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| Test Script  SAP S/4HANA - 18-09-20 | public |
| Cash Application Integration (1MV) |

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# Purpose

SAP Cash Application uses the past data in your system to propose invoice matching prediction results. It helps lower the manual effort in the time-consuming clearing process of open items.

SAP Cash Application also learns from the past patterns of the manual actions taken during the reprocessing of the bank statement items to create templates for reprocessing rule. Instead of only being able to create reprocessing rules manually, you can use the templates to create reprocessing rules more easily.

Moreover, with the scope item activated, the reprocessing of bank statement items is triggered automatically following the initial posting. Thus, the system applies the corresponding reprocessing rules to the pending items to complete the postings.

With this scope item, the remittance advices can also be created automatically by the system based on the advice file sent from your customers/payees.

To use this solution's functions, you must purchase the extra license on the SCP platform.

# Prerequisites

This section summarizes all the prerequisites for conducting the test in terms of systems, users, master data, organizational data, other test data and business conditions.

## Additional Manual Configuration

Before you can test this scope item, you must have completed the additional configuration steps that are described in the Set-Up Instructions for this scope item. These configuration steps are specific for your implementation and include mandatory settings that are not delivered by SAP and must be created by you. For more information, refer to the Set-Up Instructions for this scope item on [SAP Best Practices Explorer](https://rapid.sap.com/bp) (https://rapid.sap.com/bp/#/browse/scopeitems/<enter the scope item ID>).

## System Access

|  |  |
| --- | --- |
| System | Details |
| System | Accessible via SAP Fiori launchpad. Your system administrator provides you with the URL to access the various apps assigned to your role. |

## Roles

Assign the following business roles to your individual test users. Alternatively, if available, you can create business roles using the following spaces with pages and predefined apps for the SAP Fiori launchpad and assign the business roles to your individual test users.

Note These roles or spaces are examples provided by SAP. You can use them as templates to create your own roles or spaces.

For more information about business roles, refer to Assigning business roles to a user in the [Administration Guide to Implementation of SAP S/4HANA with SAP Best Practices](https://help.sap.com/viewer/S4HANA2020_AdminGuide) .

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name (Role) | ID (Role) | Description (Space) | ID (Space) | Log On |
| Cash Management Specialist | SAP\_BR\_CASH\_SPECIALIST | Cash Management | SAP\_BR\_CASH\_SPECIALIST |  |
| Accounts Receivable Accountant | SAP\_BR\_AR\_ACCOUNTANT | Accounts Receivable | SAP\_BR\_AR\_ACCOUNTANT |  |

## Business Conditions

Before this scope item can be tested, the following business conditions must be met.

|  |  |
| --- | --- |
| Scope Item ID | Business Condition |
| J59 - Accounts Receivable | Must be in scope as prerequisite. |
| J78 - Advanced Cash Operations | Bank statement is the prior process before this integration. |

# Overview Table

|  |  |  |  |
| --- | --- | --- | --- |
| Process Step | Business Role | App/Transaction | Expected Results |
| [Scheduling Accounts Receivable Jobs - Automatic Bank Statement Reprocessing – Receivables Clearing](#unique_8) [page ] 6 | Accounts Receivable Accountant | Schedule Accounts Receivable Jobs (F1240) |  |
| [Scheduling Accounts Receivable Jobs – Automatic Lockbox Processing (Optional)](#unique_9) [page ] 8 | Refer to the Lockbox (1JT) test script.  This step is only relevant for the US and Canada. | Refer to the Lockbox (1JT) test script |  |
| [Extracting Payment Advice Information](#unique_10) [page ] 9 | Accounts Receivable Accountant | Manage Payment Advices (F2550) |  |
| [Scheduling Account Receivabes Jobs – Automatic Banks Statement Reprocessing – Payables Clearing](#unique_11) [page ] 11 | Accounts Receivable Accountant | Schedule Accounts Receivable Jobs (F1240) |  |
| [Reprocess Bank Statement Items (Optional)](#unique_12) [page ] 13 | Refer to the Accounts Receivable (J59) scope item, section | Refer to the Accounts Receivable (J59) scope item, section |  |

# Test Procedures

This section describes test procedures for each process step that belongs to this scope item.

## Scheduling Accounts Receivable Jobs - Automatic Bank Statement Reprocessing – Receivables Clearing

Test Administration

Customer project: Fill in the project-specific parts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | <X.XX> | Tester Name |  | Testing Date | Enter a test date. |
| Business Role(s) |  | | | | |
| Responsibility | <State the Service Provider, Customer or Joint Service Provider and Customer> | | | Duration | Enter a duration. |

Purpose

This background job automatically matches invoices to bank statements, thus supporting the accounts receivable accountant in clearing the items.

Prerequisites

Open bank statements exist in the system. If not, see the Bank Integration with File Interface (1EG) scope item to upload bank statement files, or the Basic Cash Operations (BFB) scope item for manual bank statement creation.

To maintain the reprocessing rules, see the Accounts Receivable (J59) test script, section Manage Bank Statement Reprocessing Rules (Optional).

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as an Accounts Receivable Accountant. |  |  |
| 2 | Access the SAP Fiori App | Open Schedule Accounts Receivable Jobs (F1240). |  |  |
| 3 | Create a New Job | Choose +. | The New Jobs view is displayed. |  |
| 4 | Enter Job Data | Make the following entries and choose Schedule:  General Information section:   * Job Template: Cash Application: Automatic Bank Statement Reprocessing   Scheduling Options section:   * Start Immediately: Selected   Parameter section:   * Statement Number: <the bank statement number to be processed> * Company Code: <your company code>, for example, 1010 * Account Type for Clearing: D - Customers * Automatic Clearing: <see note>   If you select this checkbox, the matched items are cleared automatically. If you do not select the checkbox, the matched items are cleared manually per the following steps.   * Open Items Proposal: <scheduled jobs to receive a list of machine learning proposals for matching receivables to existing bank statement items> * Account Proposal: <scheduled jobs to receive a list of Machine Learning proposals for matching accounts to existing bank statement items> | The background job is scheduled and the page skips back to the Application Jobs view. |  |
| 5 | Check the Logs | Monitor the job status. The status is Finished once the job has been processed.  Access the log of proposals for bank statement items sent to the SAP Cash Application.  Save the bank statement number and company code to process the subsequent steps. | Make a note of the bank statement numbers and company code: \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ |  |
| 6 | Check the explanation (Optional) | Choose Details and choose the Log tab. | You can see the machine learning logs, such as match field and match range, in Log Details. |  |

## Scheduling Accounts Receivable Jobs – Automatic Lockbox Processing (Optional)

Test Administration

Customer project: Fill in the project-specific parts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | <X.XX> | Tester Name |  | Testing Date | Enter a test date. |
| Business Role(s) |  | | | | |
| Responsibility | <State the Service Provider, Customer or Joint Service Provider and Customer> | | | Duration | Enter a duration. |

Purpose

With automatic lockbox processing, you can collect and process incoming payments. A prerequisite is that the lockbox service is offered by your bank (US and CA only).

This step is only relevant for the US and Canada.

Prerequisites

For more information about the prerequisites, see the Lockbox (1JT) scope item.

Procedure

Execute the test procedures in the Lockbox (1JT) test script.

## Extracting Payment Advice Information

Test Administration

Customer project: Fill in the project-specific parts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | <X.XX> | Tester Name |  | Testing Date | Enter a test date. |
| Business Role(s) |  | | | | |
| Responsibility | <State the Service Provider, Customer or Joint Service Provider and Customer> | | | Duration | Enter a duration. |

Purpose

With this function, payment advice information can be automatically extracted for further processing.

Prerequisites

Open bank statements exist in the system. If not, see the Advanced Cash Operations (J78) scope item to enter bank statements.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as an Accounts Receivable Accountant. |  |  |
| 2 | Access the SAP Fiori App | Open Manage Payment Advices (F2550) . |  |  |
| 3 | Upload the Payment Advice File | Choose Import. |  |  |
| 4 | Upload the Payment Advice File | Make the following entries:  Company Code: 1010  To upload the payment advice file (for example, advice1.pdf) from your local environment, choose +. Locate and upload the file.  Choose Process.  Choose Confirm. | The file that contains payment advice details is uploaded for automatic processing. |  |
| 5 | Check the Processing Result | Choose the Confirmation Pending(xx) tab. | The tab displays the new payment advice of type 12. if you open it, you find the relevant information extracted from the document with machine learning. |  |
| 6 | Confirm and Proceed | Choose Confirm and Next. | The information is stored for further processing. |  |

Succeeding Process

For information on processing payment advices, see the Accounts Receivable (J59) scope item.

## Scheduling Account Receivabes Jobs – Automatic Banks Statement Reprocessing – Payables Clearing

Test Administration

Customer project: Fill in the project-specific parts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | <X.XX> | Tester Name |  | Testing Date | Enter a test date. |
| Business Role(s) |  | | | | |
| Responsibility | <State the Service Provider, Customer or Joint Service Provider and Customer> | | | Duration | Enter a duration. |

Purpose

This background job automatically matches invoices to bank statements, thus supporting the accounts payable accountant in clearing the items.

Prerequisites

There should be open bank statements in the system. If not, refer to the Bank Integration with File Interface (1EG) scope item to upload bank statement files, or to the Basic Cash Operations (BFB) scope item for manual bank statement creation.

If you want to maintain the reprocessing rules, refer to the set-up instructions of scope item Accounts Receivable (J59), section Manage Bank Statement Reprocessing Rules (Optional).

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log onto the SAP Fiori launchpad as an Accounts Receivable Accountant. |  |  |
| 2 | Access the SAP Fiori App | Open Schedule Accounts Receivable Jobs (F1240). |  |  |
| 3 | Create a New Job | Choose New. | The New Jobs view is displayed. |  |
| 4 | Enter Job Data | Make the following entries and choose Schedule:  General Information section:   * Job Template: Cash Application: Automatic Bank Statement Reprocessing   Scheduling Options section:   * Start Immediately: Selected   Parameter section:   * Statement Number: <number of the bank statement to be processed> * Company Code: <your company code>, for example, 1010 * Account Type for Clearing: K - Vendors * Automatic Clearing: <see note>   If you select the checkbox, the matched items are cleared automatically. If not, you must clear them manually.   * Open Items Proposal: <scheduled jobs to receive a list of machine learning proposals for matching receivables to existing bank statement items> * Account Proposal: <scheduled jobs to receive a list of Machine Learning proposals for matching accounts to existing bank statement items> | The background job is scheduled and the page skips back to the Application Jobs view. |  |
| 6 | Check the Logs | Monitor the job status. When the job is processed, the status is Finished.  Access the log for proposals of bank statement items sent to the SAP Cash Application.  Save the bank statement number and company code to process the subsequent steps. | Make a note of the bank statement numbers and company code: \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ |  |
| 7 | Check the explanation (Optional) | Choose Details. Choose the Log tab. | You can see the machine learning logs, such as match field and match range, in Log Details. |  |

## Reprocess Bank Statement Items (Optional)

Test Administration

Customer project: Fill in the project-specific parts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | <X.XX> | Tester Name |  | Testing Date | Enter a test date. |
| Business Role(s) |  | | | | |
| Responsibility | <State the Service Provider, Customer or Joint Service Provider and Customer> | | | Duration | Enter a duration. |

Prerequisites

If this scope item is active, the reprocessing run on the uncompleted or open bank statement items is started automatically after the initial posting. The reprocessing is based on the reprocessing rules that you must maintain beforehand.

If this scope item isn't active, see the Accounts Receivable (J59) scope item, section Reprocess Bank Statement Items for instructions on manual bank statement reprocessing.

Procedure

For detailed instructions on how to reprocess bank statement items, see the Accounts Receivable (J59) scope item, section Manage Bank Statement Reprocessing Rules (Optional).

## Schedule Accounts Receivable Jobs – Create Templates for Bank Statement Reprocessing Rules

Test Administration

Customer project: Fill in the project-specific parts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | <X.XX> | Tester Name |  | Testing Date | Enter a test date. |
| Business Role(s) |  | | | | |
| Responsibility | <State the Service Provider, Customer or Joint Service Provider and Customer> | | | Duration | Enter a duration. |

Purpose

This background job creates templates for bank statement reprocessing rules.

Prerequisite

Completed bank statements items must be in the system with at least three identical postings for one company code, for example, 1010. If not, refer to the Bank Integration with File Interface (IEG) scope item to upload bank statement files, or to the Basic Cash Operations (BFB) scope item for manual bank statement creation.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log on | Log on to the SAP Fiori launchpad as an Accounts Receivable Accountant. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori app | Open Schedule Accounts Receivable Jobs (F1240). | The Application Jobs view displays. |  |
| 3 | Create a new job | Choose New. | The New Job view displays. |  |
| 4 | Enter job data | In the New Jobs view, make the following entries:  General Information section:   * Job Template: Create Templates for Bank Statement Reprocessing Rules Scheduling   Options section:   * Start Immediately: selected   Parameter section:   * Company Code: 1010 | If the value help offers you to select a company code, it indicates that the necessary authorization for rule template creation is missing. |  |
| 5 | Schedule the job | Choose Schedule. | The background job is scheduled and the page skips back to the Application Jobs view. |  |
| 6 | Check the logs | Monitor the job status. When the job is processed, the status is Finished.  Access the log of the run. | The log states the number of the proposed templates in a success message. |  |
| 7 | Access Fiori app | Return to Fiori home page.  Open the app Manage Bank Statement Reprocessing Rules (F3555). |  |  |
| 8 | Check the rule templates | Select tab Rule Templates.  Check the created rule templates.  Check the KPI and note down the values. | The conditions match the existing postings. The actions match the existing actions. |  |
| 9 | Create a rule from the template | Create a rule from the template by selecting Create Rule from Template. |  |  |
| 10 | Access Fiori app | Return to Fiori home page.  Open the app Reprocess Bank Statement Items (F1520) |  |  |
| 11 | Apply the rules | Create a new bank statement item and that matches the rule. Apply the new rule to the item. | The item gets posted accordingly. |  |
| 12 | Access the SAP Fiori app | Return to Fiori home page.  Open the app Manage Bank Statement Reprocessing Rules (F3555)  . |  |  |
| 13 | Recalculate the KPI | Select the Recalculate KPIs on the rule template and check the result. | The past items matching the rule's conditions are in increments of 1. |  |

Typographic Conventions

|  |  |
| --- | --- |
| Type Style | Description |
| Example | Words or characters quoted from the screen. These include field names, screen titles, pushbuttons labels, menu names, menu paths, and menu options.  Textual cross-references to other documents. |
| Example | Emphasized words or expressions. |
| EXAMPLE | Technical names of system objects. These include report names, program names, transaction codes, table names, and key concepts of a programming language when they are surrounded by body text, for example, SELECT and INCLUDE. |
| Example | Output on the screen. This includes file and directory names and their paths, messages, names of variables and parameters, source text, and names of installation, upgrade and database tools. |
| Example | Exact user entry. These are words or characters that you enter in the system exactly as they appear in the documentation. |
| <Example> | Variable user entry. Angle brackets indicate that you replace these words and characters with appropriate entries to make entries in the system. |
| EXAMPLE | Keys on the keyboard, for example, F2 or ENTER. |

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