|  |  |
| --- | --- |
|  |  |
| Test Script  SAP S/4HANA - 15-09-20 | public |
| Returnables Processing (BDW\_DE) |

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# Purpose

This scope item describes four main scenarios for processing returnable pallets:

* Sales Process Including Returnable Materials

You create a standard sales order and a delivery for goods, pallets (returnable materials) are added to the delivery, after picking is done and goods issue is posted for delivery, pallets quantity is removed from regular inventory in your plant and is added to the special stock for the customer, then billing documents is created for goods sold to customer.

* Delivery Process for Returnable Materials (Optional)

If you send pallets to customer without accompanying any goods, directly create delivery for pallets without order reference. Then post goods issue.

* Return Process for Returnable Materials

When the pallets are returned and manufacturer is notified by customer, you create a return sales order for pallets, delivery is automatically created in background, once pallets reach your plant physically, goods receipt is posted.

* Return Process for Returnable Materials (Second Variant)

When the pallets are returned and manufacturer is not notified by customer, you create a pallet return delivery without order reference, then post goods receipt.

* Billing of Returnable Materials Which Were Not Returned

If the customer does not return the pallets, a pallets issue order is created, once the order is saved, a delivery is automatically generated as a follow-up document, after a goods issue is posted, relevant pallet quantity deducts from both customer special stock and your own valuated stock, then the customer invoice can be created.

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 |
| Internal Sales Representative | SAP\_BR\_INTERNAL\_SALES\_REP | Internal Sales | SAP\_BR\_INTERNAL\_SALES\_REP |  |
| Shipping Specialist | SAP\_BR\_SHIPPING\_SPECIALIST | Shipping | SAP\_BR\_SHIPPING\_SPECIALIST |  |
| Warehouse Clerk | SAP\_BR\_WAREHOUSE\_CLERK | Inventory Processing | SAP\_BR\_WAREHOUSE\_CLERK |  |
| Billing Clerk | SAP\_BR\_BILLING\_CLERK |  |  |  |
| Inventory Manager | SAP\_BR\_INVENTORY\_MANAGER | Inventory Management | SAP\_BR\_INVENTORY\_MANAGER |  |
| Returns and Refund Clerk | SAP\_BR\_RETURNS\_REFUND\_CLERK |  |  |  |

## 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 | TG11 | Trading Good for Reg. Trading (MRP planning)  no Serial no.; no batch | See sections Business Conditions and Preliminary Steps. |
| Material | TG12 | Trading Good for Reg. Trading (reorder point planning)  no Serial no.; no batch | See sections Business Conditions and Preliminary Steps. |
| Material | TG21 | Trad.Good 21,Reorder Point,Batch-FIFO  No serial number, batch controlled (FIFO strategy) | Only use if you have activated the building block Batch Management (BLG) (BLH)(BLP).  See sections Business Conditions and Preliminary Steps. |
| Material | TG22 | Trad.Good 22,Reorder Point,Batch-ExpD  No serial number, batch controlled (Exp. Date) | Only use if you have activated the building block Batch Management (BLG) (BLH)(BLP).  See sections Business Conditions and Preliminary Steps. |
| Material | RP001 | Empties,ND |  |
| Material | CM-FL-V00 | Forklift | Only use if you have activated the scope item Make-to-Order Production with Variant Configuration (1YT). |
| Sold-to Party | 10100001 | Customer domestic 01 |  |
| Ship-to Party | 10100001 | Domestic DE Customer 1 |  |
| Payer | 10100001 | Domestic DE Customer 1 |  |
| Plant | 1010 | Plant 1 DE |  |
| Storage Location | 101A |  |  |
| Shipping Point | 1010 |  |  |
| Sales Organization | 1010 |  |  |
| Distribution Channel | 10 |  |  |
| Division | 00 |  |  |

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

|  |  |
| --- | --- |
| MDS | Description |
| BNF | Create Product Master of Type "Trading Good" |
| BND | Create Customer Master |

## Business Conditions

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

|  |  |
| --- | --- |
| Scope Item | Business Condition |
| J45 - Procurement of Direct Materials | Material must be available in stock.  For trading goods (HAWA) or returnable materials (LEIH), perform one of the following activities:   * Execute the Procurement without QM test script Procurement of Direct Materials(J45) * Create stock using FLP Tile Post Goods Movement (for details see section Preliminary Steps). |
| BNZ - Create New Open MM Posting Period | You have completed the step described in the Create New Open MM Posting Period(BNZ) master data script. Posting Period is up to date. |

## Preliminary Steps

### Set Initial Stock for Material

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 process step shows you how to set initial stock to execute this scope item.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Comments |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Warehouse Clerk. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Post Goods Movement (MIGO). It only displays this way if it was your last transaction. So, the action for the user should be to select Reference Document for MIGO Transaction > Other. | The Goods Receipt Other screen displays. |  |
| 3 | Enter Movement Type | Make the following entry and choose Enter.   * Executable Action in Transaction MIGO: Goods Receipt * Reference Document for MIGO Transaction: Other |  |  |
| 4 | Edit Material | On the Goods Receipt Other Screen: Material tab, make the following entry, and choose Enter:   * Material : <Material Number> |  |  |
| 5 | Edit Quantity Data | On the Goods Receipt Other Screen: Quantity tab, make the following entry, and choose Enter:   * Qty in Unit of Entry: 1000 * Unit of Entry: <PC> |  |  |
| 6 | Enter the Goods Receipt Other Screen: Where Tab | On the Goods Receipt Other Screen: Where tab, make the following entries and choose Enter:   * Movement Type: 561 (Receipt per initial entry of stock balances into unrestricted use) * Plant: <Enter a Plant> * Storage Location: <Enter a Storage Location> |  |  |
| 7 | Enter the Goods Receipt Other Screen: Batch Tab | On the Goods Receipt Other Screen: Batch tab, make the following entry and choose Enter:   * Date of Manufacture: <Enter the Current Date or a Date in the Past> | Only relevant for batch relevant materials. |  |
| 8 | Save Your Entries | Choose Post. |  |  |

Financial Postings

|  |  |  |
| --- | --- | --- |
| Material | Debited Accounts | Credited Accounts |
| Trading Good (HAWA) | 13600000  Inventory TradingGd | 39912000  Inv Init SF&amp;Fin Bal |

### Create Condition Records (Optional)

Purpose

In case you have finetuned the access sequence of SAP pre-shipped condition types, the relative condition records should be created accordingly.

You can find general information on how to create master data objects in 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 2: Master Data Script Reference

|  |  |
| --- | --- |
| Master Data ID | Description |
| BET | Create Sales Pricing Condition |

# Overview Table

This scope item consists of several process steps provided in the table below.

|  |  |  |  |
| --- | --- | --- | --- |
| Process Step | Business Role | Transaction/App Name | Expected Results |
| Sales Process Including Returnable Materials | | | |
| [Display Pallets Stock](#unique_10) [page ] 13 | Warehouse Clerk | Display Stock Overview (MMBE) |  |
| [Create Sales Order](#unique_11)  [page ] 15 | Internal Sales Representative | Manage Sales Orders (F1873) | Sales order saved demand created for MRP within delivery plant |
| [Create Attachment for Sales Order (Optional)](#unique_12)  [page ] 17 | Internal Sales Representative | Manage Sales Orders (F1873) |  |
| [Create Delivery](#unique_13)  [page ] 18 | Shipping Specialist | Create Outbound Deliveries - From Sales Orders (F0869A) | Delivery created. |
| [Create Attachment for Delivery (Optional)](#unique_14) [page ] 19 | Shipping Specialist | Display Outbound Delivery (VL03N) |  |
| [Add Delivery Item for Pallet](#unique_15)  [page ] 21 | Shipping Specialist | Change Outbound Delivery (VL02N) |  |
| [Execute Picking](#unique_16)  [page ] 22 | Shipping Specialist | My Outbound Delivery Monitor (VL06O) | Picking is done |
| [Check Batches (Optional)](#unique_17)  [page ] 23 | Shipping Specialist | Change Outbound Delivery (VL02N) | Batch numbers are assigned to the materials |
| [Post Goods Issue](#unique_18) [page ] 25 | Shipping Specialist | My Outbound Delivery Monitor (VL06O) | The goods issue is posted. The system prints a delivery note. |
| [Display Pallets Stock](#unique_19) [page ] 26 | Warehouse Clerk | Display Stock Overview (MMBE) |  |
| [Create Billing Documents](#unique_20)  [page ] 28 | Billing Clerk | Create Billing Documents (F0798) | Invoice created and posted in FI/CO |
| [Create Attachment for Billing (Optional)](#unique_21) [page ] 30 | Billing Clerk | Display Billing Documents (F2250) | The attachment for billing is created. |
| [Post Incoming Payment](#unique_22) [page ] 31 | | | |
| Delivery Process for Returnable Materials (Optional) | | | |
| [Create Outbound Delivery without Order Reference (Optional)](#unique_23) [page ] 32 | Shipping Specialist | Create Outbound Delivery - Without Order Reference (VL01NO) |  |
| Return Process for Returnable Materials | | | |
| [Create Pallets Return Sales Order](#unique_24)  [page ] 34 | Internal Sales Representative | Manage Sales Orders (F1873) | Pallets return sales order created |
| [Create Attachment for Sales Order (Optional)](#unique_12)  [page ] 17 | Internal Sales Representative | Manage Customer Returns (F1708) |  |
| [Post Goods Receipt](#unique_25) [page ] 36 | Shipping Specialist | Manage Outbound Deliveries - VL06O (VL06O\_CLOUD) | The goods receipt is posted. |
| [Display Pallets Stock](#unique_26) [page ] 38 | Warehouse Clerk | Display Stock Overview (MMBE) |  |
| Return Process for Returnable Materials (Second Variant) | | | |
| [Create Outbound Delivery w/o Order Reference](#unique_27) [page ] 39 | Shipping Specialist | Create Outbound Delivery - Without Order Reference (VL01NO) | The pallet return delivery is created |
| [Create Attachment for Delivery (Optional)](#unique_14) [page ] 19 | Shipping Specialist | Display Outbound Delivery (VL03N) |  |
| Billing of Returnable Materials Which Were Not Returned | | | |
| [Create Pallets Issue Order](#unique_28) [page ] 42 | Internal Sales Representative | Create Sales Orders - VA01 (VA01) | Returnable packaging issue order is created. |
| [Post Goods Issue](#unique_29)  [page ] 44 | Shipping Specialist | Change Outbound Delivery (VL02N) | The goods issue is posted. |
| [Create Billing Document](#unique_30)  [page ] 45 | Billing Clerk | Create Billing Documents (F0798) | Billing document created |
| [Create Attachment for Billing (Optional)](#unique_21) [page ] 30 | Billing Clerk | Display Billing Documents (F2250) | The attachment for billing is created. |
| [Display Pallets Stock](#unique_31) [page ] 49 | Warehouse Clerk | Display Stock Overview (MMBE) |  |

# Test Procedures

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

The Enterprise Search function provides a central entry point for finding business objects in your company from different sources using a single search request. You can search for objects such as: apps, fact sheets for business objects. From the data found, you can go directly to the respective apps and fact sheets to display, edit the data or find related objects.

How to access and check a fact sheet:

1. Log on to the SAP Fiori launchpad as a respective user, for example, Internal Sales Representative.
2. Access the Enterprise Search Bar by choosing the magnifying glass icon in the upper right corner.
3. The Enterprise Search bar displays two filter fields next to the search icon: all dropdown menu and a search field. Enter your Search Criteria and choose the business object type, for example, select Sales orders from the dropdown menu, and enter a sales order number in the search field and choose Search, the sales order lists.
4. Choose the sales order number link. The system navigates to the fact sheet screen and sales order related information is integrated and summarized in one Fiori page. You can get detailed data by choosing the corresponding links.

There are fact sheets available for the following objects (visible depending on the assigned role):

* Sales order
* Quotation
* Billing document
* Credit Memo
* Debit Memo
* Customer 360 Fact sheet

## Sales Process Including Returnable Materials

### Display Pallets Stock

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 process step shows you how to display the pallet stock.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Warehouse Clerk. | The SAP Fiori Launchpad displays. |  |
| 2 | Access the App | Open Display Stock Overview (MMBE). | The Stock Overview: Company Code/plant/Storage Location/Batch screen displays. |  |
| 3 | Enter Material Data | Make the following entries:   * Material : <Material Number> For example, RP001 * Plant: 1010 * Display Version: 01 | The Stock Overview: Basic List screen displays. |  |
| 4 | Choose Execute | Choose Execute. |  |  |

If you can't find Display Stock Overview app, open Show/Hide Group Panel in the SAP Fiori launchpad, choose Tile Catalog, and navigate to Display Stock Overview under Material Management - Warehouse Management and add it to My Home group.

### Create Sales Order

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 process step shows you how to create a sales order for a customer and a standard product.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as an Internal Sales Representative. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Manage Sales Orders (F1873). |  |  |
| 3 | Create Sales Order | On Manage Sales Orders screen, choose Add and select Create Sales Order - VA01. | The Create Sales Order: Initial screen displays. |  |
| 4 | Enter Sales Document Type | Make the following entries and choose Enter:   * Order Type: <Sales Order Type> For example, OR(Standard Order) * Distribution Channel: 10 * Sales Organization: 1010 * Division: 00 |  |  |
| 5 | Enter Customer Information | Make the following entries:   * Sold-to Party: <Sold-to Party> For example, 10100001 |  |  |
| 6 | Enter Order Details | Make the following entries and choose Enter:   * Customer Reference: <Reference> * Cust. Ref. Date: <Date> * Material: <Material Number> For example, TG11 * Order Quantity: <Quantity> For example, 5 * Order Reason: <Order Reason>, for example, Good Service * Optional: Item: 20, Material: RP001, Order Quantity: 4PC. |  |  |
| 7 | Save | Choose Save. | The standard sales order is saved.  Please ignore any dialog boxes. |  |

If you have installed the scope item Rebate Processing: Free Goods in your system and you use material TG11 and customer 10100001, the following warning may appear: Minimum quantity 1.000 PC of free goods has not been reached. To skip this warning, choose Enter.

Printing Form - NAST Output

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as an Internal Sales Representative. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Display Sales Order |  |  |
| 3 | Enter Sales Order | On the Display Sales Order: Initial screen, enter <the respective order number>.  From the menu, choose More > Sales Document > Issue Output to. | The Display Sales Order xxx: Output screen displays. |  |
| 4 | Display Print Preview | Select the line with the BA00 message type and choose Print Overview. | Preview for PDF document displays. |  |

### Create Attachment for Sales Order (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

This process step shows you how to create attachment for a sales order.

Procedure

Note In order to perform the following steps, the user parameter "SD\_SWU\_ACTIVE" must be "X".

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Comments |
| 1 | Log On | Log on to the SAP Fiori launchpad as an Internal Sales Representative. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Manage Sales Orders (F1873). | The Manage Sales Orders screen displays. |  |
| 3 | Navigate to Display Sales Order Screen | On the Manage Sales Orders screen, enter the respective order number created in previous step in the Sales Order and choose Go.  Choose the sales order line that displays. |  |  |
| 4 | Create Attachment for Sales Order | Choose Services for Object on the top right corner of screen, choose Create Attachment. | The Import File screen displays. |  |
| 5 | Import File | Choose OK in the File Upload dialog box.  In the Open view, choose local path and file, and choose Open. | The attachment was successfully created. |  |
| 6 | Check Attachment | Choose Services for Object on top right corner of screen, choose Attachment List. | Attachment brings up on the Service: Attachment list screen. |  |

### Create Delivery

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 process step shows you how to create a delivery.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Comments |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. |  |  |
| 2 | Access the App | Open Create Outbound Deliveries - From Sales Orders (F0869A). | The Create Outbound Deliveries-From Sales Orders screen displays. |  |
| 3 | Search Sales Order | Make the following entries and choose Go :   * Shipping point: 1010 * Planned Creation Date: <Delivery selection date> * Order: Sales order number created previously |  |  |
| 4 | Create Delivery | Select your sales order items and choose Create Deliveries. | A delivery is triggered to create. |  |
| 5 | Check Details | Choose Display Log. | The Analyze Delivery Log screen displays. A delivery is created successfully with delivery number shown on tab Deliveries. |  |

With the Analyze Outbound Delivery Logs app, you can display an overview about the logs of all delivery creation in system. You can search for logs according to different filter criteria, for example, Created by and additional settings. Detailed log information is listed via selecting the arrow on the right of each delivery log entry:

If delivery is created successfully, delivery number is shown on tab Deliveries, else, you can display the exact message type, text and also the related sales document on tab Messages.

### Create Attachment for Delivery (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

This process step shows you how to create attachment for delivery.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Comments |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Display Outbound Delivery (VL03N). | The Display Outbound Delivery: Initial screen displays. |  |
| 3 | Enter Outbound Delivery Number | In the Outbound Delivery field, enter <the outbound delivery number created in previous step> and choose Continue. | The Display Outbound Delivery xxx: Overview screen displays. |  |
| 4 | Create Delivery Attachment | Choose Services for Object on the top right corner of screen, choose Create and choose Create Attachment. | The Import File screen displays. |  |
| 5 | Import File | Choose OK in the File Upload dialog box.  In the Open view, choose local path and file, and choose Open. | The attachment was successfully created. |  |
| 6 | Check Attachment | Choose Services for Object on the top right corner of screen, then choose Attachment List. | Attachment shows up on Service: Attachment List screen. |  |

### Add Delivery Item for Pallet

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 process step shows you how to add a pallet item to the delivery.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Change Outbound Delivery (VL02N). | The Change Outbound Delivery screen displays. |  |
| 3 | Enter Outbound Delivery | Make the following entries and choose Enter:   * Outbound Delivery: <Outbound Delivery> |  |  |
| 4 | Enter delivery details | On the Delivery 8xxxxxx Change: Overview screen, on the Picking tab, make the following entries and choose Enter:   * Material: <Material number> RP001 * Plant: <Plant> For example, 1010 * Storage Location: <Storage location> For example, 101A * Delivery Quantity: screen<Delivery Qty> For example, 3 |  |  |
| 5 | Save | Choose Save. | Pallets have been added to the delivery document. |  |

### Execute Picking

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 picking process involves taking goods from a storage location and staging the right quantity in a picking area where the goods are prepared for shipping. This process step shows you how to pick deliveries.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open My Outbound Delivery Monitor (VL06O). |  |  |
| 3 | Choose Picking | Choose For Picking. |  |  |
| 4 | Enter Shipping Point | Make the following entries, and choose Execute:   * Shipping Point: 1010   Under the Picking Data tab, select   * Only Picking Without WM: X |  |  |
| 5 | Change Outbound Deliveries | From Day’s Workload for Picking, select your delivery number, and choose Change Outbound Deliveries. |  |  |
| 6 | Check Batch Split | Choose the Picking tab, check if batch split exists in the Batch Split Indicator column. |  |  |
| 7 | Enter Picked Quantity | * If batch spilt exists, choose Batch Split Exists to expand sub item(s), enter <quantity equal to delivery Qty> in Picked Qty field for sub item. * If batch spilt doesn't exist, enter <quantity equal to delivery Qty> in Picked Qty field for picking related item(s). |  |  |
| 8 | Choose Enter | Choose Enter. |  |  |
| 9 | Save | Choose Save. | The delivery has been decided. |  |

### Check Batches (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

This process step shows you how to check the batch number assigned to the material.

Prerequisites

Execute this step if batch management is used, such as TG21 and TG22.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Comments |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Change Outbound Delivery (VL02N). |  |  |
| 3 | Enter Outbound Delivery Number | In the Outbound Delivery field, enter <outbound delivery number>, and choose Enter. |  |  |
| 4 | Check Batch Number Assignment | If Expand Batch Split exists, go to the Batch field, and check the batch number assignment. | Batch numbers are assigned to the materials. |  |
| 5 | Save Document | Choose Save. |  |  |

### Post Goods Issue

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 process step shows you how to post goods issues for delivery.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Comments |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. |  |  |
| 2 | Access the App | Open My Outbound Delivery Monitor (VL06O) |  |  |
| 3 | Open Outbound Delivery Monitor | Make the following entries and choose Execute  Shipping Point: 1010  Overall Status: Ready to Post GI |  |  |
| 4 | Post Good Issue | Select your outbound delivery note, and choose Post GI.  Select today’s date from the dialog box, and choose Continue. | A message confirms the goods issue has been posted. |  |

Financial Posting

|  |  |  |  |
| --- | --- | --- | --- |
| Material | Debited Accounts | Credited Accounts | Cost Element / CO Object |
| Trading Good (HAWA) | 51600000  Consptn Trde Gds | 13600000  Inventory TradingGd | none |

Printing Form

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. |  |  |
| 2 | Access the App | Open Display Outbound Delivery (VL03N). | The Display Outbound Delivery (VL03N) screen displays. |  |
| 3 | Issue Delivery Output | In the Outbound Delivery field, enter <Outbound Delivery Number>. On the same screen, go to menu on the top, choose More > Outbound Delivery > Issue Delivery Output . |  |  |
| 4 | Print | * Print preview: Select the line with the LD00 message type, and choose Print Preview. * Print Delivery Order: select the line with the LD00 message type, and choose Print. In the dialog box, maintain output device, and choose Print. | * The preview document displays. * The document prints. |  |

### Display Pallets Stock

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 process step shows you how to display the pallet stock.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Warehouse Clerk. | The SAP Fiori Launchpad displays. |  |
| 2 | Access the App | Open Display Stock Overview (MMBE). | The Stock Overview: Company Code/plant/Storage Location/Batch screen displays. |  |
| 3 | Enter Material Data | Make the following entries:   * Material: <Material Number> For example, RP001 * Plant: <Plant> * Display Version: 01 | The Stock Overview: Basic List screen displays. |  |
| 4 | Choose Execute | Choose Execute. |  |  |

Note If you can't find Display Stock Overview app, open Show/Hide Group Panel in the SAP Fiori launchpad, choose Tile Catalog, and navigate to Display Stock Overview under Material Management - Warehouse Management and add it to My Home group.

### Create Billing Documents

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 process step shows you how to create a billing document.

Create Billing Document

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log onto the SAP Fiori launchpad as a Billing Clerk. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Create Billing Documents (F0798). | The Create Billing Document screen displays. |  |
| 3 | Define Billing Setting | Choose Billing Settings in the right bottom of the screen.  There are four settings, we should make all of these settings to ON.   1. Enter Billing Data before billing 2. Separate Billing Documents for Each Billing Due List Item. 3. Automatically Post Billing Documents 4. Display Billing Document after creation. |  |  |
| 4 | Search for billing list | In the search condition, use criteria if necessary. | Sales document(s) will display in the result. |  |
| 5 | Choose Individual Billing Document | Select a row of sales document created previously and choose button Create. | There is one window Create Billing Documents (F0798) displaying. |  |
| 6 | Maintain Billing Date | Choose Invoice (F2) billing type and maintain billing date, for example current date, then press button OK. | The draft billing document is created.  Note The item with pallets is not relevant for billing, ignore the log information Item category LF CB10 cannot be invoiced with billing type F2. |  |
| 7 | Save Billing Document | On the Billing Document screen, click Save. The draft billing document with ID Sxxxxxxxx turns into a saved billing document with ID xxxxxxxx, make a note of the billing document number: \_\_\_\_\_\_\_\_\_\_. | Final billing document is generated. |  |

Financial posting:

|  |  |  |  |
| --- | --- | --- | --- |
| Material | Debited Accounts | Credited Accounts | Cost Element / CO Object |
| Trading Good (HAWA) | 12100000 Rcvbls Domestic | 41000000 Rev Domestic Prod  22000000 Output tax | none |

Manage billing documents

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Access the App | Open Manage Billing Documents (F0797) under Sales > Billing Documents | The screen Manage Billing Document will display. |  |
| 2 | Search the billing document created in previous step | Input the Billing document number recorded in previous step. Choose Enter. | The billing document created in previous step will display. |  |
| 3 | Display the billing document | Select the billing document item, and choose Display. | The billing document shall be displayed. |  |
| 4 | Check Output Condition | On the Billing Document (F1901) screen, choose the last assignment block, Output Items. | There is one entry in the item and the output type is BILLING\_DOCUMENT.  Only After implement the [2790427](https://launchpad.support.sap.com/#/notes/2790427) Billing Document Output Management, then process the output procedure steps in this section. |  |
| 5 | Display Print Preview | On the Billing Document (F1901) screen choose Preview. | Preview for PDF document displays. |  |
| 6 | Cancel Billing Document (Optional) | Select certain Billing document and choose Cancel Billing Docs | There is log display - Billing Document Canceled. |  |
| 7 | Update new Attachment (Optional) | In the Edit mode, add, delete and update the attachments. Save your changes by pressing Save in the footer bar. |  |  |
| 8 | Update new Text (optional) | In the Edit mode, you can add, delete and update these texts. Save your changes by pressing Save in the footer bar. |  |  |

### Create Attachment for Billing (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

This process step shows you how to create an attachment for a billing document.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Comments |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Billing Clerk. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Manage Billing Documents (F0797). | The Manage Billing Document screen displays. |  |
| 3 | Search Billing | Make the following entry, and choose Enter:  Billing Document: <Billing Document Number Created Previously> |  |  |
| 4 | Choose Billing Number | On the Manage Billing Documents screen, select your billing document created in the previous step, and choose Display. | The Billing Document screen displays. |  |
| 5 | Edit | On the Billing Documents screen, choose Edit. |  |  |
| 6 | Create Billing Attachment | Scroll down and choose Upload in the ATTACHMENTS section. | The Open File screen displays. |  |
| 7 | Import File | In the Open window, select a local path or file and choose Open.  Choose Save. | The attachment is successfully created. |  |
| 8 | Check Attachment | In the ATTACHMENTS section, you can see the uploaded document. Choose the document you want to open. |  |  |

### Post Incoming Payment

Procedure

Complete all activities described in the test script of the scope item: Accounts Receivable (J59) (Chapter Posting Incoming Payments) using the master data from this document.

## Delivery Process for Returnable Materials (Optional)

In parallel with chapter [Sales Process Including Returnable Materials](#unique_33) [page ] 13, if pallets are sent to your customer without accompanying with goods , execute the following activities.

### Create Outbound Delivery without Order Reference (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

This step can be used if the pallets are sent to customer without accompanying with goods. Technically speaking, the delivery type LO does not require an order to be created first before the delivery can take place. This process step shows you how to create outbound delivery without order reference.

Prerequisite

You can only send pallets to customer if you own enough of them.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Create Outbound Delivery - Without Order Reference (VL01NO). | The Create Outbound Delivery without Order Reference screen displays. |  |
| 3 | Enter Shipping Point | Make the following entries and choose Enter:   * Shipping Point: <Shipping Point> For example, 1010. * Delivery Type: <LO> Delivery w/o Ref. * Sales Organization: <Sales Organization> For example, 1010. * Distribution Channel: <Distribution Channel> * Division: <Division> |  |  |
| 4 | Enter Delivery Details | Make the following entries and choose Enter:   * Ship-to Party: <Ship-to party> For example, 10100001 * Planned GI: <Today's Date> * Material: <Material number> For example, RP001 * Deli. Qty: <Quantity to be Delivered> For example, 1 |  |  |
| 5 | Post Goods Issue | Choose Post Goods Issue.  Note Please ignore any pop-up information. |  |  |

## Return Process for Returnable Materials

### Create Pallets Return Sales Order

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 process step shows you how to create a return sales order for pallets.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as an Internal Sales Representative. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Create Sales Orders - VA01 (VA01). | The Create Sales Documents screen displays. |  |
| 3 | Enter Sales Document Type | Make the following entries and choose Enter:   * Sales Document Type: <Sales order type> For example, CBG0 (Return pack./empties) * Sales organization: <Sales organization> * Distribution channel: <Distribution channel> * Division: <Division> |  |  |
| 4 | Enter Order Details | Make the following entries and choose Enter:   * Sold-to party: <Sold to party> For example, 10100001 * Material : <Material number> For example, RP001 * Order Quantity: <Quantity> For example, 1 |  |  |
| 5 | Save | Choose Save.  Note Please ignore any pop-up windows. | A return delivery document is created as well. |  |

### Create Attachment for Sales Order (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

This process step shows you how to upload an attachment for a sales order.

Procedure

Note In order to perform following steps, user parameter SD\_SWU\_ACTIVE has to be to X.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Comments |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Returns and Refund Clerk. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Manage Customer Returns (F1708). | The Manage Customer Returns screen displays. |  |
| 3 | Navigate to Display Return Order Screen | On the Manage Customer Returns screen, enter the respective order number created in previous step in the Customer Returns field and choose Go.  Choose the return order line that displays. |  |  |
| 4 | Create Attachment | From the top menu bar, choose Services for Object and Create Attachment.  Note If Services for Object does not display, select More to expand the dropdown list. | The Import file screen displays. |  |
| 5 | Import File | Choose OK in the File Upload pop-up screen.  In the Open view, choose local path and file, and choose Open. | The attachment was successfully created. |  |
| 6 | Check Attachment | Choose Services for Object on the top menu bar and choose Attachment List.  Note If Services for Object does not display, select the More dropdown list. | Attachment shows up in the Service: Attachment list view. |  |

### Post Goods Receipt

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 process step show syou how to post a goods receipt.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. |  |  |
| 2 | Access the App | Open Manage Outbound Deliveries - VL06O (VL06O\_CLOUD). | The Manage Outbound Deliveries screen displays. |  |
| 3 | Choose Good Issue | Choose For Goods Issue. |  |  |
| 4 | Enter Shipping point | Make the following entries and choose Execute:   * Shipping point: <Shipping point> For example,1010 |  |  |
| 5 | Post Good Issue | Mark the relevant delivery and choose post Good Issue . Select today’s date and choose Continue in the dialog box. | The goods receipt is posted |  |

Printing form

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. |  |  |
| 2 | Access the App | Open Display Outbound Delivery (VL03N) | The Display Outbound Delivery (VL03N) screen displays |  |
| 3 | Issue Delivery Output | On the Display Outbound Delivery (VL03N) Screen, enter the Delivery number.  From the menu, choose More > Outbound Delivery > Issue Delivery Output |  |  |
| 4 | Print | * Print preview: Select the line with the message type LD00 and choose Print Preview. * Print Delivery Order: select the line with the message type LD00 and choose Print. In the pop up screen, maintain output device and choose Print. | * The preview document displays. * The document prints. |  |

### Display Pallets Stock

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 display the pallet stock.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Warehouse Clerk. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Display Stock Overview (MMBE). | The Stock Overview: Company Code/plant/Storage Location/Batch screen displays. |  |
| 3 | Enter Material number | Make the following entries:   * Material: <Material Number> For example, RP001 * Plant: <Plant> * Display Version: 01 | The Stock Overview: Basic List screen displays. |  |
| 4 | Choose Execute | Choose Execute. |  |  |

Note If you can't find Display Stock Overview app, open Show/Hide Group Panel in the SAP Fiori launchpad, choose Tile Catalog, and navigate to Display Stock Overview under Material Management - Warehouse Management and add it to My Home group.

## Return Process for Returnable Materials (Second Variant)

In parallel with chapter [Return Process for Returnable Materials](#unique_35)  [page ] 34, if pallets are returned to your plant without first notifying by customer, execute the following activities.

### Create Outbound Delivery w/o Order Reference

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 step can be used if the customer returns the pallet without first notifying the vendor of the return. Technically speaking, the delivery type CBG5 does not require that an order is first created before the return delivery can take place.

Prerequisite

You can only return pallets if the customer owns enough of them.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. |  |  |
| 2 | Access the App | Open Create Outbound Delivery - Without Order Reference (VL01NO). | The Create Outbound Delivery Without Order Reference screen displays. |  |
| 3 | Enter Shipping Point | Make the following entries and choose Enter:   * Shipping Point: <Shipping Point> For example, 1010 * Delivery Type: CBG5Pallet returns * Sales Organizaiton: <Sales Organization>For example, 1010 * Distribution channel: <Distribution Channel> * Division: <Division> | The Pallet returns Create: Overview screen displays. |  |
| 4 | Enter Delivery Details | Make the following entries and choose Enter:   * Ship-to party: <Ship-to party> For example, 10100001 * Planned GI: <today's date> Pallet returns * Material : <Material Number> For example, RP001 * Deli.Qty: <Quantity to be returned> For example, 1 |  |  |
| 5 | Post Goods Receipt | Choose Post Goods Receipt (MIGO\_GR).  Please ignore any pop-up information. |  |  |

### Create Attachment for Delivery (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

This process step shows you how to create attachment for delivery.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Comments |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Display Outbound Delivery (VL03N). | The Display Outbound Delivery: Initial screen displays. |  |
| 3 | Enter Outbound Delivery Number | In the Outbound Delivery field, enter <the outbound delivery number created in previous step> and choose Continue. | The Display Outbound Delivery xxx: Overview screen displays. |  |
| 4 | Create Delivery Attachment | Choose Services for Object on the top right corner of screen, choose Create and choose Create Attachment. | The Import File screen displays. |  |
| 5 | Import File | Choose OK in the File Upload dialog box.  In the Open view, choose local path and file, and choose Open. | The attachment was successfully created. |  |
| 6 | Check Attachment | Choose Services for Object on the top right corner of screen, then choose Attachment List. | Attachment shows up on Service: Attachment List screen. |  |

## Billing of Returnable Materials Which Were Not Returned

### Create Pallets Issue Order

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 create a pallets issue order for unreturned pallets. The customer has not returned one or more pallets. The reason could be that they have been broken or simply forgotten.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as an Internal Sales Representative. | The SAP Fiori Launchpad displays. |  |
| 2 | Access the App | Open Create Sales Order.  From the menu, choose Sales-Sales Order Processing and Create Sales Order. | The Create Sales Order: Initial screen displays. |  |
| 3 | Enter Data | Make the following entries and choose Enter:   * Sales Document Type: <Sales Order Type> For example, DR (Debit Memo Request) * Sales organization: <Sales Organization> * Distribution channel: <Distribution channel> * Division: <Division> | The Create Debit Memo Request Overview screen displays. |  |
| 4 | Enter Customer Information | Make the following entries and choose Enter:   * Sold-To Party: <Sold-to party> For example 10100001. |  |  |
| 5 | Enter Order Details | Make the following entries and choose Enter:   * Billing Date: <today's date> * Material : <material number> For example, RP001 * Target Quantity: <Quantity> For example, 1 * Billing block: <Billing block>For example, Check Debit Memo * Order reason: <Order reason> For example, Damaged in transit (on the Sales tab) |  |  |
| 6 | Confirm message | Confirm message Please check the billing date via Enter if necessary. |  |  |
| 7 | Save | Save your entries.  Please ignore any pop-up windows. | The debit memo request for material RP001 is saved |  |

### Post Goods Issue

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 process step shows you how to post a goods issue.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. | The SAP Fiori Launchpad displays. |  |
| 2 | Access the App | Open Change Outbound Delivery (VL02N). | The Change Outbound Delivery (VL02N) screen displays. |  |
| 3 | Change Outbound Delivery | Make the following entries and Choose Continue.  Outbound Delivery: delivery number created previously | The Delivery XXX Change: Overview  screen displays. |  |
| 4 | Post Good Issue | Choose Post Goods Issue | The goods issue is posted. |  |

Printing form

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as aShipping Specialist. |  |  |
| 2 | Access the App | Open Display Outbound Delivery (VL03N) | The Display Outbound Delivery (VL03N) screen displays |  |
| 3 | Issue Delivery Output | On the Display Outbound Delivery (VL03N) Screen, enter the delivery number. From the menu, choose More > Outbound Delivery > Issue Delivery Output |  |  |
| 4 | Print | * Print preview: Select the line with the message type LD00 and choose Print Preview. * Print Delivery Order: select the line with the message type LD00 and choose Print. In the pop up screen, maintain output device and choose Print. | * The preview document displays. * The document prints. |  |

### Create Billing Document

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 process step shows you how to create a billing document.

Create Billing Document

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log onto the SAP Fiori launchpad as a Billing Clerk. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Create Billing Documents (F0798). | The Create Billing Document screen displays. |  |
| 3 | Define Billing Setting | Choose Billing Settings in the right bottom bar.  There are four settings, we should make all of these settings to ON   1. Set billing date and type before billing: ON 2. Create separate billing document for each item of billing due list: OFF 3. Automatically post billing documents: ON 4. Display billing documents after creation: ON |  |  |
| 4 | Search for Billing List | In the search condition, use criteria if necessary. | Sales document(s) will display in the result. |  |
| 5 | Select Item(s) for Billing | Select row(s) of sales document created previously and choose button Create Billing Documents. | There is one window Create Billing Documents (F0798) displaying. |  |
| 6 | Maintain Billing Date | Choose billing type Invoice (F2) and maintain billing date, for example current date, then choose OK button . | The draft billing document with ID Sxxxxxxxx will be displayed. |  |
| 7 | Save Billing Document | Save you entries. Make a note of the billing document number: \_\_\_\_\_\_\_\_\_\_. | The system generates an invoice for billing.  Material : EMPTIES,ND (LEIH)  Debited Accounts: 10100001; Rcvbls Domestic DE 1  Credited Accounts: 41000000; Revenue Domestic - Product; 22000000; Output tax (MWS)  Cost Element / CO Object: none |  |
| 8 | Access the App | Open Display Billing Document. | The Display Billing Document screen displays. |  |
| 9 | Enter Billing Number | In the Billing Document (F1901) field, enter the respective invoice number and choose Enter. | The Invoice xxx Display: Overview of Billing Items screen displays. |  |
| 10 | Check Output Condition | On the Invoice xxx Display: Overview of Billing Items screen choose MenuMore > Goto > Header > Output . | The Invoice XXX Display: Output screen displays. |  |
| 11 | Display Print Preview | On the Invoice xxx Display: Output screen select the line already created for the print output and choose Display PDF Document. | Preview for PDF document displays. |  |

### Create Attachment for Billing (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

This process step shows you how to create an attachment for a billing document.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Comments |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Billing Clerk. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Manage Billing Documents (F0797). | The Manage Billing Document screen displays. |  |
| 3 | Search Billing | Make the following entry, and choose Enter:  Billing Document: <Billing Document Number Created Previously> |  |  |
| 4 | Choose Billing Number | On the Manage Billing Documents screen, select your billing document created in the previous step, and choose Display. | The Billing Document screen displays. |  |
| 5 | Edit | On the Billing Documents screen, choose Edit. |  |  |
| 6 | Create Billing Attachment | Scroll down and choose Upload in the ATTACHMENTS section. | The Open File screen displays. |  |
| 7 | Import File | In the Open window, select a local path or file and choose Open.  Choose Save. | The attachment is successfully created. |  |
| 8 | Check Attachment | In the ATTACHMENTS section, you can see the uploaded document. Choose the document you want to open. |  |  |

### Post Incoming Payment

Procedure

Complete all activities described in the test script of the scope item: Accounts Receivable (J59) (Chapter Posting Incoming Payments) using the master data from this document.

### Display Pallets Stock

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 process step shows you how to display the pallet stock.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Warehouse Clerk. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Display Stock Overview (MMBE). | The Stock Overview: Company Code/plant/Storage Location/Batch screen displays. |  |
| 3 | Enter Material number | Make the following entries:   * Material : <Material Number> For example, RP001 * Plant: <Plant> * Display Version: 01 | The Stock Overview: Basic List screen displays. |  |
| 4 | Choose Execute | Choose Execute. |  |  |

Note If you can't find Display Stock Overview app, open Show/Hide Group Panel in the SAP Fiori launchpad, choose Tile Catalog, and navigate to Display Stock Overview under Material Management - Warehouse Management and add it to My Home group.

# 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 test scripts:

|  |  |
| --- | --- |
| Scope Item | Business Condition |
| BKK - Sales Order Fulfillment Monitoring (optional) | Complete the following activities:   * Review Incomplete Sales Orders * Review Incomplete SD Documents (deliveries) * Review Outbound Deliveries for Goods Issue * Review List Blocked (for accounting) Billing Documents) |

## Scheduling Job (alternative)

### Job Scheduling for Delivery Creation (Alternative)

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 process step shows you how to schedule a background job for creating outbound deliveries.

This app can be used as an alternative instead of the manual creation of outbound deliveries.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Schedule Delivery Creation (F2228). | The Application Jobs screen displays. The app automatically shows the history of application jobs. |  |
| 3 | Create Delivery Creation Schedule | Choose New to define a new job. | The New Job screen displays. The Job Template should be defaulted as Schedule Delivery Creation. |  |
| 4 | Job Parameters | Define scheduling options and parameters for the batch job if necessary, then choose Check. | The system displays the message Go ahead and schedule the job. |  |
| 5 | Schedule | Choose Schedule. | A delivery creation job is scheduled. Screen goes back to Application Jobs. |  |
| 6 | Check Delivery Creation Job Log | On the Application Jobs screen, after job item’s status turned to Finish, choose Status symbol in the Log column.  Note Choose the Magnifier, and the job list will refresh. | The job log details displays. |  |

### Job Scheduling for Goods Issue Deliveries (Alternative)

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 process step shows you how to schedule a background job for goods issue posting with reference to outbound deliveries.

This app can be used as an alternative instead of the manual goods issue posting for outbound deliveries.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Shipping Specialist. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Schedule Goods Issue For Deliveries (F2259). | The Application Jobs screen displays. The app automatically shows the history of application jobs. |  |
| 3 | Create Goods Issue Deliveries Schedule | Choose New to define a new job. | The New Job screen displays. The Job Template should be defaulted as Schedule goods issue for Deliveries. |  |
| 4 | Job Parameters | Define scheduling options and parameters for the batch job if necessary, then choose Check. | The system displays the message Go ahead and schedule the job. |  |
| 5 | Schedule | Choose Schedule. | A schedule goods issue for deliveries job is scheduled. The screen goes back to Application Jobs. |  |
| 6 | Check Goods Issue Deliveries Job Log | On the Application Jobs screen, after job item’s status turned to Finish, choose Status symbol in the Log column.  Note Choose the Magnifier, and the job list will refresh. | The job log details are displayed. |  |

### Job Scheduling for Billing Creation (Alternative)

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 process step shows you how to schedule a background job for creation billing documents.

This app can be used as an alternative instead of the manual creation of billing documents.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a . | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Schedule Billing Creation (F1519). | The Application Jobs screen displays. The app automatically shows the history of application jobs. |  |
| 3 | Create Billing Creation Schedule | Choose New to define a new job for billing creation. | The New Job screen displays. Job Template should default as Schedule Billing Creation. |  |
| 4 | Job Parameters | Define scheduling options and parameters for the batch job if necessary.  Choose Check. | The system displays the message Go ahead and schedule the job. |  |
| 5 | Schedule | Choose Schedule. | A billing creation job is scheduled. Screen goes back to Application Jobs. |  |
| 6 | Check Billing Creation Job Log | On the Application Jobs screen, after job item’s status turned to Finish, choose Job Log.  Note Choose the Magnifier, and the job list will refresh. | The log details display. |  |

### Job Scheduling for Billing Release (Alternative)

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 process step shows you how to schedule a background job for release billing documents to accounting.

This app can be used as an alternative instead of the manual release to accounting for billing documents.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Billing Clerk. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Schedule Billing Release (F1518). | The Application Jobs screen displays. The app automatically shows the history of application jobs. |  |
| 3 | Create Billing Release Schedule | Choose New to define a new job for billing creation. | The New Job screen displays. Job Template defaultly should be Schedule Billing Release. |  |
| 4 | Job Parameters | Define scheduling options and parameters for the batch job if necessary.  Choose Check. | The system displays the message Go ahead and schedule the job. |  |
| 5 | Schedule | Choose Schedule. | A billing release job is scheduled. Return to Application Jobs. |  |
| 6 | Check Billing Release Job Log | On the Application Jobs screen, after job item’s status turned to Finish, choose Job Log.  Note Choose Magnifier, and the job list will refresh. | The log details displays. |  |

### Job Scheduling for Billing Output (Alternative)

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 process step shows you how to schedule a background job for when and how billing documents are sent to customer.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Billing Clerk. | The SAP Fiori launchpad displays. |  |
| 2 | Access the App | Open Schedule Billing Output (F1510). | The Application Jobs screen displays. The app automatically shows the history of application jobs. |  |
| 3 | Create Billing Output Schedule | Choose New to define a new job for billing creation. | The New Job screen displays. Job Template should default as Schedule Billing Output. |  |
| 4 | Job Parameters | Define scheduling options and parameters for the batch job if necessary.  Choose Check. | The system displays the message Go ahead and schedule the job. |  |
| 5 | Schedule | Choose Schedule. | A billing release job is scheduled. Return to Application Jobs. |  |
| 6 | Check Billing Output Job Log | On the Application Jobs screen, after job item’s status turned to Finish, choose Job Log.  Note Choose Magnifier, and the job list will refresh. | The log details display. |  |

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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