

SAP Community Call

For SAP Cloud ALM Experts

SAP SE
November 2022

PUBLIC

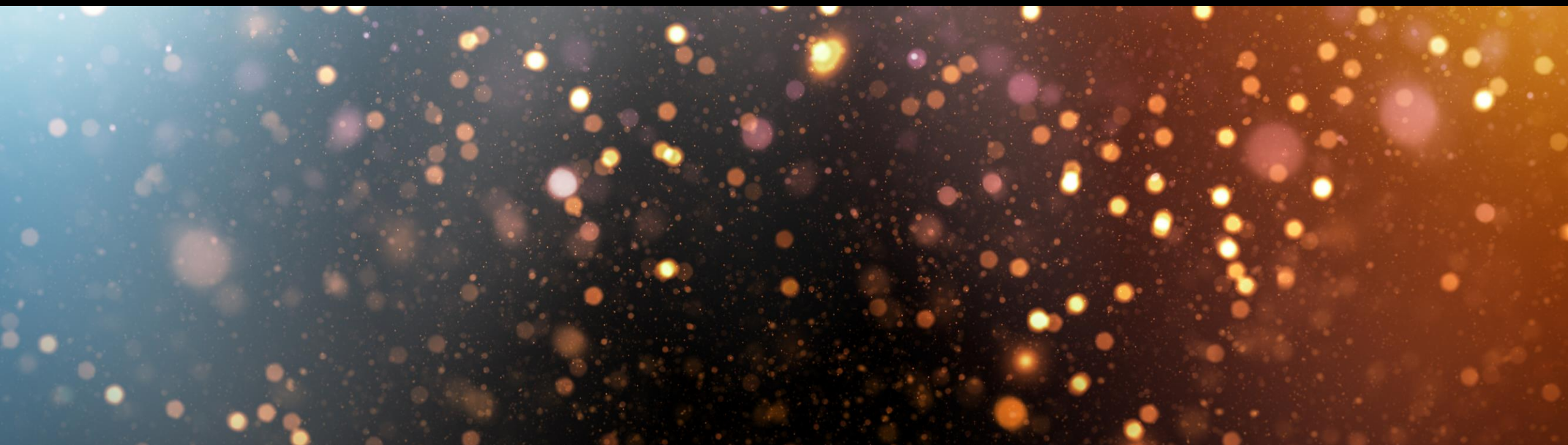
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Welcome



SAP Community Call for SAP Cloud ALM Experts | Agenda for **November 5, 2022**

Focus topic: SAP Cloud ALM for Implementations

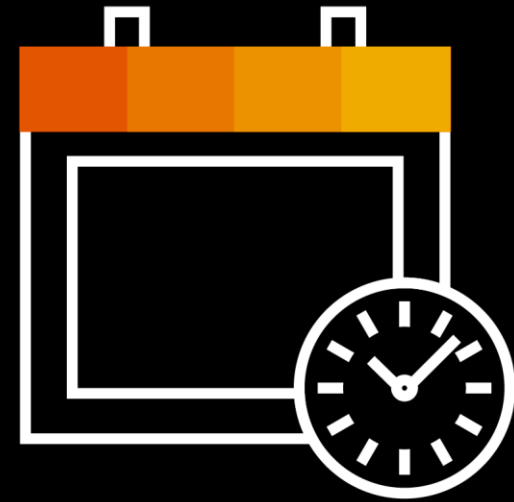
Welcome & about this call

Solution Documentation

We ask, you answer | Menti poll

Additional Information

You ask, we answer | Q&A



Speakers



Tonja Kehrer



Sinje Seidler



Michael Buse

About this Call

WHY Build up expert knowledge, share experiences, ask questions

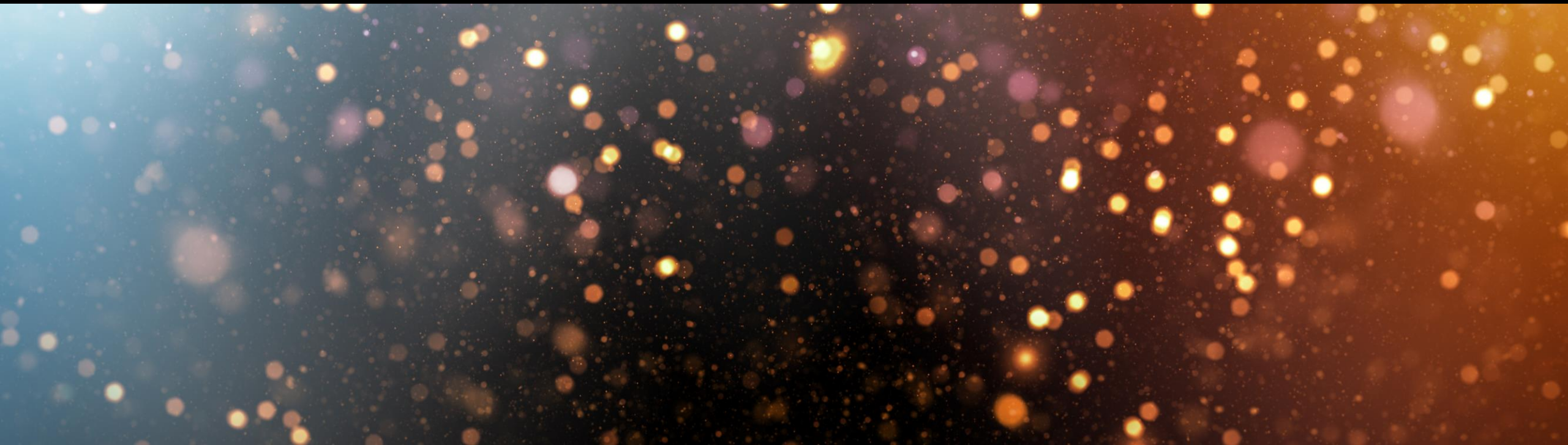
WHEN Monthly webinar series about SAP Cloud ALM

WHAT Concepts, live demos, alternating focus on implementation and operations

WHO Beginners, Experts and anyone interested in SAP Cloud ALM



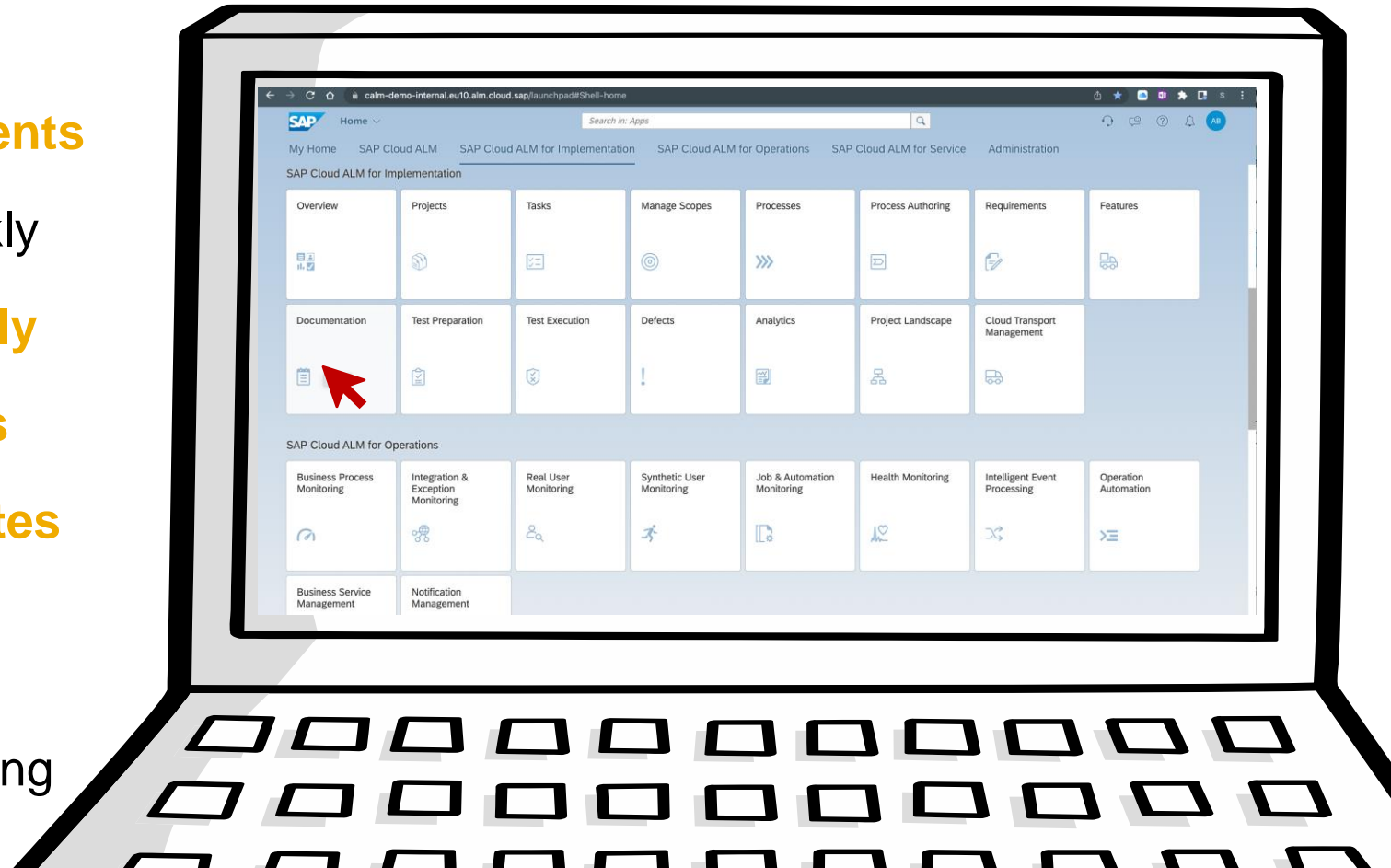
Solution Documentation



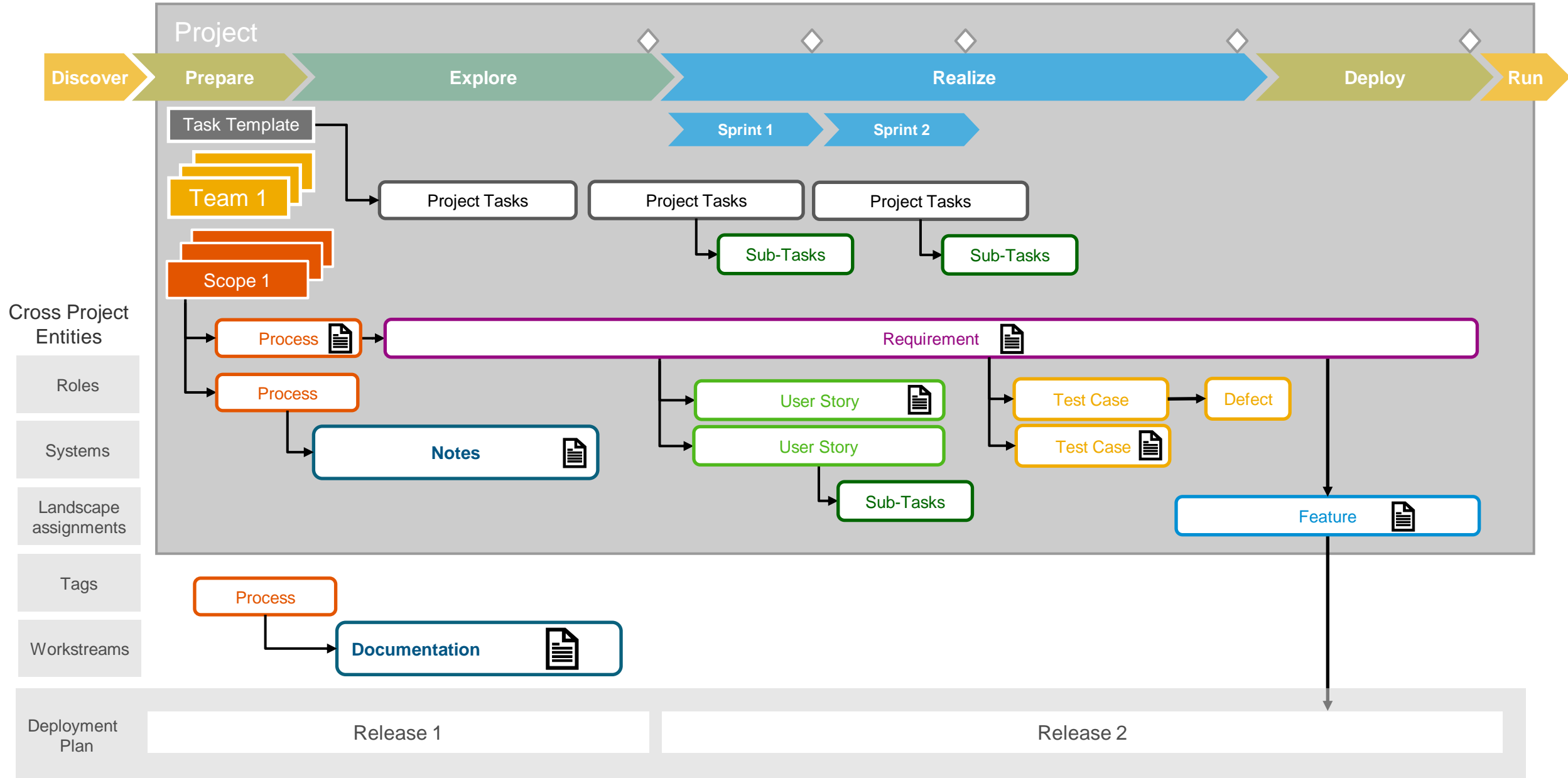
Introduction

Objectives for solution documentation

- Easy approach to **create, manage and re-use documentation**
- Store and manage **external documents**
- **Find relevant documentation** quickly
- Work on documentation **collaborately**
- **Track** documentation **completeness**
- Define document **types and templates**
- **Import** pre-delivered documentation
- **Export** solution documentation for compliance, scope freeze or versioning reasons



Introduction – Solution Documentation across SAP Cloud ALM



New Features for „Notes“



New Features for Notes

Add References

It is now possible to add **References** to **Notes**

This enables the **relation to external documents** into SAP Cloud ALM

References are also **included in Excel Download**

The image displays two overlapping screenshots of the SAP Cloud ALM interface. The top screenshot shows the 'Notes Overview' on the left and the 'DDA Report File' note details on the right. The 'References' tab is active, showing a list of references. The bottom screenshot shows the same interface but with the 'References' list expanded, showing a reference to 'DDA Report Excel' with a link icon and a URL. A yellow arrow points from the 'References (1)' tab in the top screenshot to the reference entry in the bottom screenshot.

Notes Overview

Search: [Search] Project: 3SL DEMO PROJECT - SI...
Scope: [Scope] Solution Process: [Solution Process]
Adapt Filters

Notes (1)

- DDA Report File
Scope: FINANCE S4H
Solution Process:

DDA Report File

Project: 3SL DEMO PROJECT - SINJE01
Scope: FINANCE S4H

Header Description Relations **References (1)**

Title: *
DDA Report File

Description

B I U Paragraph Verdana 12 pt

This report is the result of the Digital Discovery Assessment Report done in the Prepare phase of the Project.
It lists all scope items which were selected for the scoping in SAP Cloud ALM.
Owner: Sinje Seidler
Date: 28.09.2022

References (1)

- DDA Report Excel [Link Icon] [URL]

Save Cancel

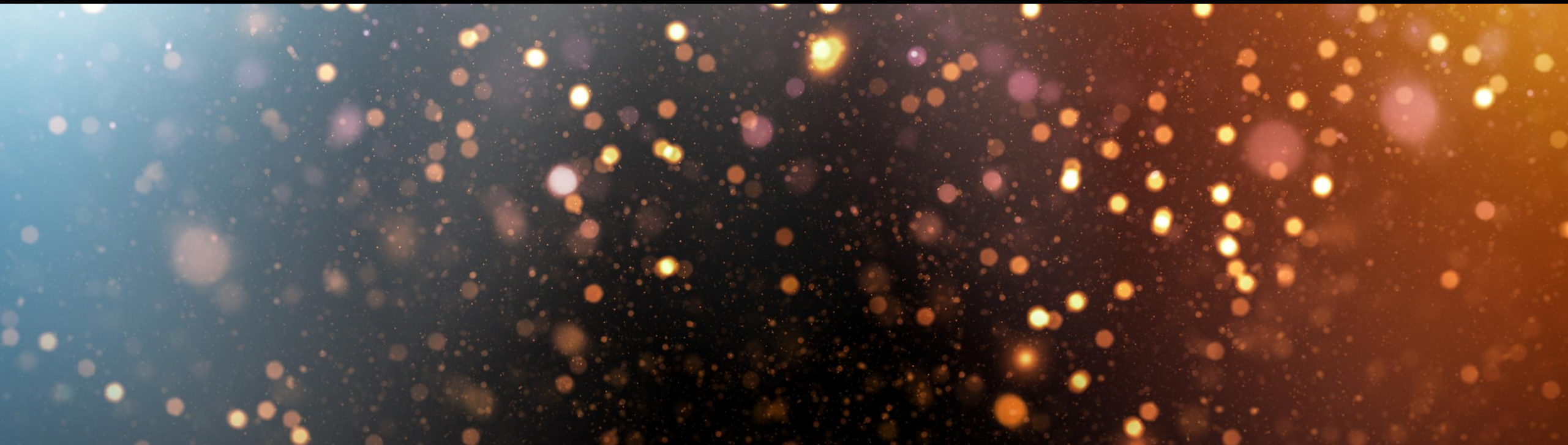
New Features for Notes

Tagging

Tags can be used to categorize Notes

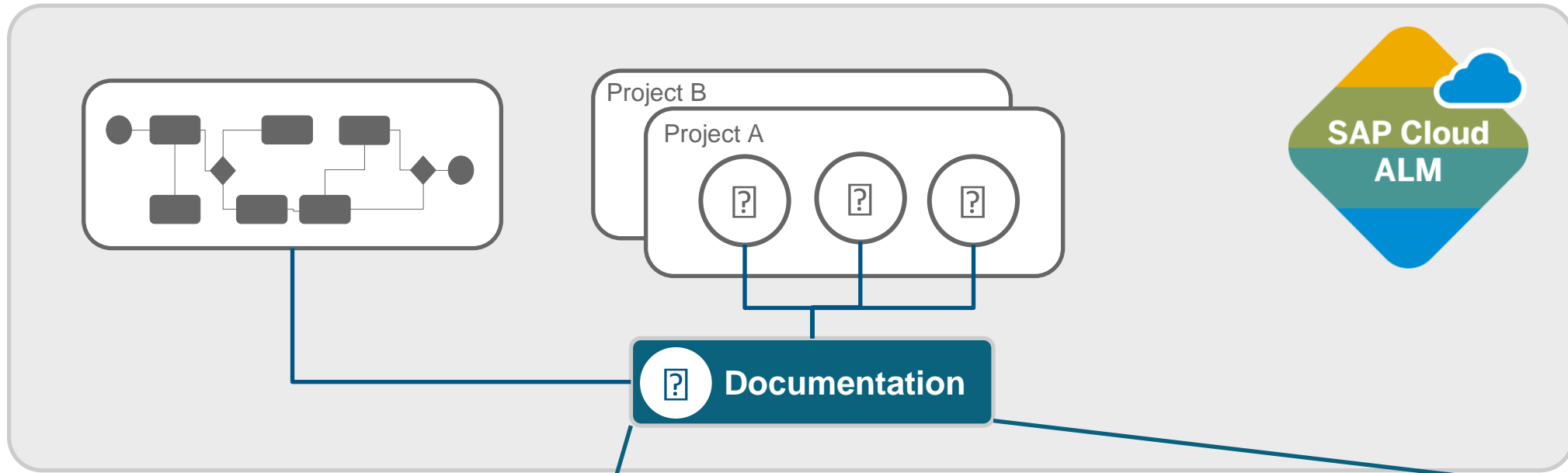
The screenshot displays the SAP Notes application interface. The main window shows a note titled '*Organisational Structure' with the project 'Acron Heating Inc.' and scope 'Plant Berlin'. The 'Tags' section is active, showing a dropdown menu with 'GENERAL SETTING' selected. A yellow arrow points from the 'GENERAL SETTING' tag in the dropdown to a 'Create New Tag' dialog box. The dialog box asks 'Do you want to create a new tag?' and has 'GENERAL SETTING' entered in the input field. The dialog box has 'Create and Save' and 'Cancel' buttons.

Solution Documentation in SAP Cloud ALM



Solution Documentation in SAP Cloud ALM

Extended Features for Documentation

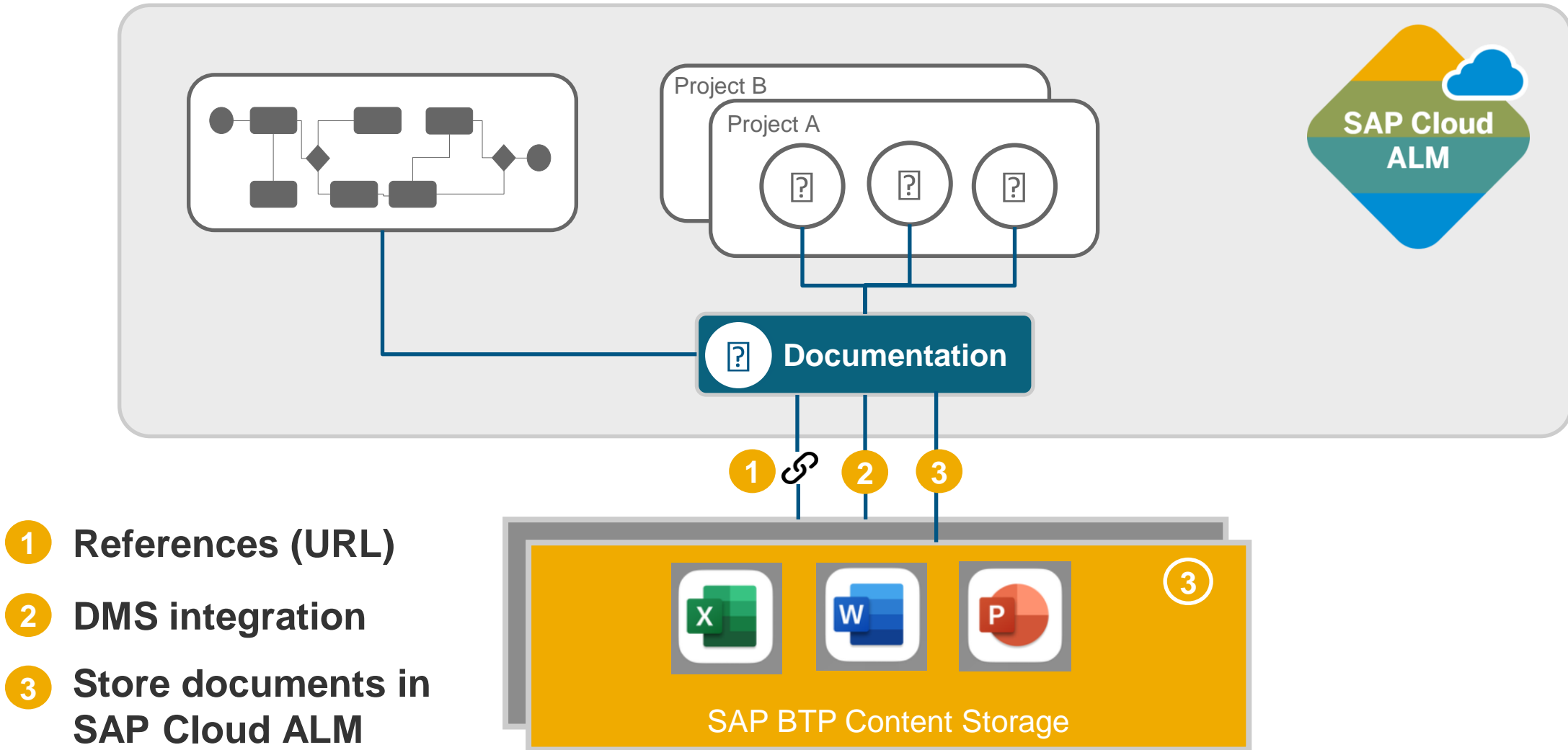


SAP Cloud ALM as the
Central Source of Truth
for your **Solution**
Documentation

- History
- Export & Import
- Document Types
- Versioning & Status Management
- Analytics
- Template Builder
- Versioning
- Collaboration

Solution Documentation in SAP Cloud ALM

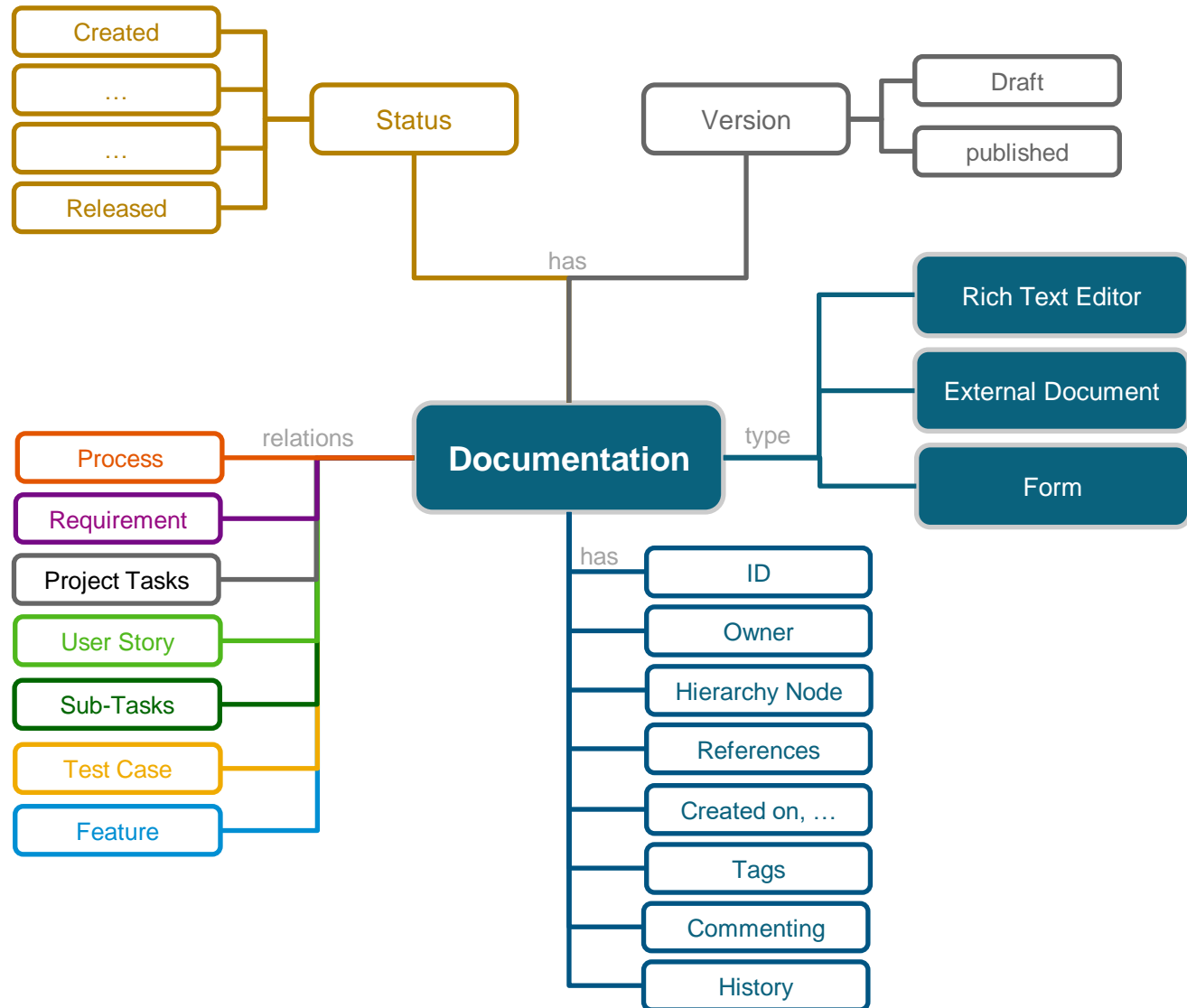
Integration into External DMS



- 1 References (URL)
- 2 DMS integration
- 3 Store documents in SAP Cloud ALM

Solution Documentation in SAP Cloud ALM

NEW Documentation Object

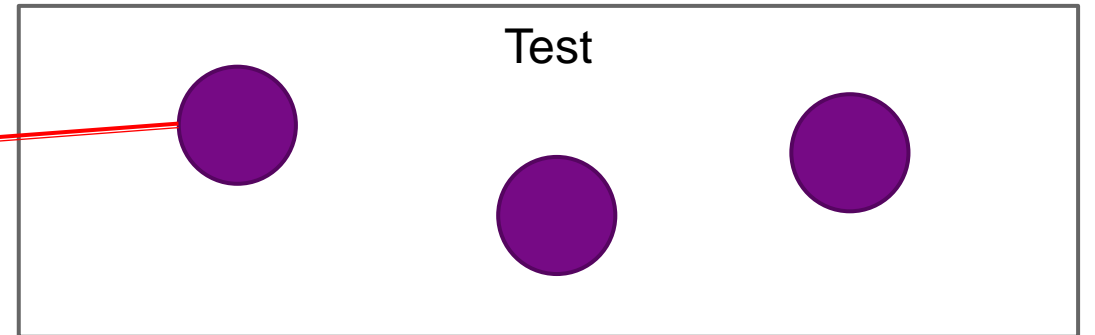
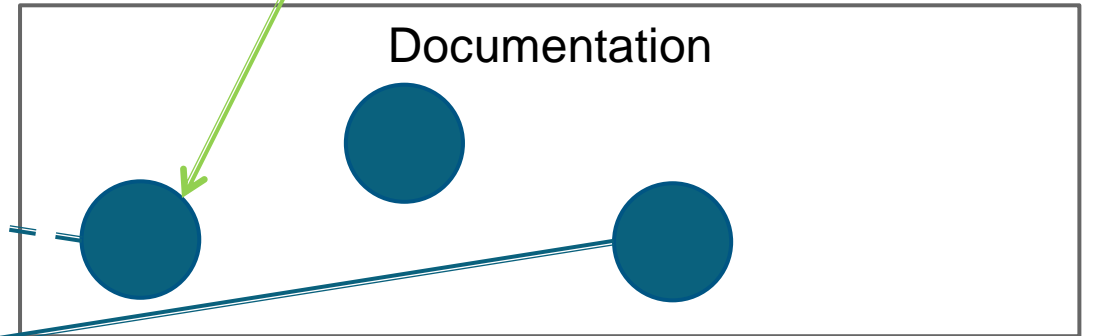
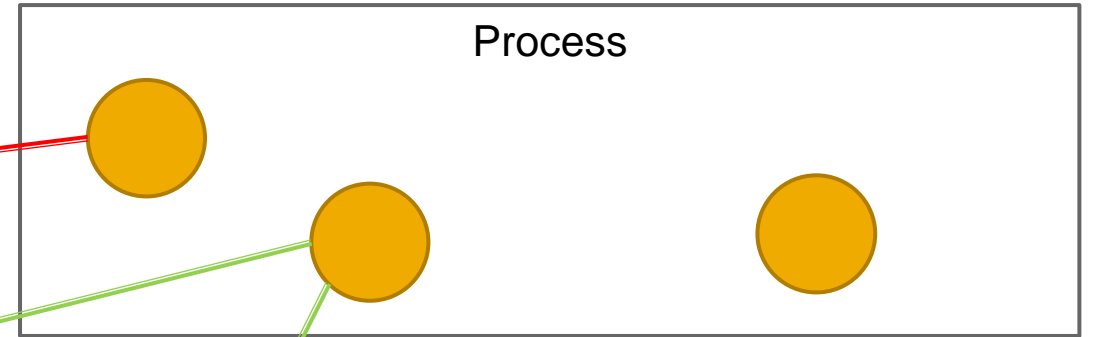
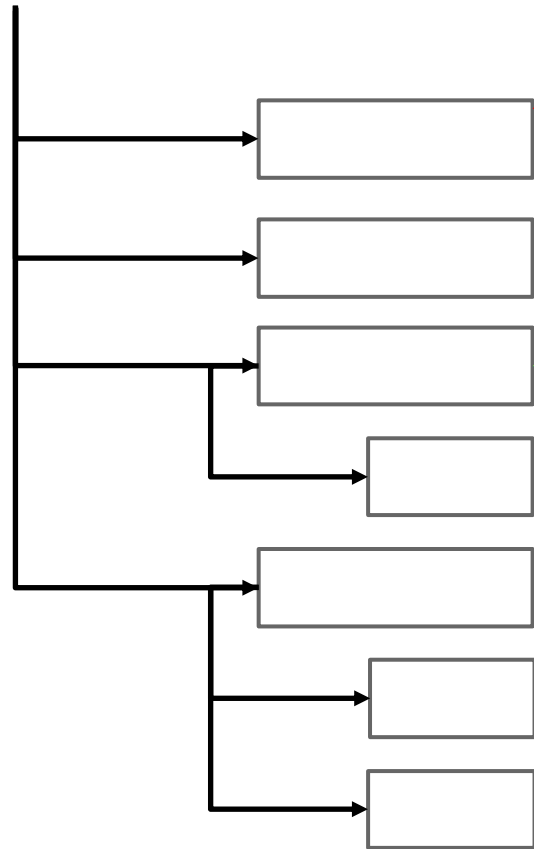


From **Notes** to **Documentation** Object

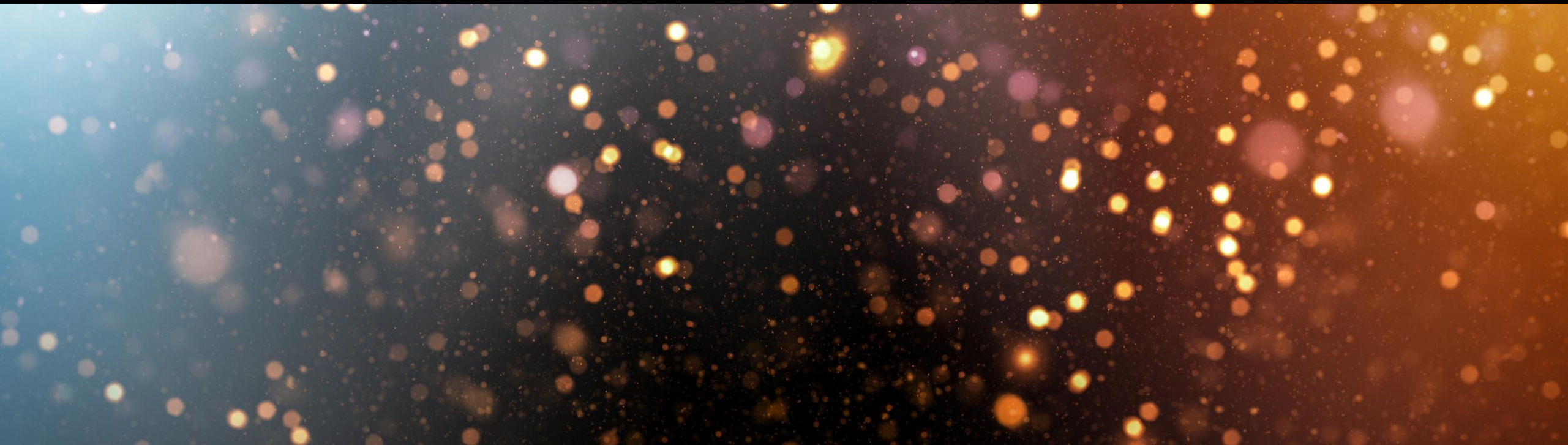
Solution Documentation in SAP Cloud ALM

Documentation in Process Hierarchy

Process
Hierarchy

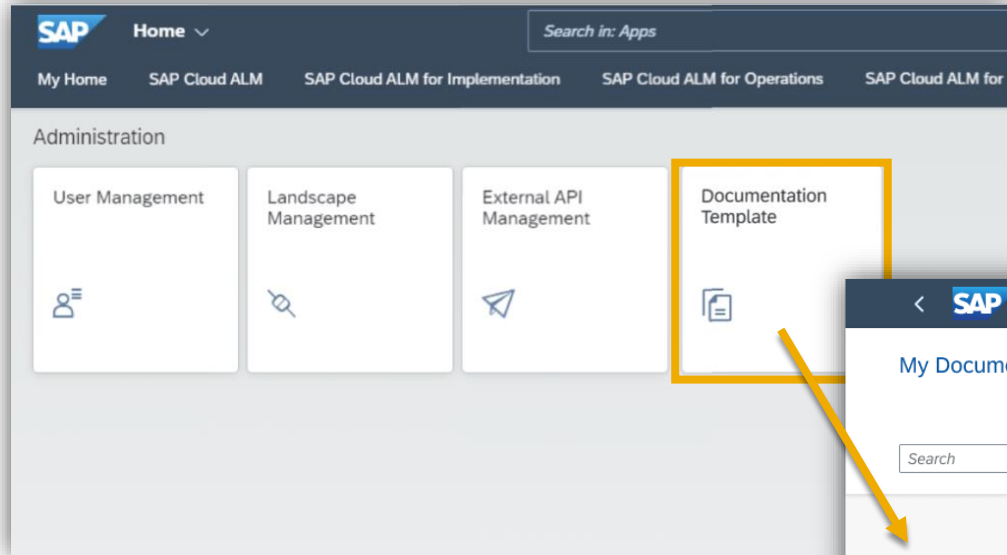
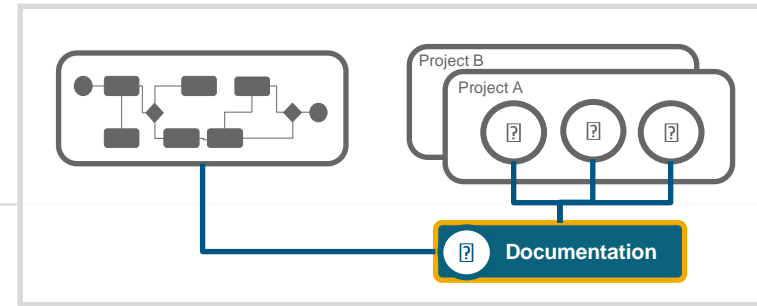


Pre-view on Solution Documentation



Pre-View on Solution Documentation

Create Documentation Templates



The screenshot shows the 'Documentation Templates' page in SAP. It features a search bar and several filter dropdowns: Project (Acron Heating 3SL), Status, Last Changed, Owner (Sinje Seidler), and Type. Below the filters is a table of documents:

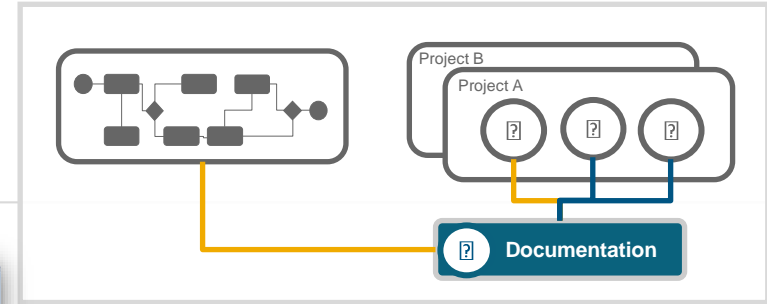
<input type="checkbox"/>	Title	Status	Last Changed	Owner
<input type="checkbox"/>	Project Document 3-62577	In Progress	Aug 9, 2022, 1:30 PM Sinje Seidler	Sinje Seidler
<input type="checkbox"/>	Technical Design 3-62579	In Progress	Aug 10, 2022, 1:30 PM Sinje Seidler	Sinje Seidler

A 'Create' dropdown menu is open on the right, with options for Document, Text, and Form. A red arrow points to the 'Form' option. A red banner at the bottom right of the page reads 'Lab Preview'.

Create your own
**Documentation
Templates**

Pre-View on Solution Documentation

Create new Documentation objects



Search in: Apps

Custom Fields for cost and profit center (J58)

Requirement

Assignee: Agatha Bauer | Approval: Approved | Requirement Status: In Realization | Priority: High

Planned Completion Date: Jun 30, 2022

Description | User Stories (1) | Project Tasks (1) | Features (0) | Test Cases (0) | References (0) | Additional Information

Business Need
it should be possible to define own fields for data maintenance of cost and profit center level. this information should appear on all reports.

Estimated Effort
3 man days
business to validate requirement

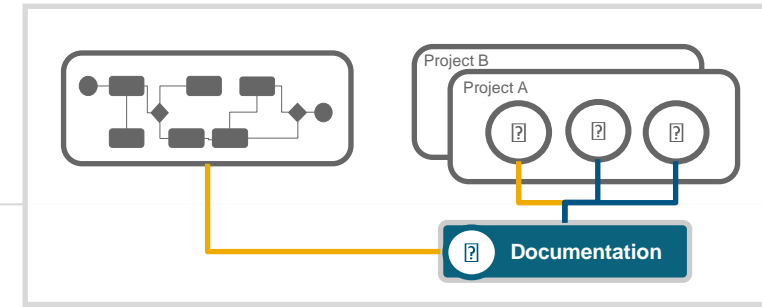
Proposed Solution
solution adoption:
• option to add custom filed
• should be limited to specific roles
• reporting needs to be adjusted to show custom fields

Start your solution documentation based on pre-defined **Documentation Templates** within the requirement

Lab Preview

Pre-View on Solution Documentation

Documentation related to requirement and process



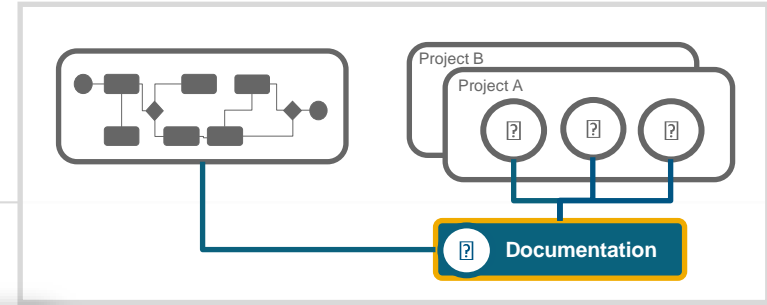
The screenshot shows the SAP S/4HANA interface. On the left, a requirement card titled 'Custom Fields for cost and profit center (J58)' is highlighted with a yellow box. This requirement is linked to a process card 'Accounting and Financial Close (J58)'. The process card shows a 'Solution Process Flow' diagram with steps like 'Manage Chart of Accounts', 'Manage GL Account Master Data', 'Define Financial Statement Version', and 'Synchronize GL Account Master Data'. On the right, a sidebar shows the 'Documents' section, which contains a document titled 'Docu for J58 - 01 - Accounting and Financial Close'. A yellow arrow points from the requirement card to the document in the sidebar.

Documentation is now **linked to requirement** and subsequent tasks (user story, Sub task) and **inherits the relation to process and hierarchy.**

Lab Preview

Pre-View on Solution Documentation

My Documents App



SAP Solution Documentation

My Documents

Search [] Project: Acron Heating 3SL Status: [] Last Changed: [] Owner: Sinje Seidler Solution Process: [] Adapt Filters (1)

Documents (3) [Create] [Mass Edit] [Delete] [Sort] [Filter] [Download] [Refresh]

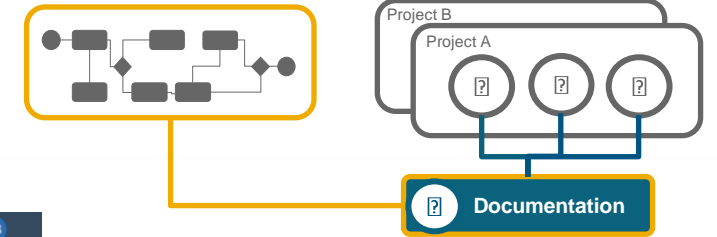
Title	Status	Last Changed	Owner	Solution Process	Star
<input type="checkbox"/> Project Document 3-62577 Tags: FuncSpec	Released	Aug 9, 2022, 1:30 PM Sinje Seidler	Sinje Seidler	J58 - 01 - Accounting and Financial Close	★
<input type="checkbox"/> Technical Design 3-62579 Tags: Technical Tech	Released	Aug 10, 2022, 1:30 PM Rina Royce	Sinje Seidler	J58 - 01 - Accounting and Financial Close	★
<input type="checkbox"/> Solution Design Document 3-62580 Tags: Design	In Progress	Aug 20, 2022, 1:30 PM Simba Doora	Sinje Seidler	J58 - 01 - Accounting and Financial Close	☆

Handle your Documentation within the new **My Documents** application

Lab Preview

Pre-View on Solution Documentation

Documentation in Solution Process Traceability



SAP Analytics

Search in: Apps

Solution Process Traceability

Project: Acron Heating 3SL

Scope: []

Solution Process: []

Solution Process Status: []

Requirement: []

User Story: []

Project Task: []

Test Preparation: []

Test Execution: []

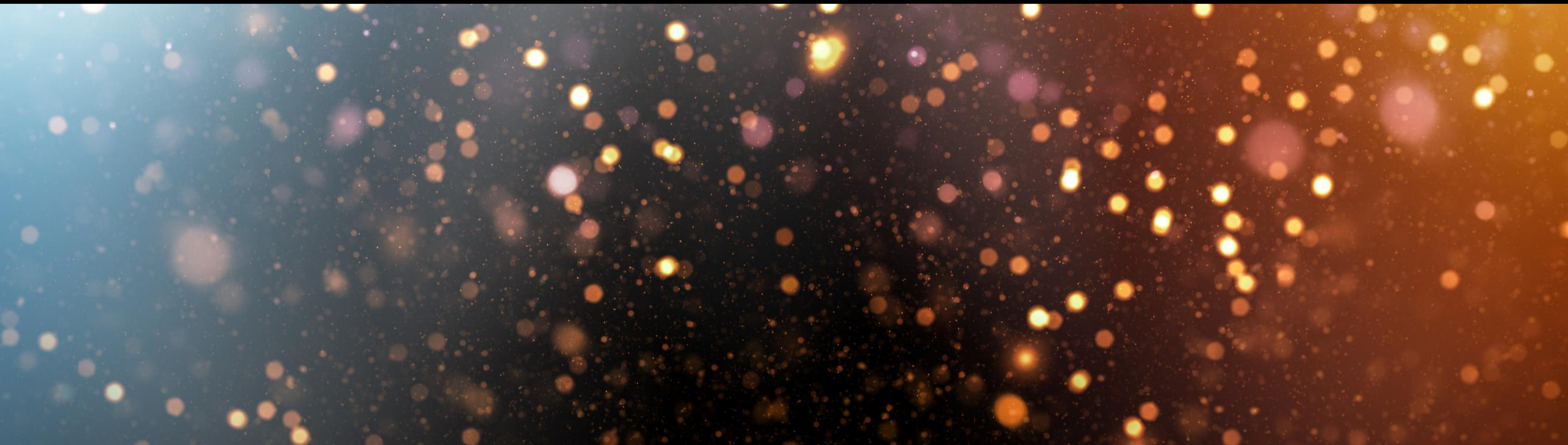
Adapt Filters (1)

Title	Solution Process Status	Requirement	User Story	Documents	Test Preparation	Test Execution
Accounting and Financial Close (J58) - Germany Finance S4H	Realization	5 2		1 2 2	2 11	2 2 2 5
Accelerated Customer Returns (BKP) Baseline	Design	6		1 2 2	1	1
Accelerated Customer Returns (BKP) - USA Finance S4H	Design	3 2	1		1 1	1
Accelerated Customer Returns (BKP) Finance S4H	Design	2		1 2 2		
Accounts Payable (J60) Baseline	Realization	2				
Accelerated Customer Returns (BKP) - Germany Logistic S4H	Design	1			1	1
Accounting and Financial Close - Group Ledger IFRS (1GA) - India Finance S4H	Design	1				
Accounts Payable (J60) - Australia Manufacturing S4H	Design	1				
Accounts Payable (J60) - USA Finance S4H	Design	1			1 3	2 1
Hire-to-Retire Order-to-Cash S4H	Design	1				
Procurement of Direct Materials (J45) Finance S4H	Design	1				
Procurement of Direct Materials (J45) - USA Finance S4H	Realization	1				
Selling with SI4H & ARIBA Finance S4H	Design	1				
1.01 SAP Ariba Supplier Lifecycle Performance Management						

Make sure
required
documentation
is completed in
the **Process or**
Requirement
Traceability

Lab Preview

Roadmap for Solution Documentation in SAP Cloud ALM



Roadmap for Solution Documentation in SAP Cloud ALM

2022

Extension of “Notes”

- References
- Tagging

2023

From “Notes” to “Solution Documentation”

- Relations to other elements
- MS Sharepoint integration
- Versioning
- Documentation Types
- Ex- and Import
- Analytics

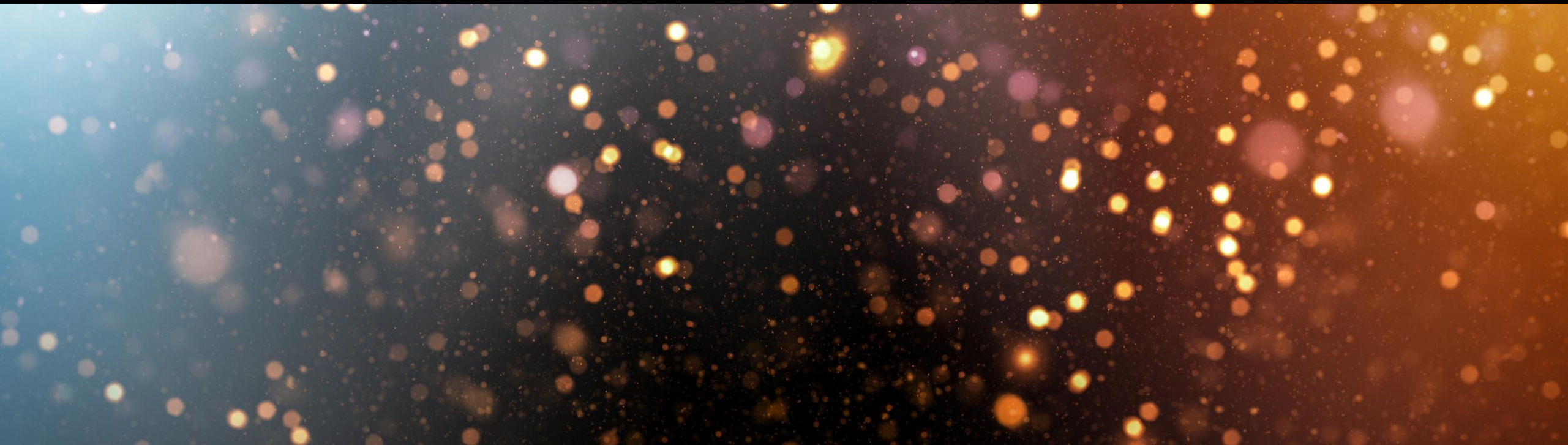
2024 +

Advanced Solution Documentation

- Documentation Template Builder
- Workflows
- Collaboration
- Blueprint Reporting
- Digital Signature

Lab Preview

Poll



We ask, you answer!

Go to www.menti.com

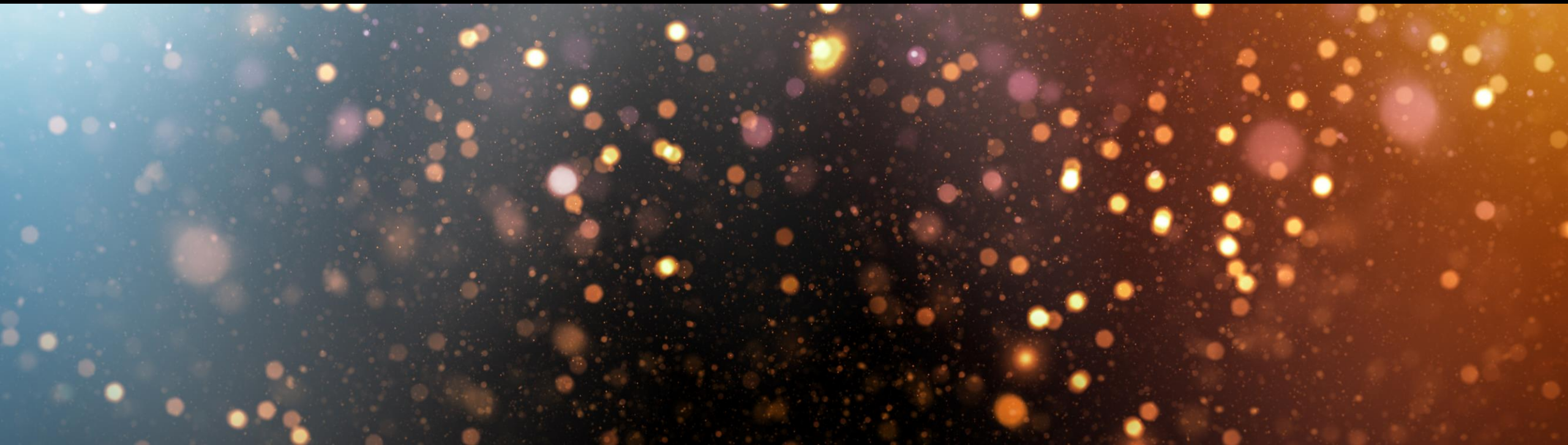
Enter code **5826 5817**

or use the QR code

<https://www.menti.com/al29uerbckpp>



Additional Information



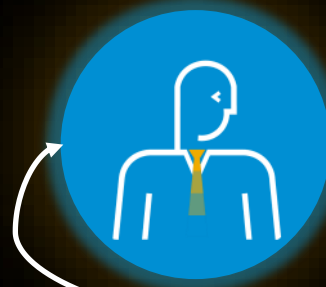
Be a part of SAP Community Call for SAP Cloud ALM Experts



Tonja Kehrer



Megha Nagar



This could be you



Michael Buse



Tim Steuer

Upcoming Events: Save the date!

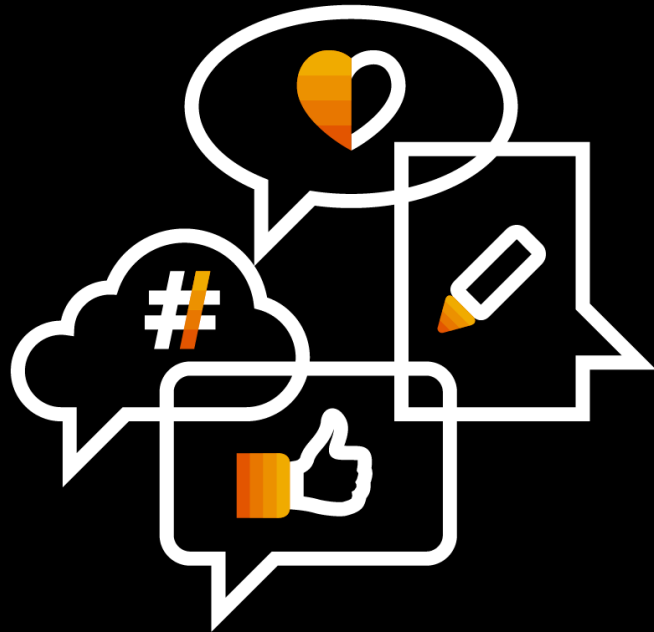
SAP Cloud ALM What's New Quarterly Update:

- **November 30 & December 1** ([register](#))



Find all ALM Events here:
<https://support.sap.com/alm-events>

Join us on SAP Community!



Follow the tag [SAP Cloud ALM](#) on SAP Community

Engage with the best and brightest of the software industry

Learn from **blog posts** and **questions and answers**

We will be back!

The next SAP Community Call for SAP Cloud ALM Experts will take place on

December 7th, 4pm CET | 10am EST

The focus topic of this call will be: **Operations**

All registered participants will receive an e-mail invite for this call.

Q&A



Thank you.

Contact information:

Tonja Kehrer

cloudalm@sap.com