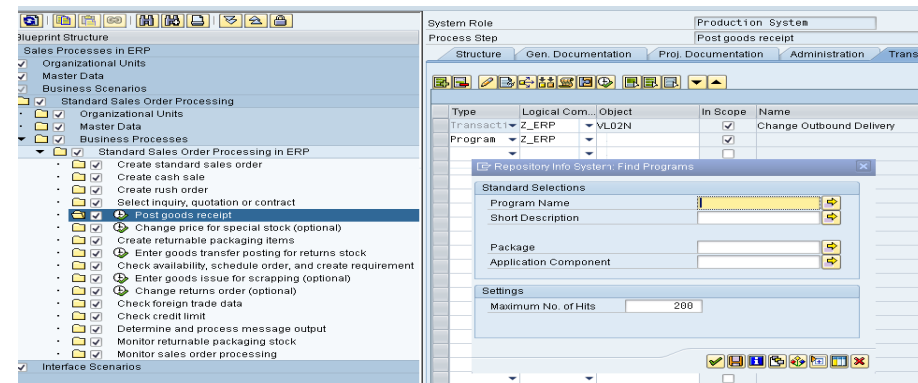
Team Member..

Define how your business processes run in SAP and Non SAPⁿ) systems

Reflect your defined processes on a technical level

- Document which processes are executed in which system
- Document which standard or customer specific technical objects are executed to run the process in the daily business
- Assign business processes to the related logical component
- Start conducting the initial test
- Call assigned transactions, URLs and programs
- Navigate to the relevant application

***) Restricted SAP Solution Manager functionalities for Non SAP systems**



Documentation

Document how your processes run on a business level



Team Member..

Define and describe processes on a business level
(Purpose, Process Flow, Result, for instance)

- Define and describe processes on a business level (Purpose, Process Flow, Result, for instance)
- Access business scenario and business process documentation if you used predefined implementation content from Business Process Repository
- Create your project-specific documentation
- Reflect your actual scenarios and process documentation and include requirements, implementation options, and process flow
- Use your initial test perception to supply input for requirements regarding enhancements and customer developments (including interface definition, program developments and data transfer)
- Mark your documentation on Business Blueprint relevance for the final document

Process Administration

Distribute the work



Team Lead..

Create project member specific work packages

Provide the work packages to your project members

Get full project transparency

- Manage roles and responsibilities to define your business blueprint
- Assign Team Members to business process structure nodes (business scenario, business process or business process step)
- Provide team members with individual work lists

The screenshot displays the SAP Process Administration interface. On the left, a tree view shows the 'Standard Sales Order Processing in ERP' structure, including organizational units, master data, and business processes. The 'Post goods receipt' step is selected. On the right, the 'Administration' tab is active, showing the 'Post goods receipt' process step. The status is 'Work in process (25%)'. Below this, there are fields for 'Plan Data' and 'Actual Data', including start and end dates and person days. At the bottom, a 'Team Member' table lists 'SM_IMP' with the name 'Kurt Maier'.

Team Member	Name/Description
SM_IMP	Kurt Maier

Process Administration

Example: Work-list for Kurt Maier

Explanation: Kurt Maier is assigned to four business processes. All deliverables are planned for July 7th, 2009. One of them (post good receipt) is already in work.

The screenshot displays the SAP Business Blueprint interface for process administration. On the left, a tree view shows the hierarchy: Master Data > Business Processes > Standard Sales Order Processing in ERP. The 'Post goods receipt' process is highlighted. The right side shows 'Plan Data' (Start: 07.07.2009, End: 09.07.2009, Person Days: 2) and 'Actual Data' (Start, End, Person Days, Remaining: 2). A 'Team Member' table lists Kurt Maier (SM_IMP). Below is a 'Business Blueprint - General Status Analysis' table.

Project Structure	Status	Planned ...	Planned ...	Actual Start	Actual End	Planned Resources	Actual Resources	Remaining Resour...
▼ Sales Processes in ERP [Z_S2SERP_0]						0	0	0
· Organizational Units						0	0	0
· Master Data						0	0	0
▼ Business Scenarios						0	0	0
▼ Standard Sales Order Processing						0	0	0
· Organizational Units						0	0	0
· Master Data						0	0	0
▼ Business Processes						0	0	0
▼ Standard Sales Order Processing in ERP						0	0	0
· Create standard sales order	New (0%)	07.07.2009	09.07.2009			1	0	1
· Create cash sale	New (0%)	07.07.2009	09.07.2009			1	0	1
· Create rush order	New (0%)	07.07.2009	09.07.2009			1	0	1
· Select inquiry, quotation or contract	New (0%)	07.07.2009	09.07.2009			1	0	1
· Post goods receipt	Work in proces...	07.07.2009	09.07.2009			2	0	2
· Change price for special stock (optional)						0	0	0
· Create returnable packaging items						0	0	0

End User Involved

Provide transparency of End Users who execute the process



Business Process Expert..

- Assign End Users affected by the project
- Get transparency on project affected Users (End User, Organizations or Job descriptions)
- Reuse the your End User assignments to distribute the e-learning maps to them

Provide transparency of End Users who execute the process

Object ab...	Object name	Start date	End Date
1stLevel	1st Level Support	01.01.2006	31.12.9999
2ndLevel	2nd Level Support	01.01.2006	31.12.9999

Blueprint Status - Get transparency and report your Business

Blueprint status to your management



Team Lead..

- Analyze administration information which supports focusing on specific data such as status of work lists or planned dates
- Analyze the assignments in the project structure which supports focusing on information on scenario, process and process step level

Report your business blueprint to identify time and task critical issues

The screenshot shows the SAP Solution Manager Administration interface. The top navigation bar includes tabs for 'Implementation / Upgrade', 'System Landscape Management', 'Solution Documentation Assistant', 'SAP Solution Manager Administration', and 'System Administration'. The left sidebar contains a navigation menu with sections: 'Overview', 'Projects', 'Evaluate', 'Plan', 'Build', 'Test', 'Going Live Preparation', 'Reports', 'Common Tasks', 'Define Roadmap', 'Maintain Roadmap', 'Issue Management', and 'Related Links'. The main content area is titled 'Reports' and features a search bar with 'Refresh', 'Expand All', 'Collapse All', and 'Search' buttons. Below the search bar is a table with columns for 'Description' and 'Type'. The table lists various report categories and sub-items, with the 'Business Blueprint' folder expanded to show its contents. A yellow box highlights the 'Business Blueprint' folder and its sub-items.

Description	Type
Project Administration	Folder
Business Blueprint	Folder
Administration	Folder
General Status Analysis	Report
Worklist	Report
Worklist by Status	Report
Worklist by Planned End Date	Report
Assignments	Folder
Documentation	Report
Transactions	Report
Issues/Messages	Report
End User Roles	Report
Documents and Links	Report
Cross-Tab Analysis	Report
Business Requirement Documents	Report

Customer benefits by using SAP Solution Manager for project administration and business blueprint!

and Business Blueprint via SAP Solution Manager!

Methodical framework

Single source of information

The 'Single source of information' section displays four screenshots from SAP Solution Manager:

- Top Left:** Project Overview page for 'Project: Z_S2SERP_0 - Change - Business Blueprint - SAP Solution Manag'. It shows project details like name, start/end dates, and status.
- Top Right:** Detailed view of the 'Standard Sales Order Processing in ERP' business blueprint, showing its purpose and process flow.
- Bottom Left:** 'Business Blueprint - General Status Analysis' table, listing various business processes with their status and dates.
- Bottom Right:** 'Implementation (Upgrade) - System Landscape Management' page, showing a tree view of system landscapes and their associated documents.

Central Business Blueprint

The 'Central Business Blueprint' section shows the configuration page for 'Business-Blueprint' in SAP Solution Manager. The page title is 'Business-Blueprint' and the project is 'Project: Z_S2SERP_0'. The configuration includes:

- Created-by:** Dirk Jung
- Created-on:** 07.07.2009
- Selection-Options:**
 - General:** Scenario Graphic, Process Graphic, Swap Shortcuts with Original in Project, Disband Shortcuts to Original in Solution
- Scope:** Complete Structure Selected, Only Structure Elements with Documents
- Display-Options:** Display Logical Components, Team Member, Status, Keywords, End User Roles, Transactions
- Documents:** Documentation Type, Documentation Name, Status

On source of information for your project configuration, development and test!



Thank You!