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|  |  |
| Test Script  SAP S/4HANA - 25-08-20 | public |
| External Customer Payments (2M0\_DE) |

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# Purpose

This scope item enables the external payment method, which can be used with the help of external billing systems. The payment can be triggered via an external billing system and is processed by the External Digital Payments (2LZ) scope item.

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 |
| Accounts Receivable Accountant | Accounts Receivable | SAP\_BR\_AR\_ACCOUNTANT |  |  |

Remember Some of the procedures described are performed outside of the SAP system. Ensure you have the appropriate access, with username and password, created and in place for your usage of the dependent systems.

## 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 to go through the test procedure. If you have installed an SAP Best Practices baseline package, you can use the following baseline package sample data:

|  |  |  |  |
| --- | --- | --- | --- |
| Data | Sample Value | Details | Comments |
| Company Code | 1010 |  |  |
| Customer | 10100010 |  |  |
| Currency | EUR |  |  |
| Payment Method | L when using external payment |  |  |

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 |
| BND | Create Customer |

## Business Conditions

Before this test script can be tested, the following business conditions must be met.

|  |  |
| --- | --- |
| Business Condition | Comment |
| Sell from Stock (BD9) or  Sales Order Processing - Project-Based Services(J14) | A customer invoice must be available for the test procedures. When there are no existing open customer items, you must create a billing document. Follow the procedures in either of thes test scripts to create a customer invoice.  When creating a customer invoice, note the amount and Reference Document Number (XBLNR in the header). The information is required when simulating a manual bank statement. In the bank statement, a credit item can be reconciled with the the customer invoice. |
| Accounts Receivable (J59) | Perform the Enter Invoice without Sales Order procedure and the Invoice Collection Preparation procedure in the Accounts Receivable (J59) test script to create outgoing invoices, import manually, and display invoices. |

## Preliminary Steps

### Create Invoices Manually

Purpose

In this activity, you post customer invoices in accounting. Journal Entries are created.

Prerequisites

A customer master record has been entered.

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 Create Outgoing Invoices (FB70). | The Enter Customer Invoice view displays. |  |
| 3 | Basic Data | Choose the Company Code tab and enter your company code in dialog box that opens.  Make the following entries:  Customer: 10100010  Invoice date: <Today’s date>  Posting date: Today’s date  Reference: <any>  Amount: <any>  Document Currency : <co.code currency>  Calculate Tax : Selected |  |  |
| 4 | Payment | Bline Date : <Today’s date>  Payt Terms: 0001 |  |  |
| 5 | Line Items | G/L Acct : 41000400  D/C : Credit  Amount in Document Currency: <any>  Tax Code : <Output/Sales tax code> |  |  |
| 6 | Profitability Segment | In the Profit.segment column, select the button and enter:  Customer: <customer number>  Profit Center: <any>  Choose Derivation and then choose Continue. |  |  |
| 7 | Post | Choose Post to save. | Journal Entry posts. |  |

### Display Open Invoices

Purpose

In this activity, you display line items for a customer account.

Prerequisite

Invoices are available in the system.

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 Customer Line Items (F0711). |  |  |
| 3 | Enter Search Criteria | Make the following entries:  Customer: 10100010  Company Code: 1010 |  |  |
| 4 | Status | Choose your status.  If you choose All Items, the system displays all the account items.  Choose open items for a list of open invoices. |  |  |
| 5 | Date and Item Type | Make the following entries:  Open at key date: <Today’s date>  Item type: Normal Items |  |  |
| 6 | Execute Search | Choose the Go button. | The customer line items display according to your search criteria. |  |

# 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, Report or Item | Business Role | Transaction/APP | Expected Results |
| [Assign PayPal Payment Method](#unique_10) [page ] 10 | Accounts Receivable Accountant | Pay My Bills | You assigned the PayPal payment method to a transaction. |
| [Payment Run](#unique_11) [page ] 12 |  |  |  |
| [Schedule Payment Proposal](#unique_12) [page ] 12 | Accounts Receivable Accountant | Manage Automatic Payments (F0770) | Payment schedule executed. |
| [Release Payment Proposal](#unique_13) [page ] 14 | Accounts Receivable Accountant | Manage Automatic Payments (F0770) | Payment is posted. |

# Test Procedures

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

## Assign Payment Methods

### Assign PayPal Payment Method

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 activity, you select open bills or credit items and make payment via PayPal.

Prerequisite

An open customer invoice is available. If one is not available, see the [Create Invoices Manually](#unique_7) [page ] 6 preliminary step.

Set Digital Payments to Active.

SAP Cloud Platform(SCP) must be available to continue with the test.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad with your assigned credentials. |  |  |
| 2 | Access the SAP Fiori App | Open Pay My Bills. | The Pay My Bills view is displayed. |  |
| 3 | Select Account | On the Select Account dialog box, select the row for the account you want to pay.  If only one account is assigned to you, the account is chosen by default.  If multiple accounts are assigned to you, the Select Account dialog box displays a list of accounts, which includes company names, customers, and the number of open payments and invoices.  Note Search for an account using a company name or customer. | The open invoices and payments from the account displays.  Note When you have multiple accounts, to switch to another account, choose the Switch Accounts button at the bottom left in the view. |  |
| 4 | Open Bills | In the Open Bills pane, select the checkbox for an invoice number and choose Next.  Note You can also select a credit memo Document Number from the Credit Items area to apply toward the invoice to lower the amount to be paid by credit card.  Note Dispute case can be created when BFC dispute management is enabled. |  |  |
| 5 | Payment Method | In the Payment Method pane, make the following entries:  Select Payment Method: External Payment |  |  |
| 6 | PayPal | Choose the PayPal button. | A Log in to your PayPal Account browser window is displayed. |  |
| 7 | Credentials | Enter your User ID and password, then choose Log In. |  |  |
| 8 | Pay Now | Verify the data on the screen, then choose the Pay Now button. | The browser window closes and returns you to the Pay My Bills view. |  |
| 9 |  | In the left pane, you should see your new PayPal payment. |  |  |

## Payment Run

Purpose

The Payment Run section describes how to post payment using the automatic payment program.

Invoices are posted and are open for payment.

Prerequisite

Open invoices to be cleared must be available in the SAP S/4HANA system. Your electronic fund transfer system provides an externally paid invoice to the SAP S/4HANA system with the Post Journal Entry Request API (JournalEntryCreateRequestConfirmation\_In). After a successful execution, note down the reference ID that consists of the document number, the company code, and the fiscal year, for example, 01000022510102017.

### Schedule Payment Proposal

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 activity selects the invoices to be paid.

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 Automatic Payments (F0770). | The Manage Automatic Payments view displays. |  |
| 3 | Create View | Choose the + (Add) button. | The New Parameter dialog box displays. |  |
| 4 | Initial Data Entry | Make the following entries:  Run Date: <today's date>  Identification: <any five character description, such as SPAY1>  and choose the Create button. | An entry input view displays. |  |
| 5 | Data Entry | Enter or verify the following:  Basic section:  Posting Date: <today's date>  Docs entered up to: <today's date>  Customer Items Due By: For example, <today's date + 10 >  Additional Log: YES  Payment Controls section:  Company Code: 1010  Next Payment Date: today's date + 5 days  Payment method: L  Open Item Selection section:  Customer: 10100010 |  |  |
| 6 | Save | At the top of the view, choose Save. | The system displays a Parameter has been saved notification and the new payment parameters displays with Parameter Created status. |  |
| 7 | Schedule Proposal | Choose Schedule > Proposal. | The Schedule Proposal dialog box displays. |  |
| 8 | Enter Schedule Criteria | Make the following entries:  Start Date: <today's date>  Start Immediately: Select  and choose Schedule: | The system displays the message Proposal is created and the Manage Automatic Payments view displays. |  |
| 9 | View the Proposal | Choose the Proposal Processed tab. |  |  |
| 10 | Display | Choose the Go button. | The new proposal displays in the Items list. |  |

### Release Payment Proposal

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 activity, you release the payment proposal.

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 Automatic Payments (F0770). |  |  |
| 3 | Go | Choose the Go button. | A list of all payment runs displays. |  |
| 4 | Proposal Processing | Choose the Proposal Processed tab. |  |  |
| 5 | Select Proposal | Select the line of the proposal you created in the previous procedure (for example, SPAY1) and choose Schedule. | A Schedule Payment dialog box displays. |  |
| 6 | Schedule Payment | Make the following entries:  Start Date: <Today's date>  Start immediately: Select  and choose Schedule. | The system displays a Payment has been scheduled notification. The Payments Processed view displays. Under the Items list, the payment status changes to Payment Running. |  |
| 7 | View the Payment | Choose the Payment Processed tab. | The status changes to Payment Posted. |  |
| 8 | View Log Posting | On the line of your payment run and in the Log column, choose the Notes icon.  Note If the Log column does not appear in the view, choose the Gear (Settings) icon. Select the Log field and choose OK. | The Log Details dialog box displays the details of the payment generated. |  |
| 9 | Close Dialog Box | Choose OK to close the dialog box. | The Log Details dialog box closes. |  |
| 10 | Payments and Exceptions | In the Open column, choose > (Open) to navigate.  Note If the Open column does not show, choose the Gear (Settings) icon. Select the Open field and choose OK. | A view displays a summary of payments and exceptions for the payment run. |  |
| 11 | Navigation | You can sort the information by payment method, country/region, and so on. Select the view to display in the field below Summary. | Amounts are sorted by your selection. |  |
| 12 | Payments | Select the Payments or Exceptions tabs. | Details display for payments or exceptions generated (such as payment document). |  |
| 13 | Payments Navigation | On the Payments tab, under the Open column for the payment document, choose the > (Open) icon to display line item details of the payment.  When you complete your review, choose Back from the top of the view, to exit this view. | Payment item details display. |  |

Succeeding Processes

Caution External Digital Payments (2LZ) provides more procedures for external payment for electronic fund transfer that must be completed after this scope item.

# Appendix

## Succeeding Processes

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

|  |  |
| --- | --- |
| Process | Business Condition |
| External Digital Payments (2LZ) | Follow the additional procedures for external payment for electronic fund transfer. |

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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