|  |  |
| --- | --- |
|  |  |
| Test Script  SAP S/4HANA - 18-09-20 | public |
| Transfer of Contact Person for SAP Global Trade Services (24F) |

Table of Contents

[1 Purpose 2](#_Toc51414549)

[2 Prerequisites 3](#_Toc51414550)

[2.1 System Access 3](#_Toc51414551)

[2.2 Roles 3](#_Toc51414552)

[2.3 Business Conditions 3](#_Toc51414553)

[2.4 Master Data, Organizational Data, and Other Data 4](#_Toc51414554)

[3 Overview Table 5](#_Toc51414555)

[4 Test Procedures 6](#_Toc51414556)

[4.1 Schedule Transfer of Contact Persons 6](#_Toc51414557)

[4.2 Check Application Logs for Changed Master Data Transfer (Optional) 7](#_Toc51414558)

# Purpose

Customers can integrate SAP Global Trade Services 11.0 on-premise with SAP S/4HANA to utilize existing rules in SAP Global Trade Services.

This scope item enables the communication scenario and the appropriate RFC calls for synchronizing contact person. Successfully synchronizing the contact person requires that the corresponding business partner already exists in the SAP Global Trade Services system.

If you run processes with on-premise version of SAP S/4HANA, the business processes mentioned in test script are only for basic use case and only for testing purpose. For further information on what the scope item can do besides the basic use case which is mentioned in the test script, go to the [SAP Help Portal](https://help.sap.com/viewer/index) and search for SAP Global Trade Services product page. In the Application Help, navigate to the following chapter: System Administration for SAP Global Trade Services > Data Transfer from the Feeder System > Initial Transfer of Master Data .

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

The test is conducted in the following systems:

|  |  |
| --- | --- |
| System | Details |
| SAP S/4HANA System | Accessible via 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 |
| Administrator - International Trade | SAP\_BR\_ADMINISTRATOR\_SLL | International Trade Administration | SAP\_BR\_ADMINISTRATOR\_SLL |  |

## Business Conditions

The business process described in this test script is part of a bigger chain of integrated business processes or scope items. As a consequence, you must have completed the following processes and fulfilled the following business conditions before you are able to start going through this scope item:

|  |  |
| --- | --- |
| Scope Item | Business Condition |
| 1WA - Transfer of Primary Master Data for SAP Global Trade Services | Before you can transfer a contact person, you must first transfer the corresponding customer. |

Additional configurations in SAP Global Trade Services system:

To make the master data transfer successful, you may need to make additional configurations in the SAP Global Trade Services system (for example, the regions in address). These configurations depend on your SAP Global Trade Services system. This is not covered in this document.

If the transfer is not successful, you may check the application logs in SAP Global Trade Services system to get the error details and then fix it.

## Master Data, Organizational Data, and Other Data

SAP Best Practices Standard Values based on new global template will be used once available. In the table you still see the master data used for the current baseline.

Essential master and organizational data was created in your S/4 HANA system in the implementation phase, such as the data that reflects the organizational structure of your company and master data that suits its operational focus, for example, master data for materials, vendors, and customers.

This master data usually consists of standardized SAP Best Practices default values, and enables you to go through the process steps of this scope item.

Additional Master Data (Default Values)

You can test the scope item with other SAP Best Practices default values that have the same characteristics.

Check your SAP system to find out which other material master data exists.

Using Your Own Master Data

You can also use customized values for any material or organizational data for which you have created master data. For more information about creating master data, see the Master Data Procedures documentation.

Use the following master data in the process steps described in this document

|  |  |  |  |
| --- | --- | --- | --- |
| Data | Sample Value | Detail | Comment |
| Contact Person | <name of contact person at customer> |  | If you do not maintain the address for the contact person, the data transfer will fail. Once the missing address is maintained for the contact person, update the corresponding customer master data to reassign the relationship. |

For more information about creating master data, 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) Script documentation.

Table 1: Master Data Script Reference

|  |  |
| --- | --- |
| MDS | Description |
| BND | Create Customer Master |

# Overview Table

The scope item Transfer of Contact Person for SAP Global Trade Services 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 | Transaction/App | Expected Result |
| [Schedule Transfer of Contact Persons](#unique_8) [page ] 6 | Administrator - International Trade | Schedule Transfer of Contact Persons - Global Trade Services (F1240) | The selected contact persons are transferred to SAP Global Trade Services system |
| [Check Application Logs for Changed Master Data Transfer (Optional)](#unique_9) [page ] 7 | Administrator - International Trade | Application Log for Changed Master Data - Global Trade Services (F1487) | The application logs for the transfer of changed master data are checked |

# Test Procedures

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

* With the activation of the scope item, the background jobs will be activated as well, which try to trigger the transfer via change points for master data change. That means once you successfully complete the initial transfer, the background jobs will automatically transfer the subsequent data changes.
* These background jobs are scheduled hourly regardless of whether initial transfer is made or not.
* You have no possibility to deactivate or change the transfer rhythm.

## Schedule Transfer of Contact Persons

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

Transfer the contact person master data to SAP Global Trade Services system.

Prerequisites

Before you start the test procedures, ensure that the Set-up Instruction Guide of this scope item is executed to ensure working connectivity between the SAP S/4HANA system and the SAP Global Trade Services system.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log onto SAP Fiori launchpad | Log onto the SAP Fiori launchpad using the role Administrator - International Trade. |  |  |
| 2 | Access App | Choose Schedule Transfer of Contact Persons - Global Trade Services (F1240). | The Application Logs screen displays. |  |
| 3 | Create Schedule Transfer of Contact Persons Job | Choose Create. | The New Job view is displayed. |  |
| 4 | Template Selection | Make the following entries and choose Step 2:  Job Template: Schedule Transfer of Contact Persons - Global Trade Services  Job Name: Schedule Transfer of Contact Persons - Global Trade Services |  |  |
| 5 | Scheduling Options | Choose Define Recurrence Pattern. Make the following entries and choose OK. Then choose Step 3:  Start Immediately: <Select>  Recurrence Pattern: Single Run |  |  |
| 6 | Parameters | Make the following entries and choose Schedule:  Title of Transfer Log: <log description>  Contact Person: <leave blank> | The job is scheduled and shown in the list.  If the customers were transferred beforehand, their corresponding contact persons are transferred in this step. |  |

## Check Application Logs for Changed Master Data Transfer (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

The background jobs run automatically to periodically trigger the transfer for the changed master data. If errors occurred during the background job run, the application logs are created. In this process step you can check the application logs.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log onto SAP Fiori launchpad | Log onto the SAP Fiori launchpad using the role Administrator - International Trade. |  |  |
| 2 | Access App | Choose Application Log for Changed Master Data - Global Trade Services (F1487). | The Application Logs screen displays the application logs if errors occurred during the background job run for the changed master data transfer. |  |
| 3 | Check Application Logs | To filter the the log entries, make the following entries and choose Go:  Date From-To: <date range> (default value is today)  Category: /SAPSLL/MD\_GTS\_DIST  Subcategory: /SAPSLL/CPMAS\_DIST (for contact persons). |  |  |
| 4 | Log Details | Click on the log entries to check the log details. | The application logs for the transfer of changed master data are checked.  Note If the address of contact person is missing, you see an error that no address is defined for the contact person. Once the address is maintained and the contact person relationship is reassigned in the customer master data, the retransfer will be successful. |  |

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. |

|  |
| --- |
|  |
| www.sap.com/contactsap |
| © 2020 SAP SE or an SAP affiliate company. All rights reserved.  No part of this publication may be reproduced or transmitted in any form or for any purpose without the express permission of SAP SE or an SAP affiliate company. The information contained herein may be changed without prior notice.  Some software products marketed by SAP SE and its distributors contain proprietary software components of other software vendors. National product specifications may vary.  These materials are provided by SAP SE or an SAP affiliate company for informational purposes only, without representation or warranty of any kind, and SAP or its affiliated companies shall not be liable for errors or omissions with respect to the materials. The only warranties for SAP or SAP affiliate company products and services are those that are set forth in the express warranty statements accompanying such products and services, if any. Nothing herein should be construed as constituting an additional warranty.  SAP and other SAP products and services mentioned herein as well as their respective logos are trademarks or registered trademarks of SAP SE (or an SAP affiliate company) in Germany and other countries. All other product and service names mentioned are the trademarks of their respective companies.  See [www.sap.com/copyright](http://www.sap.com/copyright) for additional trademark information and notices. |

