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| Test ScriptSAP S/4HANA - 18-09-20 | public |
| Proposal of options for Materials without Purchase Contract (30W) |

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# Purpose

This scope items deals with providing options for the purchaser to create an RFQ where the materials don't have a purchase contract.

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 |
| Purchaser | SAP\_BR\_PURCHASER | Operational Purchasing | SAP\_BR\_PURCHASER |  |

## 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 Group | L001 | Trading Materials |  |

## Business Conditions

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

|  |  |
| --- | --- |
| Scope Item ID | Business Condition |
| 1XF - Request for Price | This scope item is prerequisite for 30W - Proposal of options for Materials without Purchase Contract if internal sourcing request is used. |
| 1A0 - Sourcing with SAP Ariba Sourcing | This scope item is prerequisite for 30W - Proposal of options for Materials without Purchase Contract if external sourcing request integration with Ariba Collaborative Sourcing is used. |
| 1L2 - Supplier Quote Automation with SAP Ariba Commerce Automation | This scope item is requisition for 30W - Proposal of options for Materials without Purchase Contract if external sourcing request for Quote automation with Ariba Network integration is used. |

# 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 | Transaction/App | Expected Results |
| [Monitor Materials Without Purchase Contracts](#unique_8) [page ] 6 | Purchaser | Monitor Materials Without Purchase Contract (F3356) | -- |

# Test Procedures

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

## Monitor Materials Without Purchase Contracts

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 identify materials without a contract and create an RFQ to negotiate better conditions when purchasing.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1. | Log on | Log on to the Fiori Launch Pad as a Purchaser. | The Fiori Launchpad is displayed. |  |
| 2. | Access the App | Open Monitor Materials Without Purchase Contract (F3356). | The Monitor Materials Without Contracts screen is displayed. |  |
| 3. | Use the Global Filter | On the Monitor Materials Without Contracts screen make the following entries:Purchasing Organization: your purchasing OrganizationMaterial Group: L001Proposal Status: <your value>for example, select ProposedChoose Go. | The corresponding data is filtered accordingly. |  |
| 4. | Analyze Ranking Details | On the table view, click Ranking number to see the ranking details for the material. | The Ranking Details screen is displayed. |  |
| 5. | Give Feedback for Materials | On the table view, you can give feedback for material by choosing Dismiss in Feedback field. |  |  |
| 6. | Select Proposed Material | Select the Proposed Material by choosing Material in the table. | Proposed Material is selected. |  |
| 7. | Create Request for Quotation | Choose Create RFQ | The Request for Quotation screen is displayed.You can follow steps describe in following scope items to complete Request for Quotation creation based on your business requirement.Int. Sourcing Req.:1XF - Request for PriceExt. Sourcing Req.:1A0 - Sourcing with SAP Ariba SourcingExt. Price Request:1L2 - Supplier Quote Automation with SAP Ariba Commerce Automation |  |

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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