



# SAP S/4HANA Adoption Starter Engagement Technical Preparation

# S/4HANA Adoption Starter – Preparation Checklist (1/2)

## Customer Roles

Prerequisite	Effort	Details
<b>Customer role clarification and availability</b>		
Adoption Starter Coordinator	high	Main counterpart for SAP, needs to coordinate all activities and pull in other roles where required
Executive sponsor	low	Signoff-Instance of Transformation Plan
Business Owner(s)	low	Business Owners of LoB/Units in scope
Process Manager(s)	medium	Process Managers of Processes in scope
Controller	medium	For details required for Ongoing Effort Estimate Workshop
Enterprise Architect	medium	For overall view of current and recommended landscape
Landscape Operations (Run)	medium	Current usage of systems, instances etc.
Project/Program Manager (Build)	low	Planning of Transformation, sequence etc.
Corporate Strategy / Innovation Manager	low	For Innovation Topics in company scope/group scope

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# SAP S/4HANA Adoption Starter – Preparation Checklist (2/2)

## System Preparation

Topics	Prerequisites
SAP Readiness Check & SAP Business Scenario Recommendations	<ul style="list-style-type: none"><li>● Minimum release: SAP ERP 6 on any EhP, on any database, SAP S/4HANA Finance (aka 1503/1605)</li><li>● Central SAP Note <a href="#">2758146</a> and follow-up SAP Notes need to be implemented</li><li>● ECC system with ST-A/PI 01S and ST-PI 700/740, latest version and Support package stack of ST-A/PI and SP-PI recommended</li><li>● The latest system information for the ECC-System in focus needs to be supplied in the Maintenance Planner, according to SAP Note <a href="#">2408911</a></li><li>● System access to productive client of ECC-System</li></ul>
SAP Transformation Navigator	<ul style="list-style-type: none"><li>● EWA data is required to populate the SAP Transformation Navigator</li><li>● Ensure that the steps of SAP Note <a href="#">207223</a> has been followed (i.e. EWA setup for relevant systems, option “Sent to SAP” activated in your SAP Solution Manager)</li></ul>
S-User	<ul style="list-style-type: none"><li>● Ensure that the S-User has sufficient authorizations to access all relevant system usage data</li><li>● In case of assistance is required create an incident on component XX-SER-SAPSMP-USR</li></ul>