|  |  |
| --- | --- |
|  |  |
| Test Script  SAP S/4HANA - 17-09-20 | public |
| Engineering Change Management with Change Records (1NF\_DE) |

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# Purpose

SAP Engineering Change Management with Change Records flexibly supports the management of engineering changes. It can handle several types of objects (such as materials and documents) that are affected by the intended changes. The engineering record keeps all information in one place. The progress of the change is controlled by a dedicated status management, and the change process is supported by workflow capabilities. Communication with SAP CoPilot during the change process allows effective communication with all involved parties.

This document provides a detailed procedure for testing this scope item after solution activation, reflecting the predefined scope of the solution. Each process step, report, or item is covered in its own section, providing the system interactions (test steps) in a table view. Steps that are not in scope of the process but are needed for testing are marked accordingly. Project-specific steps must be added.

# 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.

## 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 |
| BOM Engineer | SAP\_BR\_BOM\_ENGINEER | BOM Management | SAP\_BR\_BOM\_ENGINEER |  |
| Design Engineer | SAP\_BR\_DESIGN\_ENGINEER | Document Management | SAP\_BR\_DESIGN\_ENGINEER |  |
| Development Manager - Discrete Industry | SAP\_BR\_DEVELOPMENT\_MANAGER\_DIN | Development Management for Discrete Industries | SAP\_BR\_DEVELOPMENT\_MANAGER\_DIN |  |
| Master Data Specialist - Product Data | SAP\_BR\_PRODMASTER\_SPECIALIST | Product | SAP\_BR\_PRODMASTER\_SPECIALIST |  |
| Configuration Expert - Business Process Configuration | SAP\_BR\_BPC\_EXPERT | Business Process Configuration | SAP\_BR\_BPC\_EXPERT |  |

## Master Data, Organizational Data, and Other Data

The organizational structure and master data of your company has been created in your system during activation. The organizational structure reflects the structure of your company. The master data represents materials, customers, and vendors, for example, depending on the operational focus of your company.

Use your own master data or the following sample data to go through the test procedure.

|  |  |  |  |
| --- | --- | --- | --- |
| Data | Sample Value | Details | Comments |
| Material | FG126 | Finished Good MTS for Discrete Industry (PD planning) |  |
| Material | SG21 | SEMI21,PD,RepetitiveManuf. |  |
| Material | SG22 | SEMI22,PD,Phantom |  |
| Material | RM122 | RAW122,PD,Batch-Fifo,ProcureImport |  |
| Material | RM128 | RAW128,PD,Consignment |  |
| Material | RM120 | RAW120,PD,QualityManaged |  |
| Material | SG23 | SEMI23,PD,Subcontracting |  |
| Material | SG25 | SEMI25,PD,ExternalProcurement |  |
| Material | SG124 | SEMI124,PD,Subassembly |  |
| Material | RM20 | RAW20,PD |  |
| Material | RM27 | RAW27,PD,PackagingBox |  |
| Engineering Bill of Material |  |  | The Engineering Bill of Material is created in scope item 1R3, which is a prerequisite scope item. |
| Document |  |  | The Document that will be assigned in this test script is created in scope item 1R3, which is a prerequisite scope item.  Document ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

For more information on creating master data objects, see the following [Master Data Scripts (MDS)](https://support.sap.com/content/dam/SAAP/Sol_Pack/BP_OP_ENTPR/BP_OP_ENTPR_S4HANA2020_7_Master_Data_EN_XX.htm)

Table 1: Master Data Script Reference

|  |  |
| --- | --- |
| Master Data ID | Description |
| BNK | Create Material BOM for Production and Sales |
| BNR | Create Product Master of Type "Raw Material" (“ROH”) |
| BNS | Create Product Master of Type "Semi-Finished Good" (“HALB”) |
| BNT | Create Product Master of Type "Finished Good" (“FERT”) |

## Business Conditions

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

|  |  |
| --- | --- |
| Scope Item ID | Business Condition |
| 1R3 - Engineering Bill of Material - Change Master Management | An Engineering Bill of Material needs to be created as prerequisite. This Engineering Bill of Material is used in this scope item, 1NF, as sample data for demonstrating the change record process. Also, the document ID of the attachment that was added to this Engineering Bill of Material must be available:  Document ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 1NJ - Responsibility Management | A team needs to be created in the app Manage Teams and Responsibilities (F2412) to determine the responsibilities for approving change records. Refer to test script 1NJ for a step-by-step description.  Set up the team with the following values:  Team Name TEAM\_SCR1\_001  Team Status Ready to Use  Team Type SCR1  Members:  User Name → Function  BOM\_ENGINEER → SBOM\_ENG  DESIGN\_ENGINEER → SDES\_ENG  DEVELOPMENT\_MANAGER → SDEV\_MGR  The user names in your organization will differ. Assign corresponding users within that are working in these roles. Also multiple users can be assigned to the same Function. |
| 3ND - Product Structure Management | A product structure template with variant data is optionally required if you want to perform change in product structure variant via change record. |

## Preliminary Steps

### Prepare e-mail as Trigger for Change Process

The trigger for the Engineering Change Record process is an e-mail, a phone call, or a fax that is received by the engineering department and that requests for a change of the Engineering Bill of Material.

A PDF file with instructions for the change is sent through an e-mail. Download the PDF file to upload as an attachment. This would be a reference document for the change trigger.

### Create Template

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

In this step, you create a template for process route steps.

Note Here, the term template refers to a set of orchestrated tasks for team/member involved in an engineering change management.

This template can be later added to change records.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration. |  |  |
| 2 | Access App | Open Manage Workflow Templates for Change Records (F2190)app. | The Manage Workflow Templates screen is displayed. |  |
| 3 | Create Template | On Manage Workflow Templates screen, choose ‘+’. | The Workflow Template screen is displayed. |  |
| 4 | Create Template | On Workflow Template- New Template screen, make the following entries:  Template Name : Engineering Change Process for Discrete Industry  Scenario : WS00800208 |  |  |
| 6 | Add Process Step | On Workflow Template- New Template screen, choose Workflow tab | The Steps table is displayed. |  |
| 7 | Add Process Step | On the Steps table, choose the drop down next to Add and choose Add Steps | The Step Detailsscreen appears. |  |
| 8 | Choose Header tab | On the Step Details screen, choose the Header tab. |  |  |
| 9 | Enter Process Step Accept Change Request | Enter the following data:  Name: Accept Change Request  Type: Approve |  |  |
| 10 | Choose Properties tab | On the Step Details screen, choose the Properties tab. |  |  |
| 11 | Choose Status | From the Record Status dropdown, choose the following value:  Change Request in Review |  |  |
| 12 | Choose Recipients tab | On the Step Details screen, choose the Recipients tab. |  |  |
| 13 | Enter Recipients | Enter the following data:  Role : Development Manager  Step to be completed by: one of the recipients  Subject for Recipients: Accept Change Request |  |  |
| 14 | Enter Exception Handling Settings | In the Exception Handling tab, enter the following data:   |  |  |  | | --- | --- | --- | | Reject | Do nothing | Cancel workflow | | Rework | Rework Request | Repeat Step | |  |  |
| 15 | Add Preconditions | In the Preconditions tab, choose following data:  Only start the step if the following preconditions are met: In initial process . |  |  |
| 16 | Choose Add | Choose Add. | Workflow step Accept Change Request is displayed in the Steps table. |  |
| 17 | Add Process Step Assign Documents | Repeat steps 6 to 13 with the following data and choose Add:  Name: Assign Documents  Type: Perform Task  Record Status: Change Request in Work  Role: Design Engineer  Step to be completed by: one of the recipients  Subject for Recipients: Assign Documents | Workflow step Assign Documents is displayed in the Steps table. |  |
| 18 | Add Process Step Assign Product/Engineering Structure | Repeat steps 6 to 13 with the following data and choose Add:  Name: Assign Product/Engineering Structure  Type: Perform Task  Record Status: Change Request in Work  Role: BOM Engineer  Step to be completed by: one of the recipients  Subject for Recipients: Assign Product/Engineering Structure | The workflow step Product/Engineering Structure is displayed in the Steps table. |  |
| 19 | Add Process Step Approve Change Request | Repeat steps 6 to 13 with the following data:  Name: Approve Change Request  Type: Approve  Record Status: Request Ready for Approval  Assignment by: Development Manager  Step to be completed by: one of the recipients  Subject for Recipients: Approve Change Request |  |  |
| 20 | Choose Exception Handling tab | On the Step Details-Approve Change Request screen, choose the Exception Handling tab. |  |  |
| 21 | Enter Exception Handling Settings | In the Exception Handling tab, enter the following data:   |  |  |  | | --- | --- | --- | | Reject | Do nothing | Cancel workflow | | Rework | Do nothing | Restart workflow | |  |  |
| 22 | Choose Add | Choose Add. | Workflow step Approve Change Request is displayed in the Steps table. |  |
| 23 | Add Process Step Confirm Change Number | Repeat steps 6 to 13 with the following data and choose Add:  Name: Confirm Change Number  Type: Perform Task  Status: Change Request Approved  Role: BOM Engineer  Step to be completed by: one of the recipients  Subject for Recipients: Confirm Change Number | Workflow step Confirm Change Number is displayed in the Steps table. |  |
| 24 | Add Process Step Perform Design | Repeat steps 6 to 13 with the following data and choose Add:  Name: Perform Design Changes  Type: Perform Task  Record Status: Design Change in Process  Role: Design Engineer  Step to be completed by: one of the recipients>  Subject for Recipients: Perform Design Change | Workflow step Perform Design is displayed in the Steps table. |  |
| 25 | Add Process Step Perform Engineering Structure Changes | Repeat steps 6 to 13 with the following data and choose Add:  Name: Perform Engineering Structure Changes  Type: Perform Task  Record Status: Product Change in Process  Role: BOM Engineer  Step to be completed by: one of the recipients  Subject for Recipients: Perform Engineering Structure Changes | The workflow step Perform Engineering Strcuture Changes is displayed in the Steps table. |  |
| 26 | Save Template | On the screen Workflow Template, choose Save. | The template is saved. |  |

### Setting up Custom Fields for Change Record (Optional)

Purpose

In this step, you can maintain custom fields for the Change Record header and Change Record items.

Procedure

Follow the instructions in the chapter Custom Fields in the set-up guide 1N9 - Setting Up In-App Extensibility to create and maintain custom fields for Change Record.

Note To add the custom field for Change Record header, the business context Generic Issue Header is used, whereas for Change Record Items, the Business Context Generic Issue Object Reference is used.

### Configure Change Record Using SSCUIs (Optional)

Purpose

In this step, you can configure change record type, user statuses, user status actions, user status profiles and item relevances for the Change Record using the following SSCUIs as per your requirement.

Procedure

To configure change record, use the Self Service Configuration UIs (SSCUI) given in the following table and refer the guide Configure Your Solution in SAP S/4HANA Cloud product documentation.

|  |  |  |
| --- | --- | --- |
| Configuration Step/SSCUI Title | Description | Configuration Step/SSCUI ID |
| Define Engineering Change Record Types | Defines engineering change record types and settings specific to each change record type. | 102380 |
| Define Item Relevances | Defines types of relevance that can be assigned to engineering change record items. A relevance indicates why a specific item is included in the change record. | 102389 |
| Define User Statuses | Creates the status values with their corresponding texts for the user statuses you want to define. You can create status values for a maximum of five user status fields. | 102377 |
| Define User Status Actions | Creates the user status actions that set the status values you created in the Customizing activity Define User Statuses. As an additional option, you can specify that a BO action is also triggered when the status action is triggered. | 102378 |
| Define User Status Profiles | Creates status profiles in which you can specify conditions for when a user status or a delivered system status is set. | 102379 |

Note For more information on the process to configure your solution, do the following:

1. Go to <https://help.sap.com> and search for SAP S/4HANA Cloud and open it.
2. Under Product Assistance, choose your preferred language.
3. Choose Generic Information.

Under Generic Information, choose Imlementation Tools. From the list of Implementation Tools displayed, choose Configure Your Solution.

# Overview Table

This scope item consists of several process steps provided in the table below.

If your system administrator has enabled spaces and pages on the SAP Fiori launchpad, the homepage will only contain the essential apps for performing the typical tasks of a business role.

You can find all other apps not included on the homepage using the search bar.

If you want to personalize the homepage and include the hidden apps, navigate to your user profile and choose Settings > App Finder .

|  |  |  |  |
| --- | --- | --- | --- |
| Process Step | Business Role | App / Transaction | Expected Results |
| [Create Change Record](#unique_12) [page ] 14 | BOM Engineer | Manage Engineering Changes (F2097) | Change Record is created. |
| [Start Workflow](#unique_13) [page ] 16 | BOM Engineer | Manage Engineering Changes (F2097) | Workflow is started. |
| [Review Change Request](#unique_14) [page ] 17 | Development Manager - Discrete Industry | My Inbox (F0862) | Change request is reviewed |
| [Rework Request](#unique_15) [page ] 22 | BOM Engineer | My Inbox (F0862) | Change request is modified |
| [Assign Design Document](#unique_16) [page ] 23 | Design Engineer | My Inbox → Change Record → My Inbox | Document is assigned. |
| [Assign Product/Engineering Structure](#unique_17) [page ] 25 | BOM Engineer | My Inbox → Change Record → My Inbox | Product/Engineering structure is assigned. |
| Approve / Reject Change Record | Development Manager - Discrete Industry | My Inbox - Approve Supplier Invoice (F0545A) | Change Record is approved or rejected. |
| [Modify Validity Date in Change Master](#unique_18) [page ] 33 | BOM Engineer | My Inbox → Change Change Master → My Inbox | Validity Date in Change Master is changed. |
| [Perform Design Changes](#unique_19) [page ] 35 | Design Engineer | My Inbox → Change Document → My Inbox | Design Document is released for approval. |
| [Perform Product Master Changes](#unique_20) [page ] 39 | Master Data Specialist - Product Data | Manage Product Master Data (F1602) | Product Master is changed. |
| [Perform Engineering Structure Changes](#unique_21) [page ] 40 | BOM Engineer | My Inbox → Change Material → Change Bill of Material → My Inbox | Engineering Structure changes are completed. |

# Test Procedures

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

## Create Change Record

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

The BOM Engineer creates a Change Record. He/she is adding the e-mail that triggered the change process and assigns the Bill of Material that will be changed. Later on, he/she adds the process route template created in the preliminary step

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a BOM Engineer. |  |  |
| 2 | Access App | Open Manage Engineering Changes (F2097). |  |  |
| 3 | Create Change Record | Choose Create Change Record in the upper-right above the Change Records table. | The change record type Product Engineering Change is displayed. |  |
| 4 | Choose Change Record Type | Choose Product Engineering Change. | The Change Record screen is displayed. |  |
| 5 | Maintain Change Record Header | On the Header tab, make entries similar to the following example and press Enter:  Description: To create change record  Change Responsible: Business Partner Number (corresponding to BOM Engineer´s user)  Note The Change Record ID is populated with the internal number automatically on clicking Save. However, while saving the Change Record, if the system prompts that this is an external number range field , fill in the Change Record field with the appropriate external number (CR\_FG126\_001)  Change Number: Blank  Expected Completion Date : Today + 2 weeks |  |  |
| 6 | Add Attachments from Requester | Choose the Attachments tab, and then + . In the File Upload dialog, choose the PDF file received in an e-mail from the requester and upload it (see chapter [Prepare e-mail as Trigger for Change Process](#unique_7) [page ] 7). | The PDF file appears in the Attachments table |  |
| 7 | Choose Process Route tab | Choose the Process Routes tab. | Steps table is displayed. |  |
| 8 | Add Process Steps from Template | On the Process Routes tab, choose the drop down arrow next to Add and choose Add Template. | The Add Steps from Template dialague box appears. |  |
| 9 | Add Template | On the Add Steps from Template dialogue box, search with the following name and select the displayed result  Engineering Change Process for Discrete Industry | A system message tells you that the template has been saved and steps are added in the Steps table. |  |
| 10 | Choose Save | On the Change Record screen, choose Save . | The Change Record is saved. |  |

## Start Workflow

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

The BOM Engineer starts the workflow for the engineering change.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a BOM Engineer . |  |  |
| 2 | Access App | Open Manage Engineering Changes (F2097). | The Manage Engineering Changes screen is displayed.. |  |
| 3 | Open Change Record | In the Change Records table, choose the Change Record created in the previous chapter. | The Change Record is displayed. |  |
| 4 | Start the Workflow Process | Choose Start Workflow . | A system message tells you that the workflow has started.  The Change Record status changes to Change Request in Review.  The Development Manager receives the task Accept Change Request in My Inbox. |  |

## Review Change Request

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

The Development Manager receives a new task Accept Change Request in the My Inbox - All Items (F0862) app. He/she checks the details and analyses the urgency of each change request. With the help of Engineering Cockpit, he/she can check the burn-down chart to see if there is sufficient capacity.

Finally, he/she can decide whether to accept the change request or not.

.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Development Manager - Discrete Industry. |  |  |
| 2 | Access App | Open My Inbox - All Items (F0862)app. | The My Inbox screen is displayed. |  |
| 3 | Choose Task | Choose the task Accept Change Request for your Change Record. |  |  |
| 4 | Access Engineering Cockpit | In the Basic Data section, choose the link next to the field Change Record.  A context menu with the change record number is displayed. Choose the Engineering Cockpit. | The Engineering Cockpit overview page is displayed. |  |
| 5 | Review Change Request | On the basis of urgency of each request and available capacity, the Development Manager makes a decision to accept/reject/rework the change request. | The change request is approved/rejected/reworked |  |

### Approve Change Request (Option 1)

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

The Development Manager receives a new task Accept Change Request in the My Inbox - All Items (F0862) app. He/she reviews and accepts the change request.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Development Manager - Discrete Industry. |  |  |
| 2 | Access App | Open My Inbox - All Items (F0862)app. | The My Inbox screen is displayed. |  |
| 3 | Choose Task | Choose the task Accept Change Request for your Change Record. |  |  |
| 4 | Approve the Change Record | Choose Approve. |  |  |
| 5 | Enter Submit Decision | In the Submit Decision dialog box, make entries similar to the following data:  Example Change Request is Accepted. |  |  |
| 6 | Choose Submit | In the Submit Decision dialog box, choose Submit. | The Change Record Status is set to Change Request In work.  The Design Engineer will receive a task in My Inbox.  Proceed directly to [Assign Design Document](#unique_16) [page ] 23. |  |

### Reject Change Request (Option 2)

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

The Development Manager receives a new task Accept Change Request in the My Inbox - All Items (F0862) app. He/she reviews and rejects the change request.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Development Manager - Discrete Industry. |  |  |
| 2 | Access App | Open My Inbox - All Items (F0862) app. | The My Inbox screen is displayed. |  |
| 3 | Choose Task | Choose the task Accept Change Request for your Change Record. |  |  |
| 4 | Reject the Change Request | Choose Reject. | The Submit Decision dialog box appears. |  |
| 5 | Enter Submit Decision | In the Submit Decision dialog box, make entries similar to the following example:  Example Change Request is Rejected. |  |  |
| 6 | Choose Submit | In the Submit Decision dialog box, choose Submit. | The Change Record Status is set to Change Request Rejected.  The business process stops here. |  |

### Rework Change Request (Option 3)

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

The Development Manager receives a new task Accept Change Request in the My Inbox - All Items (F0862) app. He/she reviews and sends the change record to BOM Engineer for rework

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Development Manager - Discrete Industry. |  |  |
| 2 | Access App | Open My Inbox - All Items (F0862)app. | The My Inbox screen is displayed. |  |
| 3 | Choose Task | Choose the task Accept Change Request for your Change Record. |  |  |
| 4 | Rework the Change Request | Choose Rework. | The Submit Decision dialog box appears. |  |
| 5 | Enter Submit Decision | In the Submit Decision dialog box, make entries similar to the following example:  Example Based on the current capacity available, the change can not be completed with in expected completion date of change request. |  |  |
| 6 | Choose Submit | In the Submit Decision dialog box, choose Submit. | The Change Record Status is set to Change Request In work.  The BOM Engineer will receive a task in My Inbox .  Proceed to the step [Rework Request](#unique_15) [page ] 22. |  |

## Rework Request

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

The BOM Engineer reworks the Change record according to the review comment from the Development Manager and re-submits for review.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a BOM Engineer. | The SAP Fiori launchpad is displayed. |  |
| 2. | Access App | Open My Inbox - All Items (F0862) app. | The My Inbox screen is displayed. |  |
| 3 | Choose Task | Choose the task Rework Request for your Change Record. |  |  |
| 4 | Rework Change Request | In the Basic Data section, choose the link next to the field Change Record.  A context menu with the change record number displays. Click on the Change Record number | The Change Record screen displays. |  |
| 5 | Modify Change Request | On Change Record screen, .make the following entry and choose Save:  Exp Completion Date : Current Exp Completion Date + 2 weeks  Choose Back. | The change record is saved and the My Inbox screen is displayed.  . |  |
| 6 | Complete Task | Choose the task Rework Request for your Change Record and choose Complete.. |  |  |
| 7 | Choose Submit | In the Submit Decision dialog box, choose Submit . | The Development Manager will receive a task in My Inbox.  Proceed with [Review Change Request](#unique_14) [page ] 17. |  |

## Assign Design Document

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

The Design Engineer receives a new task Assign Documents in the My Inbox - All Items (F0862) app. He/she assigns a design document to the Change Record.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Design Engineer. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access App | Open My Inbox - All Items (F0862). | The My Inbox screen is displayed.. |  |
| 3 | Choose Task | Choose the task Assign Documents for the Change Record created in the previous chapter. |  |  |
| 4 | Open Change Record | In the Basic Data section, choose the link next to the field Change Record.  A context menu with the change record number displays. Click on the Change Record number. | The Change Record screen displays. |  |
| 5 | Edit Change Record | On the Change Record screen, choose Edit . |  |  |
| 6 | Choose Documents from Items Dropdown | From the Items dropdown, choose Documents. |  |  |
| 7 | Add the document | In the Documents table, choose the Add button"+". |  |  |
| 8 | Enter Data | In the Document screen, under the New Document section, enter data as shown in the following example:  Enter the following key parameters of Document Info Record ID as created in the chapter ‘Create Bill of Material‘ of 1R3-Engineering Bill of Material - Change Master Management scope item.   * Document Type: * Document: * Document part: * Document version:   Relevance: NEW (New Version)  Choose Apply. | The Change Record screen displays. The document appears in the Document table. |  |
| 9 | Save Change Record | On the Change Record screen, choose the Save button. |  |  |
| 10 | Choose Back | On the Change Record screen, choose the Back button. | The My Inbox screen is displayed. |  |
| 11 | Complete the Task | Choose the task Assign Documents for the Change Record created in the previous chapter. Choose Complete . | The Submit Decision dialog box is displayed. |  |
| 12 | Submit the Task | In the Submit Decision dialog box, enter the following data:  Design Document Assigned  Choose Submit. | The task Assign Documents is completed and disappears from the My Inbox screen.  The Change Record Status will still be Change Request In work. |  |

## Assign Product/Engineering Structure

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

The BOM Engineer receives a new task in the My Inbox - All Items (F0862) app. He/she assigns a material and a Bill of Material to the Change Record.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a BOM Engineer. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access App | Open My Inbox - All Items (F0862). | The My Inbox screen is displayed. |  |
| 3 | Choose Task | Choose the task Assign Product/Engineering Structure for your Change Record. |  |  |
| 4 | Open Change Record | In the Basic Data section, choose the link next to the field Change Record.  A context menu with the change record number appears. Click on the Change Record number. | The Change Record screen is displayed. |  |
| 5 | Assign Material to the Change Record | On the Change Record screen, choose Edit and then choose the Items tab  From the Items dropdown, choose Materials.  In the Materials table, choose Add ("+").  On the Material screen, enter data similar to the following example:  Material: RM27  Relevance: CHG  On the Material - New Material screen, choose Apply. | The Change Record screen is displayed. The Material entry appears in the Material table. |  |
| 6 | Assign Bill of Material to the Change Record | On the Change Record screen, choose the Items tab.  From the Items dropdown, choose Material BOM.  In the Material BOM table, choose Add ("+").  On the Material BOM screen, enter data as shown in the following example :   * Material: FG126 * BOM Usage: 2 * Relevance: CHG * Alternative BOM: 1   On the Material BOM - New BOM screen, choose Apply . | The Change Record screen is displayed. The Material BOM entry appears in the Material BOM table |  |
| 7 | Assign Material BOM Item to the Change Record | On the Change Record screen, choose the Items tab.  From the Items dropdown, choose BOM Items.  In the BOM Items table, choose Add ("+").  On the Material BOM Item screen, enter data as shown in the following example in the BOM Items tab:  Item Number: 0020  Alternative BOM: 1  Material: FG126  BOM Usage: 2  Relevance: CHG  On the Material BOM Item screen, choose Apply. | The Change Record screen is displayed. The Material BOM Item entry appears in the BOM Items table. |  |
| 8 | Assign Product Structure Variant to the Change Record (Optional) | Note If you are using the 3ND- Product Structure Management scope item, then you can also assign the product structure variant to the change record.  Proceed as follows to assign the product structure variant to the change record:   * On the Change Record screen, choose the Items tab. * From the Items dropdown, choose Product Structure Variants. * In the Product Structure Variants table, choose Add ("+"). * On the Product Structure Variants screen, enter data similar to the following example and then choose Save:   Variant: PIV\_WB  Node: WASHER\_BOTTLE  Material: SG-WPR-BOTTLE  Class: Wiper\_System  Relevance: CHG | The Change Record screen is displayed. The Product Structure Variant entry appears in the Product Structure Variants table. |  |
| 9 | Choose Save | On the Change Record screen, choose Save. |  |  |
| 10 | Choose Back | On the Change Record screen, choose Back . | The My Inbox screen is displayed. |  |
| 11 | Choose Task | Choose the task Product/Engineering Structure for your Change Record. |  |  |
| 12 | Complete Task | On the My Inbox screen, choose Complete . |  |  |
| 13 | Choose Submit | In the Submit Decision dialog box, choose Submit . | The task Assign Product/Engineering Structure is completed.  The Change Record Status is changed to Request Ready for Approval.  The Development Manager will receive a task in My Inbox. |  |

## Approve Change Record

Procedure

The Development Manager can make a final go or no-go decision. In case the solution needs to be refined, a rework decision can be taken and the process goes back to the Design Engineer for rework.

### Approve Change Record (Option 1)

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

The Development Manager - Discrete Industry approves the change record in the system. This is the outcome of an approval meeting (for example, Change Control Board).

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Development Manager - Discrete Industry. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access App | Open My Inbox - All Items (F0862). | The My Inbox screen is displayed. |  |
| 3 | Select Task | Select the task Approve Change Request for your Change Record. |  |  |
| 4 | Approve the Change Record | Choose Approve . | The Submit Decision dialog box appears. |  |
| 5 | Submit the Approval | In the Submit Decision dialog box, enter data as shown in the following example:  Change Request is Approved  Choose Submit. | The Change Record Status is set to Change Request Approved.  The BOM Engineer will receive a task in My Inbox.  Change Master is created automatically with the following data:  Description: <Change Record Description>  Status: 01 Active  Valid From: 12/31/9999  Allowed Object Types: Bill of Material, Document, Material |  |

### Reject Change Record (Option 2)

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

The Development Manager - Discrete Industry rejects the change record in the system. This is the outcome of an approval meeting (for example, Change Control Board).

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Development Manager - Discrete Industry. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access App | Open My Inbox - All Items (F0862). | The My Inbox screen is displayed. |  |
| 3 | Select Task | Select the task Approve Change Request for your Change Record. |  |  |
| 4 | Reject the Change Record | Choose Reject . |  |  |
| 5 | Enter Submit Decision | In the Submit Decision dialog box, enter the following data:  Change Request is Rejected |  |  |
| 6 | Choose Submit | In the Submit Decision dialog box, choose Submit . | The Change Record Status is set to Change Request Rejected.  The business process stops here. |  |

### Rework Change Record (Option 3)

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

The Development Manager - Discrete Industry sends the change record to rework. This is the outcome of an approval meeting (for example, called Change Control Board).

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Development Manager - Discrete Industry. |  |  |
| 2 | Access App | Open My Inbox - All Items (F0862). | The My Inbox screen is displayed. |  |
| 3 | Select Task | Select the task Approve Change Request for your Change Record. |  |  |
| 4 | Reject the Change Record | Choose Rework . |  |  |
| 5 | Enter Submit Decision | In the Submit Decision dialog box, enter the following data:  Example Change Request is considered for Rework. |  |  |
| 6 | Choose Submit | In the Submit Decision dialog box, choose the Submit button. | The Change Record Status is set to Change Request In Work.  The Design Engineer will receive a task in My Inbox  Note Proceed with the test procedure [Assign Design Document](#unique_16) [page ] 23. |  |

## Modify Validity Date in Change Master

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

The BOM Engineer receives a new task in the My Inbox - All Items (F0862) app. He manually adapts the validity date of the Change Master.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a BOM Engineer. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access App | Open My Inbox - All Items (F0862). | The My Inbox screen is displayed. |  |
| 3 | Choose Task | Choose the task Confirm Change Number for your Change Record. | The task Confirm Change Number is opened. |  |
| 4 | Open Change Record | In the Basic Data section, choose the link next to the field Change Record.  A context menu with the change record number displays. Click on the Change Record number. | The Change Record screen is displayed  . |  |
| 5 | Select Change Number | On the Change Record screen, choose Change Number. | A context menu is displayed. |  |
| 6 | Change Change Master | In the context menu, choose Change Change Master . | The Change Change Master: Change Header screen is displayed. |  |
| 7 | Modify Validity Date | In the field Valid From enter the following data:  Today + 1 week  Choose Save. | The validity date of the Change Master is changed.  The Change Change Master: Initial Screen is displayed. |  |
| 8 | Choose Back | Choose Back. The Change Record screen is displayed.  Choose Back again. | The My Inbox screen is displayed.. |  |
| 9 | Complete Task | On the My Inbox screen, select the task Confirm Change Number for your Change Record.  Choose Complete . |  |  |
| 10 | Enter Submit Decision | In the Submit Decision dialog box, enter data as shown in the following example and choose Submit :  Change Number Validity Date Changed | The task Confirm Change Number is completed.  The Design Engineer will receive a task in My Inbox  The Change record Status changes to Design in Process. |  |

## Perform Design Changes

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

The Design Engineer receives a new task in the My Inbox - All Items (F0862) app. He/she changes and releases the design document for approval.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Design Engineer. |  |  |
| 2 | Access App | Open My Inbox - All Items (F0862). | The My Inbox screen is displayed. |  |
| 3 | Choose Task | Choose the task Perform Design Change for [Change Record]. | The task Perform Design Change is opened. |  |
| 4 | Open Change Record | In the Basic Data section, choose the link next to the field Change Record.  A context menu with the change record number is displayed. Click on the Change Record number. | The Change Record screen is displayed. |  |
| 5 | Choose Items tab | On the Change Record screen, choose the Items tab. |  |  |
| 6 | Choose Documents | From the Items dropdown, choose Documents. |  |  |
| 7 | Select Document | In the Documents table, select the document that was assigned in the chapter [Assign Design Document](#unique_16) [page ] 23. |  |  |
| 8 | Choose Change Document | Choose Change Document. | The Change Document: Basic Data Simplified BOM (SBO) screen is displayed. |  |
| 9 | Choose New Version | Choose New Version. | The New Version dialog is displayed. |  |
| 10 | Choose Continue | In the New Version dialog, choose Continue . | The Object Selection dialog is displayed. |  |
| 11 | Select BOM Item | In the Object Selection dialog, select the BOM Item checkbox. |  |  |
| 12 | Choose Continue (Enter) | In the Object Selection dialog, choose Continue (Enter) . | A new Version is created.  The Create Document: Basic Data Simplified Logistics (SBO) screen is displayed. |  |
| 13 | Choose Document Data | On the Create Document: Basic Data Simplified Logistics (SBO) screen, choose the Document Data tab. |  |  |
| 14 | Select Old Original | In the table Originals, select the checkbox for the old uploaded document (in the first column of the table). |  |  |
| 15 | Choose Delete Original | In the table Originals, choose Delete Original. |  |  |
| 16 | Choose Yes | In the Create Document: Basic Data Simplified Logistics (SBO) dialog, choose Yes. | The outdated Original is deleted. |  |
| 17 | Create New Original | In table Originals, choose Create Original. |  |  |
| 18 | Enter Original | In the Create Document: Basic Data Simplified Logistics (SBO) dialog, enter data as shown in the following example :  Applic.: PDF  Description: Updated design document for FG126 v2  Data Carrier: Blank  Original: see next steps |  |  |
| 19 | Open File Selection Dialog | In the Create Document: Basic Data Simplified Logistics (SBO) dialog, open the F4 help for the Original field. | The Open File dialog box is displayed. |  |
| 20 | Choose Import From Native File System | In the Open File dialog, choose Import From Native File System. | A File Selection dialog box is displayed. |  |
| 21 | Select File | Select a PDF file for upload. |  |  |
| 22 | Choose OK | In the Information Dialog dialog, choose OK. | The Open File dialog is displayed. |  |
| 23 | Select File | In the Open File dialog, select the file and click Choose . | The Create Document: Basic Data Simplified Logistics (SBO) dialog box is displayed. |  |
| 24 | Choose Continue | In the Create Document: Basic Data Simplified Logistics (SBO) dialog, choose Continue (Enter) . | In the Change Document: Basic Data Simplified Logistics (SBO) screen, the Originals table is updated with the new Original. |  |
| 25 | Select New Original | In the table Originals, select the checkbox for the newly uploaded document (in the first column of the table). | The Create Document: Basic Data Simplified Logistics (SBO) dialog is displayed. |  |
| 26 | Check in Original | In the table Originals, choose Check In Orig.. | Note the following:   * When there are multiple active storage categories, the Check in Document: KPro dialog box appears. In this case, proceed with the next step (Step 28) * When there is only one active storage category, the Check in Document: KPro dialog box will NOT display. In this case proceed with step-30 |  |
| 27 | Select Storage Category | In the Check in Document: KPro dialog, select an entry as shown in the following example :  Storage cat.: HCP-DS.715 |  |  |
| 28 | Choose Transfer and Copy | In the Check in Document: KPro dialog, choose Transfer and Copy. | In the Originals table, the field Storage Cat. shows the selected value. |  |
| 29 | Choose Save | In the Create Document: Basic Data Simplified BOM (SBO) screen, choose Save (at the bottom right of the screen). | A Success message is displayed.  The Create Document: Initial Screen is displayed. |  |
| 30 | Close Window | On the Create Document: Initial Screen screen, choose Close. | The Change Record screen is displayed. |  |
| 31 | Choose Back | On the Change Record screen, choose Back. | The My Inbox screen is displayed. |  |
| 32 | Choose Task | Choose the task Perform Design Changes for your Change Record. |  |  |
| 33 | Complete Task | On the My Inbox screen, choose Complete. |  |  |
| 34 | Enter Submit Decision | In the Submit Decision dialog box, enter data as shown in the following example :  Design Change is finished |  |  |
| 35 | Choose Submit | In the Submit Decision dialog box, choose Submit. | The Document Info Record is updated.  The Status of the Change Record changes to Product Change in Process.  The BOM Engineer will receive a task in My Inbox. |  |

## Perform Product Master Changes

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

The Master Data Specialist - Product Data is informed by the BOM Engineer via mail or phone that a material needs to be changed. Based on this information, the Product Master Specialist changes the material master.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Master Data Specialist - Product Data. |  |  |
| 2 | Access App | Open Manage Product Master Data (F1602). | The Product Master screen is displayed. |  |
| 3 | Filter for Product | Enter data as shown in the following example into the Product search field:  Product: RM27  Choose Go. | The Product RM27 is displayed in the Product table. |  |
| 4 | Choose the Product | In the Product table, choose the product by clicking the row. | The Product screen is displayed. |  |
| 5 | Choose Edit | On the Product screen, choose Edit . |  |  |
| 6 | Choose Basic Data | On the Product screen, choose the Basic Data tab. |  |  |
| 7 | Choose Descriptions | From the Basic Data dropdown, choose Descriptions. |  |  |
| 8 | Change Material Description | In the Descriptions table, change the description by selecting or adding the language-specific description as shown in the following example:   * Language: DE * Description: RAW27, PD, Verpackungsbox V2 |  |  |
| 9 | Choose Save | On the Product screen, choose Save .  The Master Data Specialist - Product Data now informs the BOM Engineer through e-mail or phone that the material change was performed. | The Material change is saved. |  |

## Perform Engineering Structure Changes

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

The BOM Engineer receives a new task in the My Inbox - All Items (F0862) app. He/she modifies the Bill of Material.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a BOM Engineer. |  |  |
| 2 | Access App | Open My Inbox - All Items (F0862). |  |  |
| 3 | Select Task | Select the task Perform Engineering Structure Changes.. | The task Perform Engineering Structure Changes is opened. |  |
| 4 | Open Change Record | In the Basic Data section, choose the link next to the field Change Record.  A context menu with the change record number is displayed. Click on the Change Record number. | The Change Record screen is displayed. |  |
| 5 | Perform Change In Material BOM | On the Change Record screen, choose the Items tab.  From the Items dropdown list, choose Material BOM.  In the Material BOM table, select the Bill of Material.  Choose Display Material BOM .  To change the Bill of Material, follow the steps that are described in the test procedure 'Change Bill of Material' of the 1R3- Engineering Bill of Material - Change Master Management scope item.  Caution Do not create a new Change Number, but use the one that was created automatically in the chapter [Modify Validity Date in Change Master](#unique_18) [page ] 33  On the Change Master screen, choose Close . |  |  |
| 6 | Perform Change In Product Structure Variant (Optional) | Note If you are using product strucutre management functionality, (3ND-Product Structure Management scope item) then you can also change the product structure variant assigned to the change record.  Proceed as follows to change the product structure variant assigned to the change record:  On the Change Record screen, choose the Items tab.  From the Items dropdown, choose Product Structure Variants.  In the Product Structure Variants table, select variant PIV\_WB .  Choose Change Node to go to the Change Product Structure screen.  In the Change Product Structure screen, select Product Item Variant PIV\_WB and make entries similar to the following example in the Quantity column:  Example Quantity: 2.  On the Change Product Structure screen, choose Save and then choose Back | Product Structure Variant is changed and the Change Record screen is displayed. |  |
| 7 | Choose Back | On the Change Record screen, choose Back . | The My Inbox screen is displayed. |  |
| 8 | Complete Task | On the My Inbox screen, choose Complete. |  |  |
| 9 | Enter Submit Decision | In the Submit Decision dialog box, enter the following data:  Engineering Structure Changes finalized |  |  |
| 10 | Choose Submit | In the Submit Decision dialog box, choose Submit . | The Change Number is set to inactive.  Since all the process steps for the change record are completed, the Status of the Change Record changes to Change Completed. |  |

# Appendix

## Process Integration

The process to be tested in this test script is part of a chain of integrated processes.

### Preceding Processes

You may first have completed the following processes and conditions before you start with the test steps:

|  |  |
| --- | --- |
| Process | Business Condition |
| 1R3 | Engineering Bill of Material - Change Master Management |
| 1NJ | Responsibility Management |

### Succeeding Processes

After completing the activities in this test script, you can continue testing the following business processes:

|  |  |
| --- | --- |
| Process | Business Condition |
| n.a. | n.a. |

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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