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| Test ScriptSAP S/4HANA - 18-09-20 | public |
| Intelligent Approval Workflow (43E) |

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# Purpose

Analyze the approval pattern history for the purchase requisitions based on price, source of supply, material group, approvers, attachments, and so on, and provide recommendations for a mass automated approval.

This document describes additional configuration steps that you must carry out in the productive system on customer site to activate the Intelligent Approval for Purchase Requisitions(43E). As these configuration steps are customer-specific, they cannot be delivered by SAP, and must be carried out by the customer.

# Prerequisites

## 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 |
| Employee - Procurement | SAP\_BR\_EMPLOYEE\_PROCUREMENT |  |  |  |
| Configuration Expert - Business Process Configuration | SAP\_BR\_BPC\_EXPERT | Business Process Configuration | SAP\_BR\_BPC\_EXPERT |  |
| Manager - Procurement | SAP\_BR\_MANAGER\_PROCUREMENT |  |  |  |

## Business Conditions

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

List conditions in the correct sequence. Specify the related scope item. The information is required to create the Test Cycle document which explains the dependencies between scope items and lists the requirements for testing a scope item.

|  |  |
| --- | --- |
| Scope Item | Business Condition |
| 18J- Requisitioning | You have completed the step described in the Requisitioning (18J) master data script. Posting Period is up to date. |

## Preliminary Steps

### Configure S/4 Cloud Edition Intergration

Please refer to the document Setting Up Intelligent Approval Workflow (43E).

### Activate Intelligent Approval for Purchase Requisitions

Procedure

The following section is ONLY relevant for the on-premise version of SAP S/4HANA.

1. Access the activity using the following navigation option:

|  |  |
| --- | --- |
| SAP IMG Path | Materials Management > Purchasing > Purchase requisition > Flexible Workflow > Activate Intelligent Approval for Purchase Requisitions |
| Transaction Code | SPRO |

1. On the Change View “Machine Learning Configurations”: Details screen, choose New entries.
2. Choose Scenario 01 Intelligent Approval for Purchase Requisitions, make the following fields:

For example:

|  |  |
| --- | --- |
| Field | Value |
| Activate | Yes |
| Number of Attempts | 3 |
| Calculation Currency | USD |

### Configure Flexible Workflow for Purchase Requisition

Purpose

In this procedure, you configure your release conditions for Purchase Requisition Approval.

SAP Note [2485779](https://service.sap.com/sap/support/notes/2485779) - Configure Workflow using SAP Fiori in S/4HANA, which provides information on steps to use the workflow framework in purchase requisition. Any question regarding this SAP note, please raise ticket to component MM-FIO-PUR-REQ-SSP.

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 . | The Fiori launchpad is displayed. |  |
| 2 | Open Manage Workflow for Purchase Requisition | Open Manage Workflow for Purchase Requisitions (F2705) | The Manage Workflows screen is displayed. |  |
| 3 | Create Manage Workflow | Select Release of Purchase Requisition Item, then choose Add and make following entries:Name: Test Workflow for Purchase RequisitionSTART CONDITIONS ：Net amount is equal to or greater than 500 USDChoose + add another condition and choose Creation indicator of purchase requisitions item is S.Step Sequence: AddStep Type: Release of Purchase Requisition ItemRecipients: Assignment By: <User>Please check if the employee data has been maintained with the chapter [Maintain the Default Setting for Users](#unique_8) [page ] 7 for Users if you can’t find User for approval.Select User with Manager\_procurement from F4 helpChoose Add.Choose Save. | The Workflow for Purchase Requisition is configured. |  |
| 4 | Activate Workflow Item | Select the just created Workflow Item and choose Activate. | The Workflow Item is activated. |  |
| 5 | Define Order | Choose Define Order.On the Define Order screen, then choose Test Workflow for Purchase Requisition then move the selected workflow one level up. | Define the priority for workflow. |  |

### Maintain the Default Setting for Users

Context

The default setting for an employee should be maintained by the Configuration Expert - Business Process Configuration mandatorily. Plant and Company code needs to be presented a primary information in the user defaults screen.

The user for Purchase Requisition approval and Purchase Requisition creation also must be an employee user.

For the steps of user configuration, please refer to the sections in the [Administration Guide for the Implementation of SAP Best Practices for SAP S/4HANA](https://help.sap.com/viewer/S4HANA_1809_AdminGuide)

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Logon | Logon to SAP Fiori launchpad as a Configuration Expert - Business Process Configuration . | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Default Settings for Users - Purchase Requisitions (F1995). | The Default Settings for Users screen displays. |  |
| 3 | Enter the User ID | On the Default Settings for Users screen, enter the User ID and then choose Enter. |  |  |
| 4 | Edit the Default Setting for User | On the Default Settings for Users screen, choose Edit in the lower right corner.Make the following entries:* Plant: your plant, for example, 1710
* Company Code: your Company code, for example, 1710
* Currency: USD
* Source Determination: <Selected>
* Purchasing Doc. Type: NB

Choose Save. | Default Settings are set for users. |  |

# 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 |
| [Create Purchase Requisition](#unique_10) [page ] 10 | Employee - Procurement | Create Purchase Requisition (F1643) | Purchase Requisition is created. |
| [Display of Confidence Level and interpretation in My Inbox and approval PR](#unique_11) [page ] 12 | Manager - Procurement | My Inbox - All Items (F0862) | Purchase Requisition is approved or rejected. |

# Test Procedures

## Create Purchase Requisition

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

Employee create shopping cart for free text material, generate a purchase requisition.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Logon | Logon to SAP Fiori launchpad as an Employee - Procurement . | The SAP Fiori launchpad displays. |  |
| 2 | Access to Create Purchase Requisitions | Open Create Purchase Requisition (F1643) | The Create Purchase Requisition screen displays. |  |
| 3 | Create Purchase item | Choose Create Own Item , if you want to create a free description item. |  |  |
| 4 | Enter General Data | In the General Data section, make the following entries:Material: <Blank>This scope item also supports material number but you need to check whether material number exists or not in your system.Short Text: office supplyMaterial group: YBMM00Choose Go.You will see the material group with rating if scope item 2XV implemented.Valuation Price: 100Currency: USDPrice Unit: 1 EAQuantity Requested : 100Unit of Measure: EADelivery Date : <today +30> |  |  |
| 5 | Assign Source of Supply | On the Source of Supply section, choose Add.In the Add a supplier dialog box:Supplier : for example, 17300002 as Fixed , and then choose Add. | The supplier is assigned. |  |
| 6 | Add to Shopping Cart | Choose Add to Cart at the right bottom of the screen. | The Purchase Requisition Overview screen displays. |  |
| 7 | Edit Purchase Requisition Item | Choose Purchase Requisition Overview at the top right of the screen to view the cart, and then choose View Cart.On the My Purchase Requisition screen:Select the item created, and enter the following entries:Purchasing Group : for example, 001　Purchasing Organization: 1710Company Code : 1710Plant : 1710Acct Assignment Cat : KIn the Account Assignment section:choose serial no.acct.assgt 1.On the Accounting Details screen, make the following entries:GL Account: 65100000Cost center: 17101101Choose Back.Choose Save.Choose Back. |  |  |
| 8 | Order | Choose Order. | Purchase Requisition 1000XXXX created. |  |

## Display of Confidence Level and interpretation in My Inbox and approval PR

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Manager - Procurement. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the App |  | A list of existing Purchase Orders is displayed. |  |
| 3 | Display of confidence Level and Interpretation | Select the purchase Requisition from the left screen which created above step.You will see the value of Confidence Level for PR Approval, then you will see parameters and corresponding values the contribute from the calculated confidence level on Top right corner, for example, Supplier, Purchase Org, Material with percentage will display. | Confidence Level and parameters with percentage display. |  |
| 4 | Approve Purchase Requisition | Based on the value of step3, you can choose Approve or Reject. | Purchase requisition approved or rejected. |  |

# Appendix

## Process Integration

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

## Succeeding Processes

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

|  |  |
| --- | --- |
| Process | Business Description |
| Requisitioning-(18J) | You can create purchase requisition with catalog item which created based on the propose catalog item form machine learning. |

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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