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| Test ScriptSAP S/4HANA - 18-09-20 | public |
| Responsibility Management (1NJ) |

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# Purpose

As we move toward an intelligent enterprise, intelligent systems need to determine agents who are automatically notified about events and who are responsible for business processes and objects. It is essential to define and manage these responsibilities, including authorizations for various contexts, and retrieve the correct contacts that can react to tasks and activities.  Responsibility Management provides the Teams concept through which you can group responsible members with appropriate definitions for responsibilities. These members are assigned functions which uniquely describe the nature of their work. Functions and responsibility definitions help as a selection criterion for refining agent determination. With this scope item you can configure function, function profile, custom responsibility definitions, and team types for Responsibility Management.

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 |
| Business Process Specialist | SAP\_BR\_BUSINESS\_PROCESS\_SPEC | Business Process Management | SAP\_BR\_BUSINESS\_PROCESS\_SPEC |  |
| Administrator | SAP\_BR\_ADMINISTRATOR | Administration | SAP\_BR\_ADMINISTRATOR |  |

Note For on-premise, for the SAP\_WFRT/WF\_BATCH technical user, assign the same authorization objects as that of the Business Process Specialist business role additionally.

# Overview Table

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 Team](#unique_6) [page ] 5 | Business Process Specialist | Manage Teams and Responsibilities (F2412) | A team is created. |
| [Maintain Hierarchy Across Teams](#unique_7) [page ] 7 | Business Process Specialist | Manage Teams and Responsibilities (F2412) | Teams are maintained in hierarchy. |
| [Create Rules](#unique_8) [page ] 8 | Administrator | Manage Responsibility Rules (F4637) | A rule is created. |
| [Extend Context and Map Rules](#unique_9) [page ] 10 | Administrator | Manage Responsibility Contexts (F4636) | Rules are mapped to an extended context. |

# Test Procedures

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

## Create Team

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 process step, you create the teams as Responsible.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to SAP Fiori launchpad as Business Process Specialist. |  |  |
| 2 | Access App | Open Manage Teams and Responsibilities (F2412). | The Teams list page is displayed. |  |
| 3 | Create New Team | Choose Create.Note You can also copy teams from the existing team list. |  |  |
| 4 | Maintain General Information | On the Team screen, there are four facets:* Team Information
* Responsibility Definitions
* Team Owners
* Team Members

In the Team Information section, enter the following values:* Name
* Global ID
* Type
* Description
* Status
* Category

Status can be selected from F4 help.Choose the status from the two options - Not Ready to Use and Ready to Use.The Type and Category values can be selected from the value help.Note On selecting the type, Category is generated automatically.Now, you have entered new team information. | New team is created. |  |
| 5 | Maintain Responsibility Definition Values for Generated Attributes | On selecting the type, Responsibility Definitions are populated and values can be maintained by the user.Note This is an optional step. |  |  |
|  | Maintain Team Owner | The business process specialist can change or add team owners.Note If the business process specialist (who is creating the team) has a business user, this business process specialist is then defaulted as team owner. |  |  |
| 6 | Maintain Team Member | In the Team Members section, choose Create. Then either enter the business partner, or select one or more business partners.Choose the relevant function value from F4 help for all business partners.Assignment of functions to multiple business partners can be done through Manage Functions.Choose Save. |  |  |

## Maintain Hierarchy Across Teams

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 process step, you create the teams as Responsible.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to SAP Fiori launchpad as Business Process Specialist. |  |  |
| 2 | Access App | Open Manage Teams and Responsibilities (F2412). | The Teams list page is displayed. |  |
| 3 | Maintain Hierarchy | There are two ways of maintaining teams in hierarchies:* Maintaining a hierarchy of already-created teams
* Creating a new subteam for a team
 |  |  |
| 4 | Maintaining Hierarchy of Already-Created Teams | Select a team from the teams list page and choose Show Hierarchy.You’re navigated to another list, which shows the selected team in a hierarchical format.Select the team and choose Manage Sub Teams. A list of current and potential subteams is displayed.Add subteams by toggling the yes/no button.Choose OK. |  |  |
| 5 | Creating New Subteam for a Team | Choose a team for which you want to create a subteam. You’re navigated to the team details page.Choose Create Subteam.Enter the required details and choose Save.After saving the subteam, choose Show Hierarchy to view the hierarchy of the teams created. |  |  |

## Create 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

In this process step, you create a Responsibility Rule.

Prerequisite

Before you create a responsibility rule, create a BAdI implementation since Rule ID is the same as the BAdI filter value. For more information, see the Setup guide.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to SAP Fiori launchpad as Administrator. |  |  |
| 2 | Access App | Open Manage Responsibility Rules (F4637). | The Rules list page is displayed. |  |
| 3 | Choose Custom Rule Tab | Choose the Custom Rule tab. |  |  |
| 4 | Create Rules | Choose Create.Note You can also copy an existing standard or custom rule. |  |  |
| 5 | Maintain General Information | On the Rule screen, there are two facets:* General Information
* Parameters

In the General Information section, enter the following values:* ID
* Description
* Upon maintaining the rule ID, BAdI filter is defaulted to Rule ID.
* If the system is ATO-enabled, the ATO prefix is appended to the rule ID upon saving.
 |  |  |
| 6 | Maintain Parameters | In the Parameters section, enter the following values:* Name
* Description
* Type
* CDS View
* CDS Fields

Choose the type from the following options:* Element
* Structure
* Table

Choose Save. |  |  |

## Extend Context and Map 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

In this process step, you extend a context and map it to a Responsibility Rule.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to SAP Fiori launchpad as Administrator. |  |  |
| 2 | Access App | Open Manage Responsibility Contexts (F4636). | The Contexts list page is displayed. |  |
| 3 | Extend Standard Context | Select a Standard Responsibility Context from the list page.Choose Extend. |  |  |
| 4 | Maintain General Information | On the Context screen, there are three facets:* General Information
* Team Category
* Agent Rule

In the General Information section, the standard context ID Is automatically populated either with the ATO prefix or Z\_. The ID can be changed.Note Team Category is populated automatically from Parent Context. |  |  |
| 5 | Maintain Agent Rules | On the Agent Rule screen, there are two facets:* General Information
* Rule Parameter Mapping

In the General Information section, enter the following values:* ID
* Description
* Responsibility Rule ID (custom)

In the Rule Parameter Mapping section, enter the following values:* Name
* Description
* Data Source
* Value (text value)

Note After entering Responsibility Rule ID, Name and Description are populated automatically.Enter either a Data Source or Value parameter.Choose Apply and Save. |  |  |

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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