

SAP BUSINESS TECHNOLOGY PLATFORM | EXTERNAL

End User Guide

Treasury Payment Request Creation Approval using SAP Build Process Automation or SAP Workflow Management

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Overview

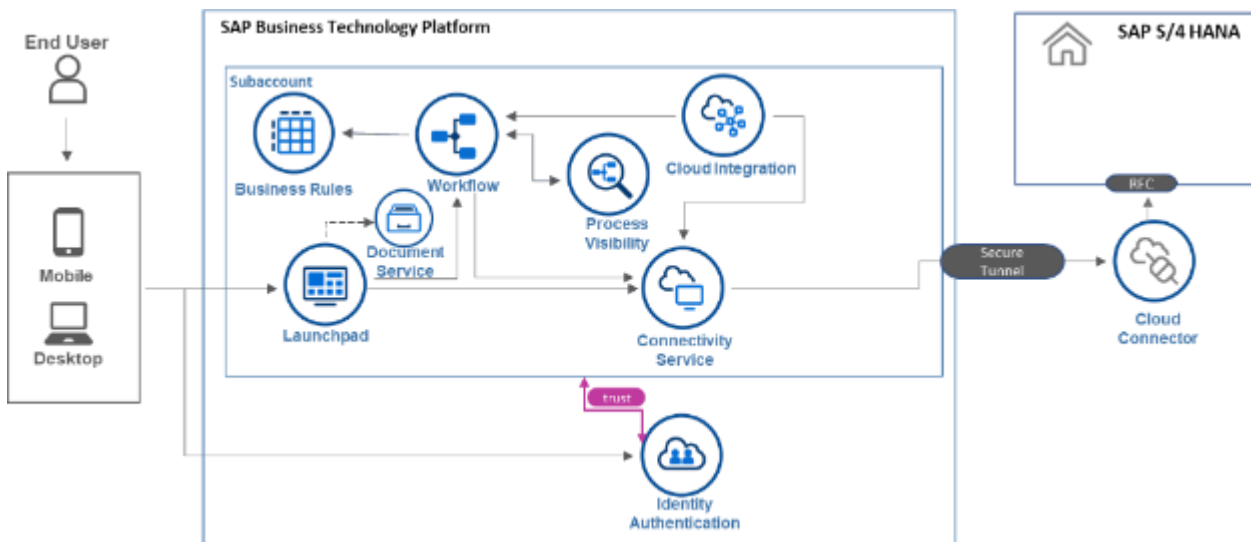
This document provides information about setting up the SAP Business Technology Platform account to consume the workflow content package Treasury Payment Request Creation Approval. The main audience of this document are technical IT/system administrators.

The use case deals with scenario where payments in case of treasury system or Product types are involved. In general SAP creates individual flows and individual payment request for each flow for a Money market instrument. Once the payment request generated, the request is taken to the workflow on BTP, and posted back to SAP S/4HANA after the relevant approvals are made

Features

- Plug and Play with SAP S/4HANA without additional development.
- New Process variants can be configured in a no-code approach.
- Agent/approver determination using Business Rules or external service.
- Pre-built integration content to call SAP S/4HANA from SAP Workflow Management or SAP Build Process Automation.
- Out-of-the-box visibility into key process performance indicators.

Solution Diagram



User Interface

My Inbox Task

Once data is submitted by the requestor the Approval Workflow will begin. A mail notification along with work item will be sent to Approver to validate & post data entered by Requestor.

“My Inbox” application enables line of business users to claim and complete their task. Please go through [SAP My Inbox documentation](#) for more details.

Approval UI

First Level Approver

The Treasury Specialist can make one of the following decisions:

1. Approve – To send the item to the next level of approver.
2. Reject – To reject the request.

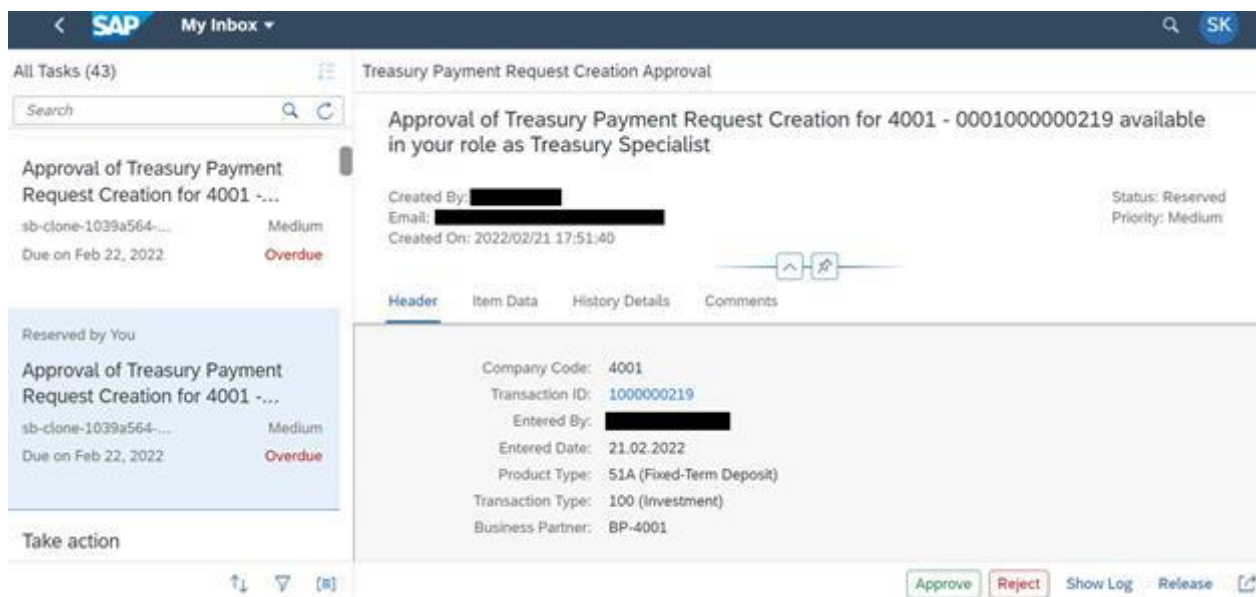


Fig 1 – Header Information

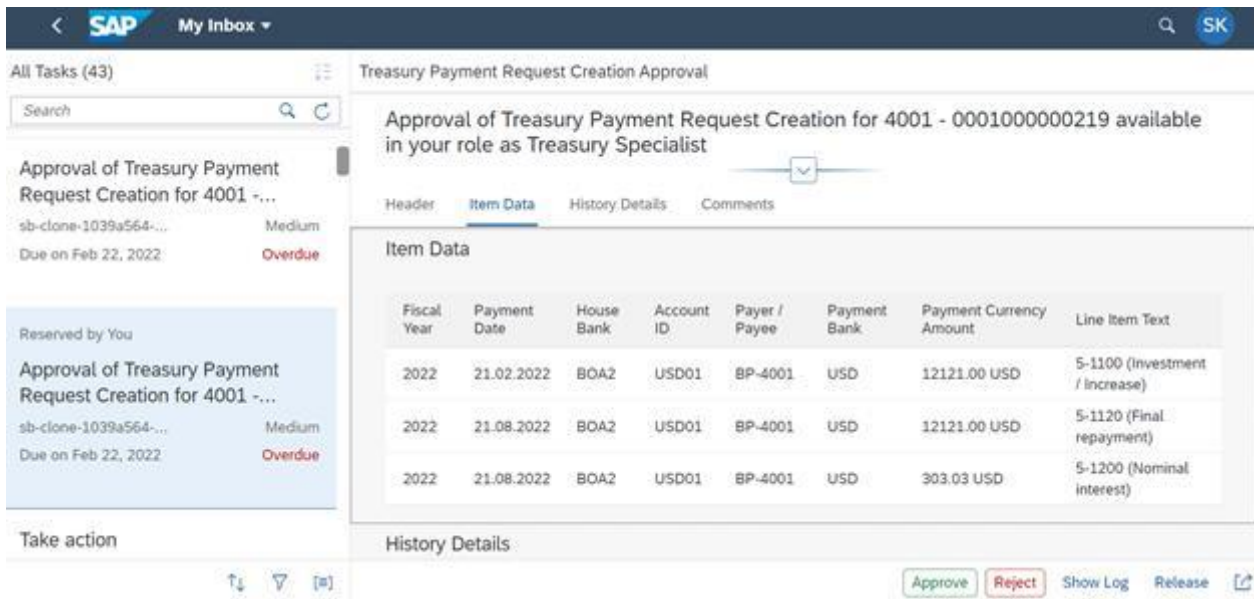


Fig 2 – Item Details

Second Level Approver

The Treasury Manager can make one of the following decisions:

1. Approve – To approve the request and post the data into system.
2. Reject – To reject the request.

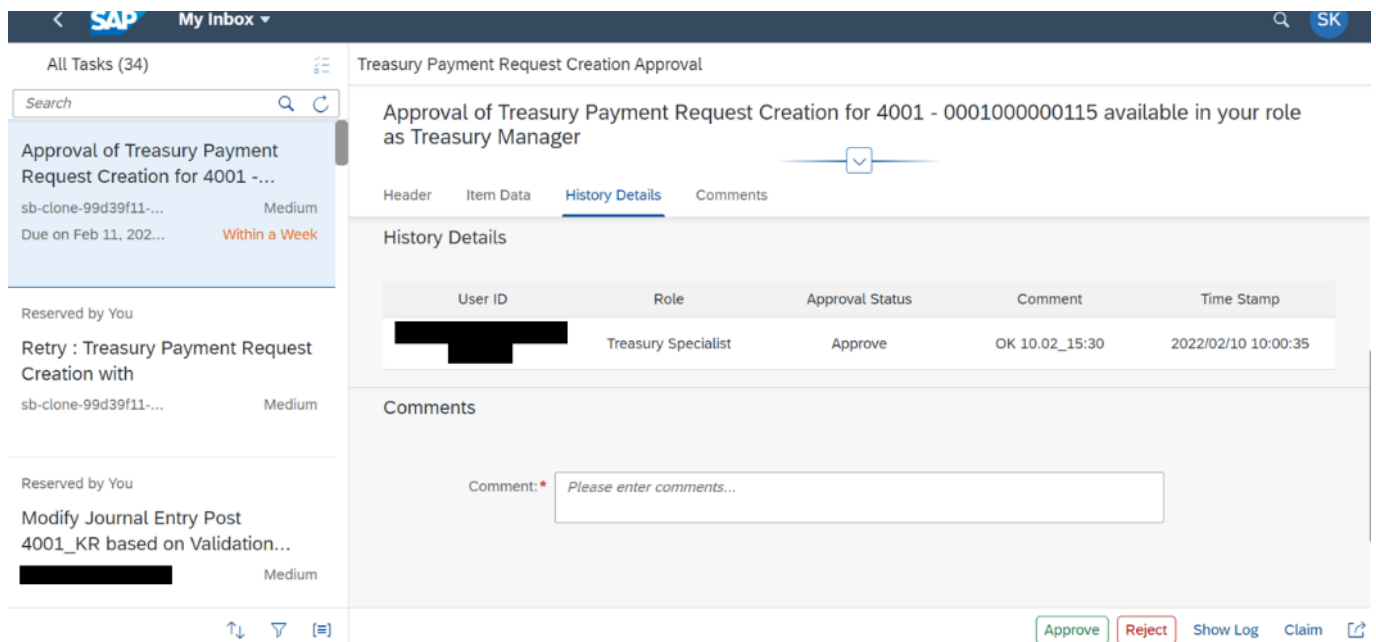


Fig 3 – Second Level Approver History Details & Comments

Note: Refer Fig 1 & 2 for Header & Items

Retry UI

If some backend error occurs while posting the document the Requestor will receive the task in 'My Inbox' with the 'Update Errors' section showing the error details.

The persona can make one of the following decisions:

1. Retry – To Retry posting the same data which failed.
2. Terminate - To terminate the workflow.

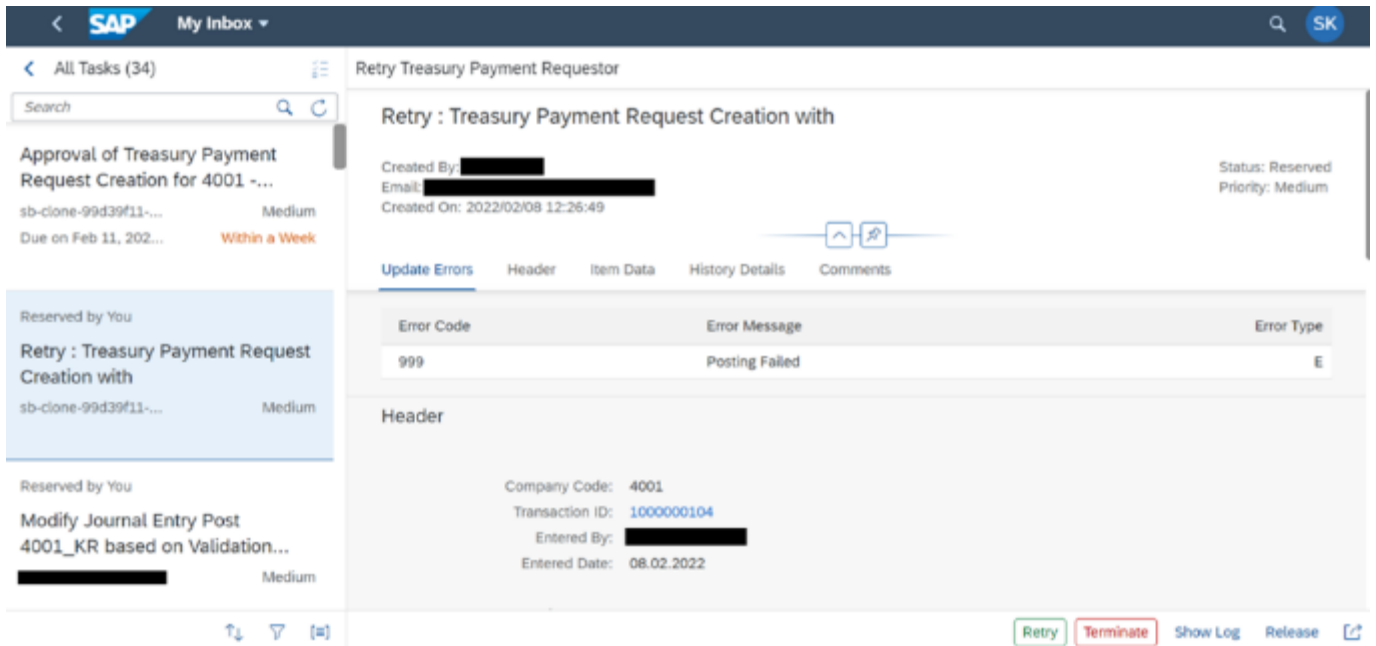


Fig 4 – Retry UI

Admin Task UI

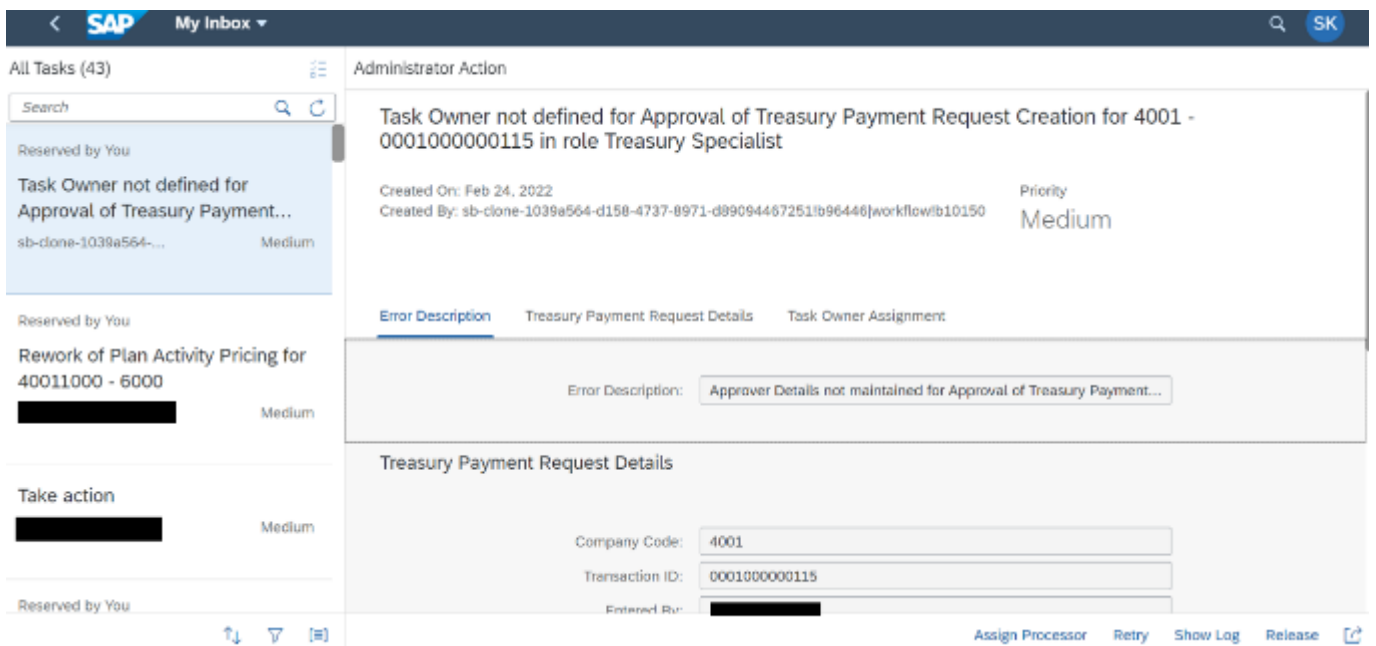


Fig 5A – Admin UI

SAP My Inbox

All Tasks (34)

Search

Reserved by You

Task Owner not defined for Approval of Treasury Payment Request Creation for 4001 - 0001000000115 in role Treasury Manager Medium

Reserved by You

Retry : Treasury Payment Request Creation with sb-clone-99d39f11-... Medium

Reserved by You

Modify Journal Entry Post 4001_KR based on Validation... Medium

Take action

Administrator Action

Task Owner not defined for Approval of Treasury Payment Request Creation for 4001 - 0001000000115 in role Treasury Manager

Error Description Treasury Payment Request Details Task Owner Assignment

Company Code: 4001

Transaction ID: 0001000000115

Transaction Category: 100

Product Category: 510

Product Type: SIA (Fixed-Term Deposit)

Business Partner: BP-4001

Task Owner Assignment

Role: Treasury Manager

Users:

Groups:

Emails:

Assign Processor Retry Show Log Release

Fig 5B – Admin UI

Process Visibility Workspace

Process Visibility capability in SAP Build Process Automation or SAP Workflow Management enables Process Owners and Process Operators to gain real time visibility on processes and key process performance indicators. It also enables customers gain out of the box process visibility into their deployed processes. Please refer [help documentation](#) for more details.

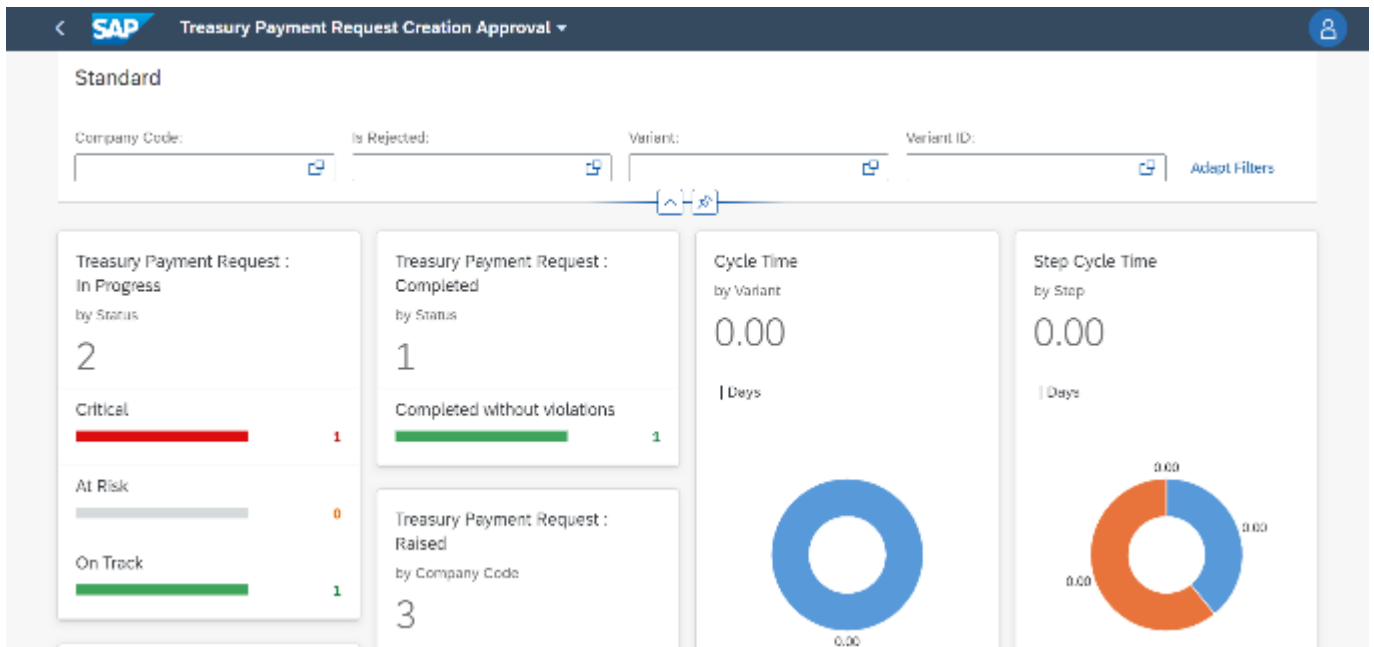
Treasury Payment Request Creation Approval process content package provide out of the box visibility on all the process variants in SAP Build Process Automation or SAP Workflow Management. Line of business expert will be able to enhance the visibility scenario to their requirements.

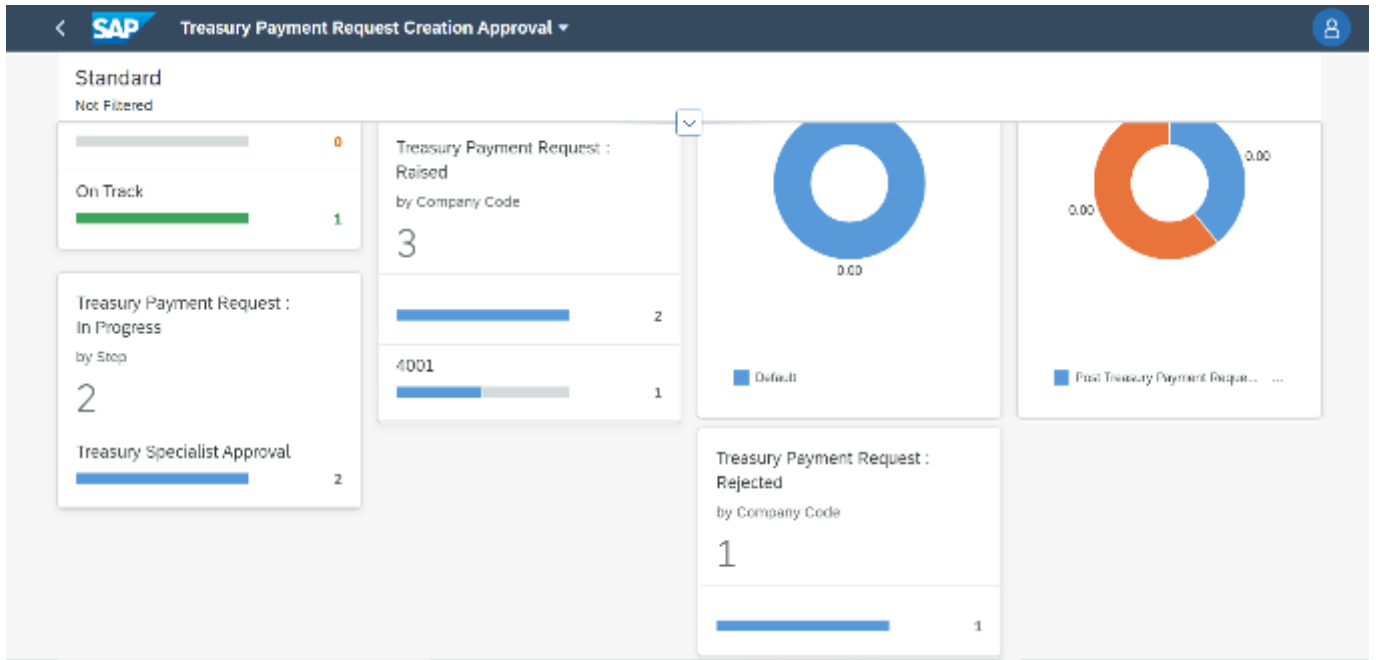
Access Process Workspace with SAP Build Process Automation

1. The administrator would have added a tile in the central Fiori Launchpad that corresponds to the scenario “Treasury Payment Request Creation Approval”. For more information on how to add scenario-specific tiles, refer to the [help documentation](#).
2. Click the scenario-specific tile in the Fiori Launchpad.
3. User will see the below detailed process visibility dashboard.

Access Process Workspace with SAP Workflow Management

1. Go to Process Flexibility Cockpit
2. Select **Treasury Payment Request Creation Approval** tile
3. Click Live Process Insights – Treasury Payment Request Creation Approval
4. User will get the following screens





Please go through [help documentation](#) on how to access process workspace.