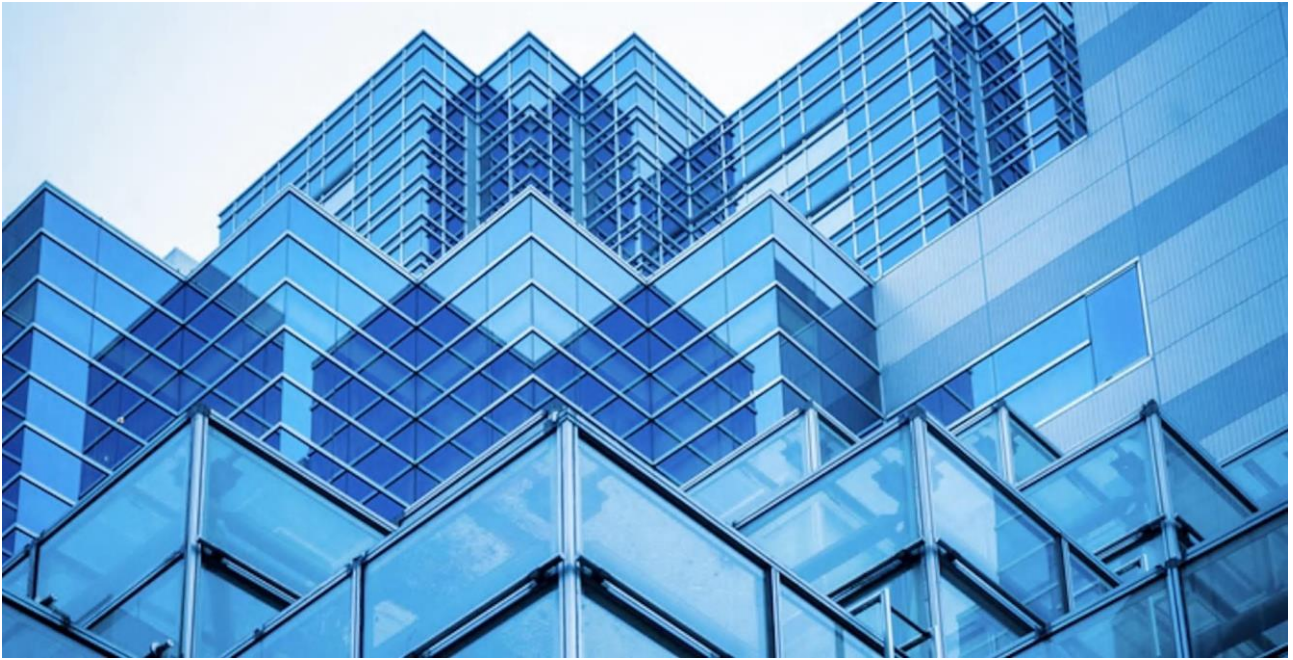




PUBLIC

SAP Build Process Automation **Creation of Supplier Invoice by Reference Invoice**

Configuration & User Guide

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Change Log

Version	Date	Description
1.0.0	December 11 th , 2023	Document created

This document contains 3 sections. Each section covers different information about this template content package.

1. Overview: In this section, you will get a quick overview of the use case, what are high-level components used and how the template works in a nutshell. Prerequisite section provides information of different services of SAP Business Technology Platform that are required to use this template.
2. Configuration Guide: It contains sections which will guide you to setup your
(a) SAP Business Technology Platform (BTP) Account with destination.
(b) Import and configure the template using SAP Build Process Automation design studio.
3. User Guide: This section provides details about different artefacts that are used in this template like process definition, automations, forms, email notifications etc. to better understand how different capabilities are used in this template.

Note:

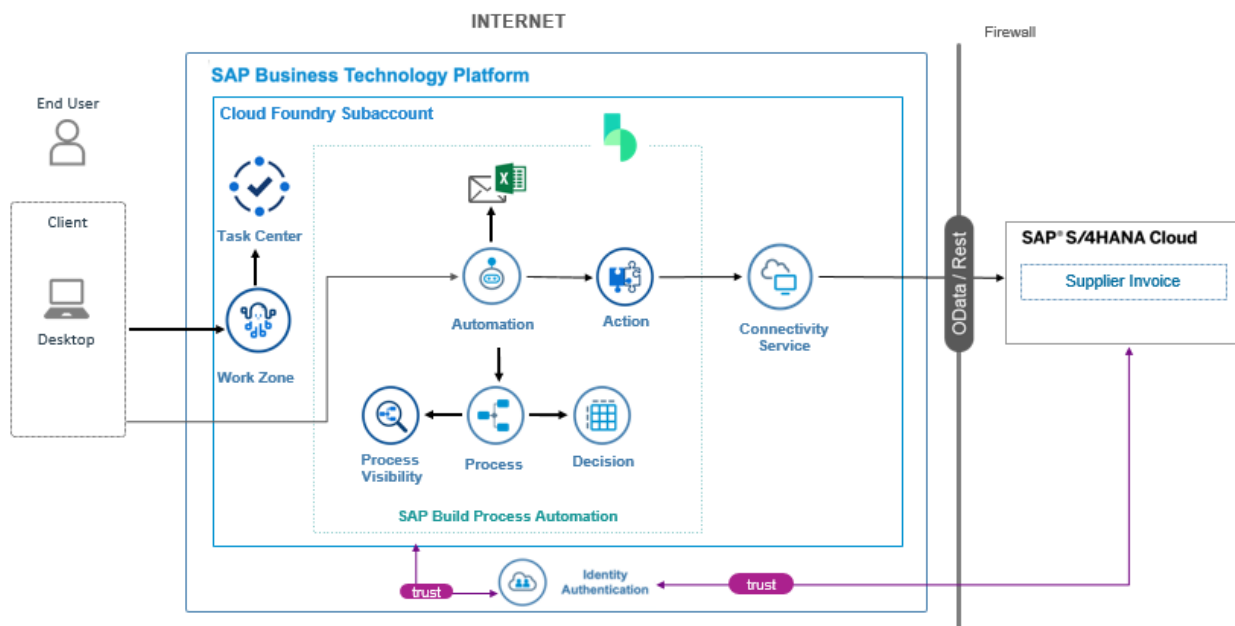
- This documentation is not a detailed guide to setup SAP Business Technology Platform services. It assumes that IT admin who is setting the content is skilled with SAP Business Technology Platform environment. The Configuration section must be mandatorily followed to import and configure the template.
- This template content is to accelerate your solution development. You must modify this template according to your requirements to achieve the desired business goal. To use this template content, you need to have basic knowledge and understanding of SAP Build Process Automation, SAP Integration Suite, and its capabilities.

Overview

The "**Creation of Supplier Invoice by Reference Invoice**" process streamlines and automates the process of supplier invoice creation with variable amount by monthly / weekly reference invoice through SAP Build Process Automation within S/4HANA public cloud system.

It does so by downloading the excel attachments from outlook, extracting the necessary data from an Excel file, and utilizing relevant APIs to create supplier invoice using the reference invoice details. Upon successful completion of the process a new supplier invoice is created with all the details of the reference invoice with varied amount specified in the excel document. This end-to-end process not only reduces manual data entry and processing but also enhances the speed and efficiency of supplier invoice creation.

Solution Diagram:



The following steps are included as a part of Creation of Supplier Invoice by Reference Invoice template:

- The template uses below API:
 - **Supplier invoice API**
 - **GET Method:**
/A_SupplierInvoice(SupplierInvoice='{SupplierInvoice}',FiscalYear='{FiscalYear}')
This API is used to retrieve the invoice details with the input paraments like SupplierInvoice and FiscalYear.
 - **POST Method: /A_SupplierInvoice**
This API is used to create the new invoice.
- More information can be found in [/API_SUPPLIERINVOICE_PROCESS_SRV/overview](#)
- This template works only for creating a supplier invoice with reference invoice.
 - If reference invoice has purchase order available, then new invoice will be created with the purchase order details provided.
More information can be found in [SAP S/4HANA CLOUD|Supplier invoice with PO](#)
 - If no purchase order, then new invoice will be created for G/L Account.
More information can be found in [SAP S/4HANA CLOUD|Supplier invoice W/O PO](#)
 - Parked invoices are created with header and reference data.
More information can be found in [SAP S/4HANA CLOUD|Park Supplier Invoice](#)
 - **Start Process:** This process will be scheduled to run the whole process automatically in unattended mode, no actions required from the end user to start the process.
 - **Read operation:** This automation downloads the excel attachments from outlook inbox with the subject “**Invoice creation by reference Invoice**” into predefined folder. Then reads reference invoice number from excel to get the details of the invoice.
 - **Fetch operation:** This automation fetches the invoice details of the reference invoice from S/4HANA cloud using API.
 - **Reminder Notification:** Email notification is sent to the approver for review and approval.
 - **Mail Task:**
 - A supplier invoice approval request task is generated and sent to the designated manager's SAP Build Process Automation Inbox.
 - The designated approver reviews the supplier invoice details.
 - The approver has the option to decide Approve/Reject/Park.
 - Based on the Manager's decision corresponding action is triggered.
 - If “**Approve**” is chosen, invoice is created in S/4HANA cloud and posted.
 - If “**Park**” is chosen, invoice is created in S/4HANA cloud and parked.
 - If “**Reject**” is chosen, invoice is not created and same is notified to the corresponding stakeholder.
 - Email Notification will be sent to requestor/stakeholder upon:
 - Successful invoice creation with new supplier invoice number and approvers comments.
 - Rejection by the approver with comments.
 - Any errors occur during the process execution.

This structured process ensures that the process moves through an efficient and automated workflow. This reduce the issues in repeated Invoices, resulting in better payment process & cash flow and improves overall efficiency and throughput of S/4HANA invoice posting process.

Prerequisites

The following SAP Business Technology Platform services are required to consume the content package of Creation of Supplier Invoice by Reference Invoice in S/4HANA:

- SAP Build Process Automation to orchestrate the process.
- SAP Cloud Identity Services - Identity Authentication (Optional)
- SAP Connectivity service to establish access to SAP S/4HANA, Public Edition
- SAP Business Technology Platform, Cloud Foundry runtime
- SAP Work Zone, standard or advanced edition for accessing My Inbox and Process Visibility workspaces.

Other Prerequisites

For this template to run successfully the following other prerequisites are needed:

- SAP Desktop Agent 3.22.45 or higher
- Outlook mailbox configured on the system where the automations will run to send mails with attachments.

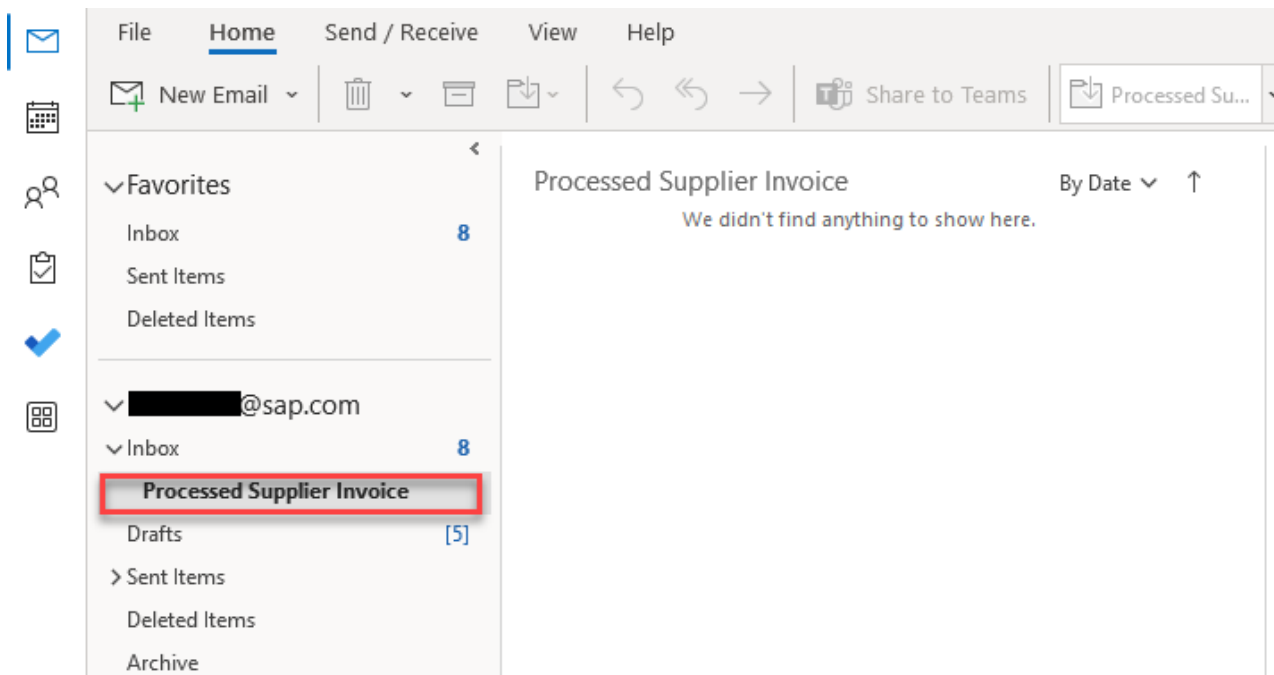
Note:

- This package is designed only to work with the provided input template file structures. **DO NOT CHANGE** any column properties and structure.
- If any changes done in the input template structure, related process & automation implementation also need to be updated to handle those changes.

	A	B	C	D	E	F	G
1	Reference Invoice Details with variable Gross Amount			INSTRUCTIONS <ul style="list-style-type: none">• This excel template is to create new supplier invoice with variable Gross amount by reference invoice.• Rows 1 and 2 should not be changed.• Columns from A to E are mandatory and needs to be filled. Any field left blank, that row of record will not be processed.• Columns F and G are to be filled if the reference invoice is with Purchase order			
2	Reference Inv (Supplier)	Line item	Fiscal Year of Reference invoice	Gross Invoice Amount	Currency	Purchase Order	Purchase order Line
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

Ref_Invoice

- The process will download predefined Input template excel file from the outlook inbox.
- You can decide the folder where the downloaded input template should be saved and configure the same in the process.
- Create a folder in outlook inbox named “**Processed Supplier Invoice**”. The processed mails will be moved to this folder once input excel files are downloaded.



Process Flow

1) Scheduled Automation Trigger

The Bot is scheduled to automatically run without human intervention. This ensures that it consistently checks emails and creates new invoices.

2) Fetch Invoice Details

The automation searches outlook emails with subject "Invoice creation by reference Invoice" and saves the attached input excel file from the email to specific folder. This excel file contains the reference supplier invoice details.

3) Iterating Through Invoices and Create Invoices

For each reference supplier invoices, the automation initiates another sub-process named "**Supplier Invoice Approval and Creation**" process which performs all the steps required to complete the supplier invoice approval and creation process.

a) Retrieve Supplier Invoice Details

- For the given reference supplier invoice, the **Fetch Invoice Details from SAP S/4HANA** automation retrieves invoice details that will be used to generate new invoice.

b) Determine Approver

- Approver is determined using the decision table based on the company code and invoicing party. This information is essential for the next step.

c) Send Mail Notification

- Reminder mail notification will be sent to approver with the email address retrieved from the previous step.

d) Sending Approval Request Task to Approver

- A form named "Invoice Details Approval Form" is sent to the determined approver.
- The form includes information about the new invoice that needs to be created, allowing the approver to approve or park or reject.

e) Approver's decision

- If the approver decides to “Approve” or “Park”, **Create Supplier Invoice** automation is executed to create new supplier invoice. If “Approve” is chosen, then new invoice is created and posted. If “Park” is chosen, then new supplier is created and parked.
- If the approver decides to “Reject”, Email notification is sent to the approver/stakeholder.

f) Notification

- After the approver’s decision the Bot sends confirmation notifications to approver.

g) Error Handling:

- If any of these steps fail or encounter issues, the process sends an error email to the requestor.

4) Saving Processed Mails and Input file

- Proceed emails will be moved to inbox folder named “Processed Supplier Invoice” in the outlook.
- Once the input file(s) have been processed from the folder, it is moved to the ‘**Processed**’ folder in the same folder path configured and renamed to ‘<FileName_TimeStamp>’. Processed folder will be created if not present already.

Configuration Guide

Creation of Supplier Invoice by Reference Invoice template requires SAP Build Process Automation subscription.

Follow the [setup and configuration section](#).

Setup SAP Business Technology Platform Cockpit

Destination Configuration

Configure SAP S/4HANA Cloud, public edition Destination

To access the S/4HANA system for read and update operations, an HTTP destination is required in the SAP BTP account where the SAP Build Process Automation is subscribed.

Create a destination with Basic Authentication.

Make sure the communication user has the appropriate communication strategy to edit supplier invoice assigned to it in the S/4HANA system.

Destination with Basic Authentication

Name	< Creation of Supplier Invoice by Reference Invoice Process>
Type	HTTP
Proxy Type	Internet
Authentication	Basic Authentication
URL	<S/4HANA-API_SUPPLIERINVOICE_PROCESS_SRV_endpoint> Example: https://<host>:<port>/sap/opu/odata/sap/API_SUPPLIERINVOICE_PROCES_SRV/
Username	<username> of the S/4HANA Communication User
Password	<Password> of the S/4HANA Communication User

Additional Properties to Destination

Additionally, add the following properties in the destination for cloud integration.

sap.applicationdevelopment.actions.enabled	true
sap.processautomation.enabled	true

Setup Communication

To run this template, you must have a communication user, create communication arrangements between the communication user and the following communication scenario, and assign those communication arrangements to a communication system.

Steps to Create Communication System and Communication Arrangement are available in below documentation links:

[How to Create Communication Systems | SAP Help Portal](#)

[How to Create a Communication Arrangement | SAP Help Portal](#)

[Configuration and Role Details for accessing "Communication Systems" application.](#)

[Configuration and Role Details for accessing "Communication Arrangements" application.](#)

Communication scenarios to be configured.

Communication Scenario	Related API
Supplier Invoice Integration (SAP_COM_0057)	Overview Supplier Invoice SAP Business Accelerator Hub

Configure SAP Build Process Automation Email Destination

Mail notifications are used in this template to send notifications to requestor at various stages of the process. Follow the instructions to set up mail destination in your SAP BTP Account.

Configuring destination, see [Configure a SMTP Mail Destination.](#)

For more information refer to [Create HTTP Destinations](#)

IMPORTANT NOTE: This template content is to accelerate your solution development. You can modify this template according to your own requirements to achieve your business goals. To use this template content, you need to have basic knowledge and understanding of SAP Build Process Automation and its capabilities.

Setup SAP Build Process Automation Content

Import Content

This template can be downloaded from the Store:

- 1) Navigate to the Store in your SAP Build Process Automation application.
- 2) Select the Project Type filter as "**Process Automation**".
- 3) In the Search bar type "**Creation of Supplier Invoice by Reference Invoice**"
- 4) Select the "**Create from Template**" button to add the template into your lobby.

After successfully adding the template, navigate back to the lobby to find the "**Creation of Supplier Invoice by Reference Invoice**" project available for use.

Caution: Be sure to select the Project Type as "Process Automation" in the filters.

Configure Agent Management Settings

This configuration is required to execute the Process with Automation. Kindly follow the steps explained [here](#).

Configuration & Modification

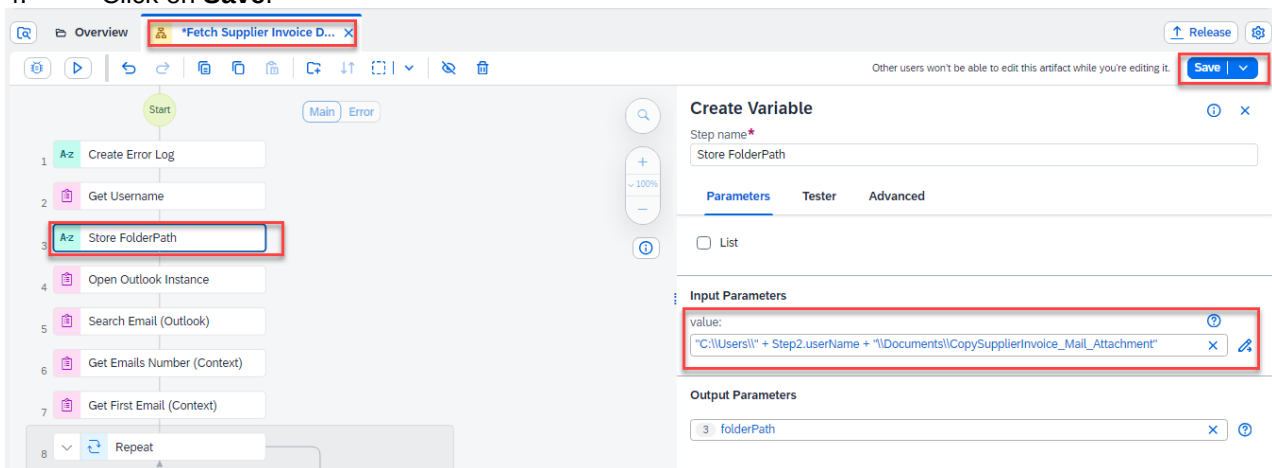
Once you have added the content to your lobby, you will find the project in your project list. Adapt the content template based on your requirements, and then release and deploy from the Lobby.

Configure Process

Folder path needs to be configured to save the downloaded files from the outlook inbox in Fetch Supplier Invoice Details automation.

To edit the automation:

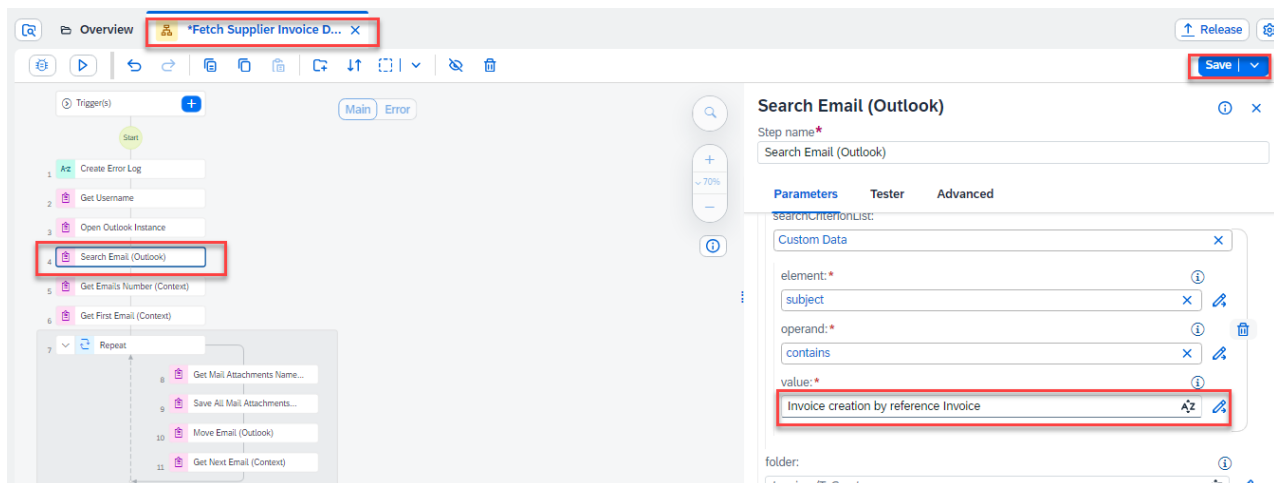
1. Double click on the **Fetch Supplier Invoice Details** automation.
2. Click on **step 3** in the flow named as **Store FolderPath**.
3. In the **Parameters** tab change the value to the desired folder path.
4. Click on **Save**.



There is no configuration needed in the process if the outlook subject is maintained as **"Invoice creation by reference Invoice"** from where the attachments excel file needs to be downloaded. But it can be changed based on your requirement by making changes to the **Fetch Supplier Invoice Details** automation.

To edit the automation:

5. Double click on the **Fetch Supplier Invoice Details** automation.
6. Click on **step 5** in the flow named as **Search Email(Outlook)**.
7. In the **Parameters** tab change the value to the desired subject line.
8. Click on **Save**.



Configure Forms (Optional)

You can update or extend the forms based on your requirements. To edit the form:

- Double click the form to open the Form Editor
- You can configure existing fields or add new layout or input fields to the form by simply dragging-and-dropping them from the side menu.

The screenshot shows the 'Invoice Details Approval Form' in the SAP Business Process Maker. The form is titled 'Supplier Invoice Approval Request' and contains a table for 'Supplier Invoice Details' with fields like Reference Invoice Number, Company Code, Fiscal Year, Invoicing Party, and Document Currency. Below the table, there are instructions and a list of actions: Approve, Park, and Reject. A 'Managers Action' section has radio buttons for Approve, Park, and Reject. A 'Comment' field is also present. Red dashed arrows point from the side menu to various elements of the form.

Configure Decision

Determine Approver – This decision is used to determine the approver email address to whom the approval task and notification mails for the supplier invoice creation will be sent.

This decision must be modified for conditions and result values based on your business policies and requirements.

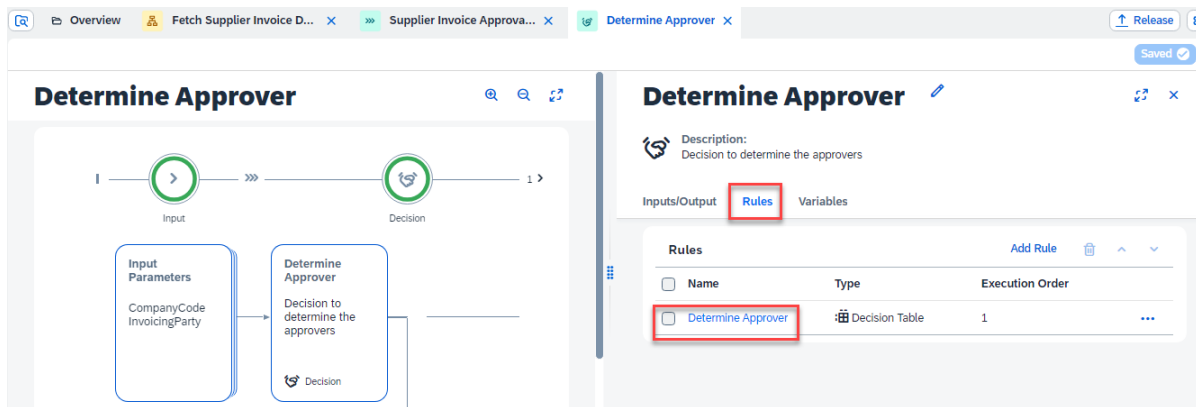
To modify the decision:

The screenshot shows the SAP Process Editor interface. On the left, a process flow diagram is visible with a decision node labeled 'Determine Approver' highlighted by a red box. On the right, the configuration panel for the 'Determine Approver' decision is open. The 'Inputs' tab is selected, showing two input parameters: 'CompanyCode' and 'InvoicingParty'. Both parameters are configured with a value type of 'T' (Text) and a selection icon. The 'Outputs' tab is also visible but not selected. The top of the interface shows the process name 'Supplier Invoice Approva...' and the decision name 'Determine Approver'.

- In process editor, double click to open the Decision.

The screenshot shows the SAP Process Editor interface with the 'Determine Approver' decision diagram and configuration. On the left, the decision diagram is displayed, showing an input parameter 'CompanyCode' leading to a decision node 'Determine Approver', which then leads to an output parameter 'Approver Email'. On the right, the configuration panel for the 'Determine Approver' decision is open. The 'Inputs/Output' tab is selected, showing the input parameters 'CompanyCode' and 'InvoicingParty' and the output parameter 'Approver Email'. The configuration panel also includes a description: 'Decision to determine the approvers'.

- Select the rule from the decision diagram.



- Click on Determine Approvers and click on pencil icon to edit.
- The attributes used in the decision rule can be selected as per requirement.
- Edit the rule to add more rows or update existing values.

Edit Rule

1 Rule Details 2 **Configure Conditions** 3 Configure Results 4 Review

Vocabulary

Search vocabulary or its fields

Input / Output

- CompanyCode
- InvoicingParty
- Approver Email

Condition Details

Condition Attributes

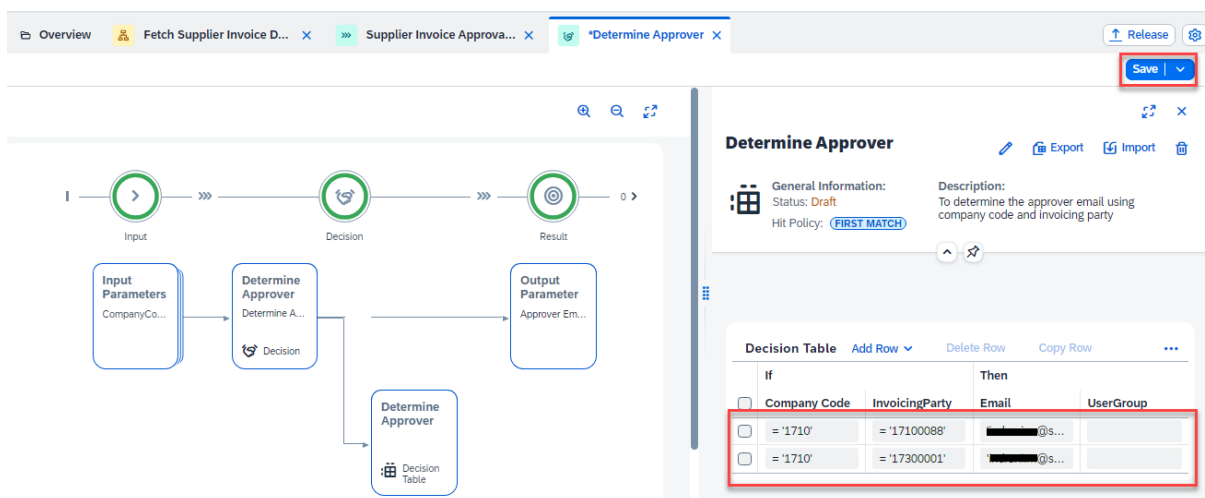
CompanyCode

InvoicingParty

In the decision table, you will see the conditions as columns (left to right) in the order configured here (top to bottom)

Previous Step Next Step Cancel

- Add conditions to determine Approver and assign approver email address/group.
- Click on Save.

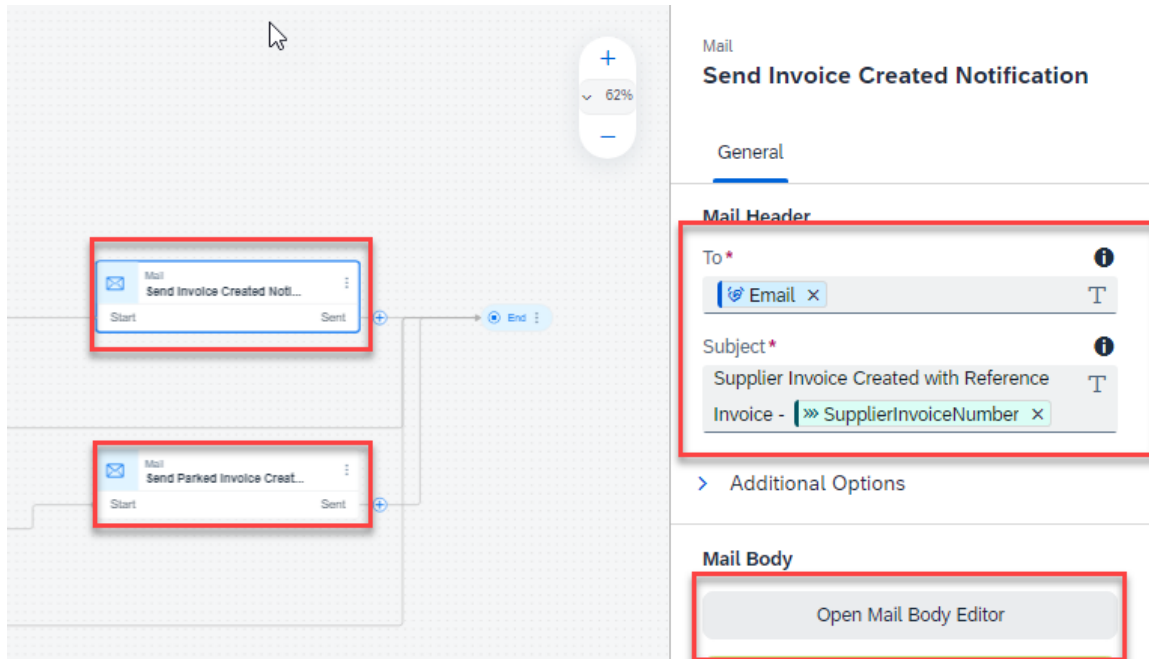


Email notifications are sent to stakeholders after task execution. All the email artifacts in the process have a default template body which can be changed.

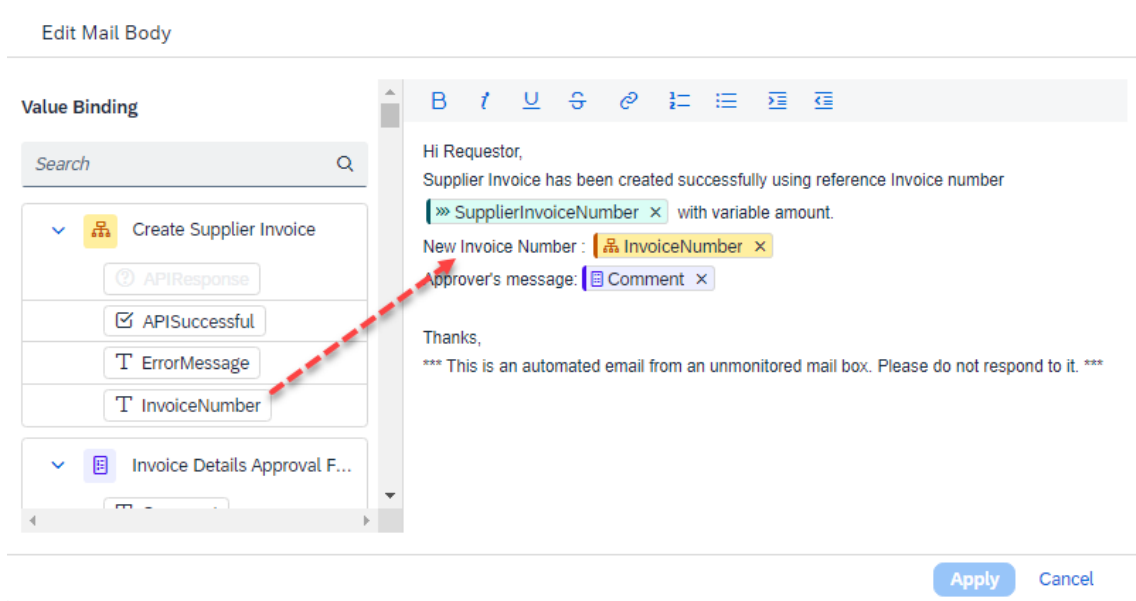
Configure Email

To update the email body content, do the following:

- Select the mail artifact in the process.
- From the Settings in the right-side panel, check the Mail Header to confirm the 'To' field (or email recipients) and the Subject. You can adjust the subject and recipient, if needed.
 - You may also add someone in 'CC'
 - Click on 'Open Mail Body Editor'.



The mail editor allows you to write and adjust text according to your needs. You can also reuse information that has been collected during the process. If you want to use additional process context data, you can simply drag the fields from the left menu to the editor on the right.

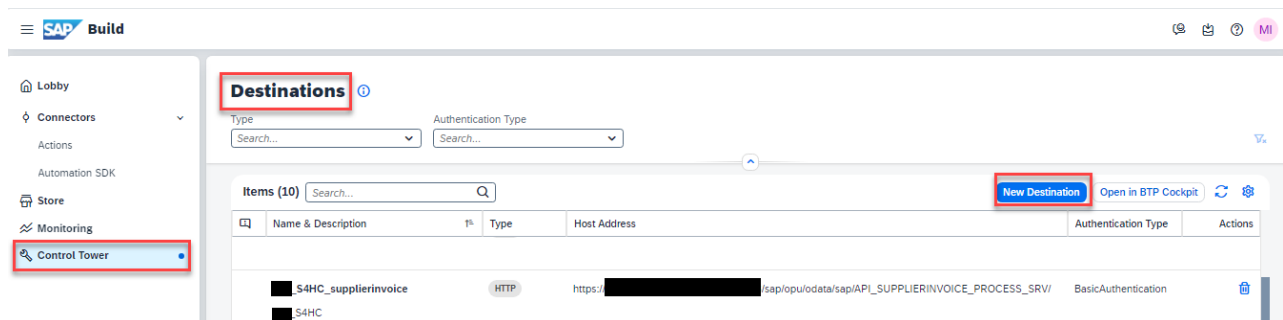


Configure Destination Settings

Actual destinations that are created in SAP BTP cockpit will be required when you deploy the process. This actual destination will be mapped in the destination environment variables during deployment.

To configure destination:

- Click on **Control Tower**.
- Select **Destinations** from the right panel.
- Click **New Destination**
- Select the destinations to be added.



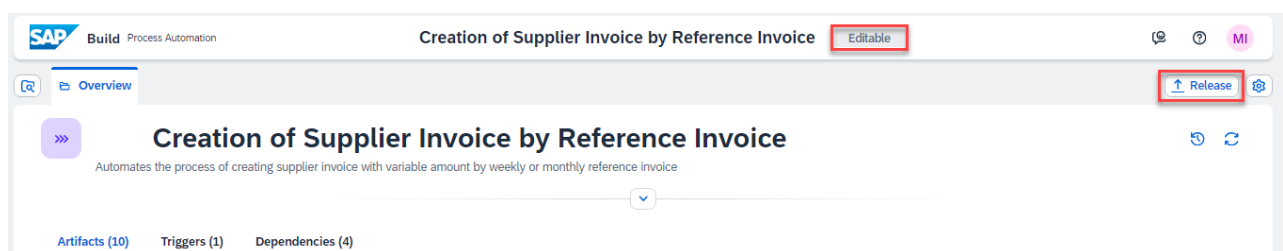
Release and Deploy Process

After configuring your process, it is time to publish, evaluate and run it. To run a process, you must first release and deploy it.

Release - This locks the version of your process, meaning that no further edits can be made to that version. At this stage, the process cannot be run and isn't available to participants yet.

To release a version of your process,

- First ensure that the status is listed as '**Editable**'.
- Then click '**Release**':

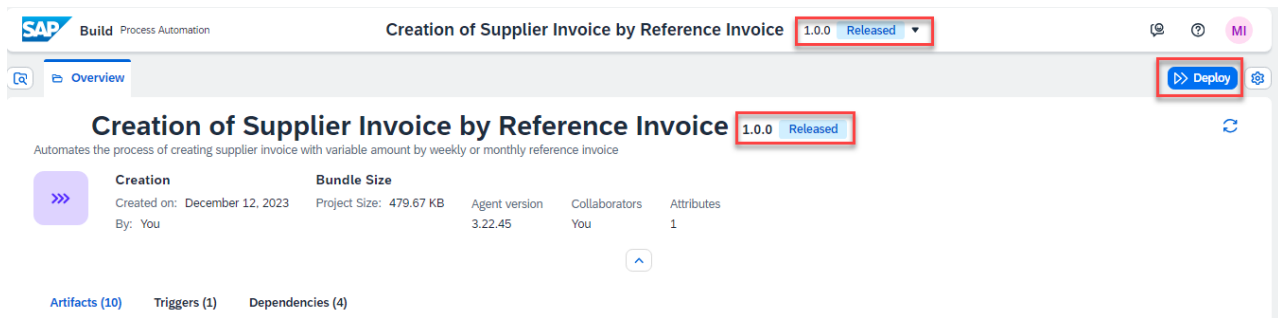


If this is the first time you have released the process, a version labelled 1.0.0 is released. For subsequent releases, you are prompted to select a version type before the process is released.

Deploy – This takes a released version of a process and enables it to be actively run and monitored. A deployed version of this process triggers an automation, allowing to create new supplier invoice with variable amount by reference invoice and send out a successful email to stakeholders.

To deploy a released version of your process,

- First ensure that the status is listed as '**Released**'
- Then click "**Deploy**."



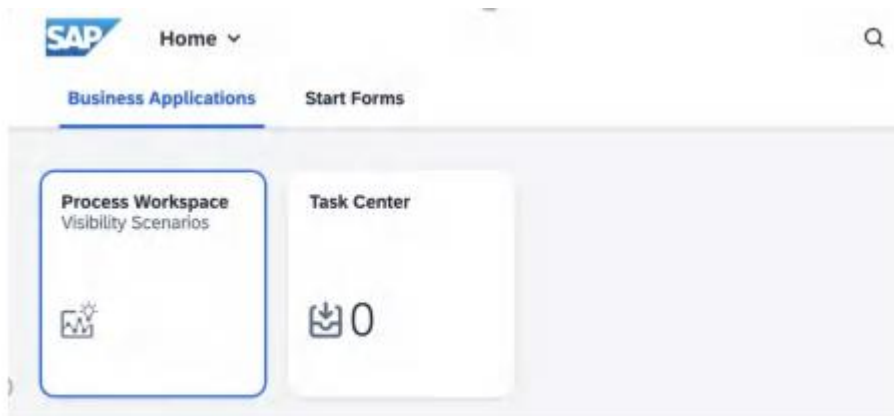
To deploy your project, you will be prompted to provide a destination as an environment variable. Select the destination from the drop-down.

Note: If you do not map your destination environment variable with actual SAP BTP destination during deployment, then the process will enter Erroneous state when it tries to connect to the external system. For more details about the Destination artifact, please read our [documentation](#).

Configure SAP Work Zone

Now that the process is released and deployed, you can configure SAP Work Zone standard or advanced edition to give access to your business users to track the process and business KPIs using process visibility workspace.

To configure SAP Work Zone standard edition - add Process Workspace and Task Center tile in SAP Work Zone to access the visibility dashboard. Follow the tutorial to configure Work Zone with visibility tiles.



User Guide

Capabilities

This template content contains the following key artifacts:
Please refer to [help documentation](#) about these different artifacts.

Icon	Type	Name	Description
	Automation	Fetch Supplier Invoice Details	Main automation to download excel attachment from outlook Inbox with subject mentioned as "Invoice creation by reference Invoice" and reads the attached input excel file and process for creation of supplier invoice.
	Process	Supplier Invoice Approval And Creation	This process is to retrieve an individual supplier invoice details, determine the approver and supplier invoice approval request form dispatched to the approver. Depending on the approver's decision, the process creates new supplier invoice and sends notifications to the concerned stakeholders.
	Automation	Fetch Supplier Invoice Details from SAP S/4HANA	This automation serves the purpose of extracting supplier invoice details from S/4HANA system.
	Decision	Determine Approver	This decision is to determine the approver based on the company code and invoicing party.
	Automation	Create Supplier Invoice	This automation is employed to create a supplier invoice using API. Based on the type of Invoice, it creates either Invoice with purchase order or Invoice without purchase order. This automation also creates parked invoices.
	Form	Invoice Details Approval Form	This form serves as an approval request and is dispatched to the approvers. It includes essential supplier invoice details. Additionally, it features a section where the approver can choose to approve/park/reject the request and provide the comments for their decisions.
	Mail	Send Mail Notification	A remainder email is sent to the approver about approval request in SAP Build Process Automation Inbox.
	Mail	API Error Notification	This notification email is sent to the requestor/stakeholder, if there were any issues during the execution of the process.
	Mail	Send Invoice Created Notification	This email is sent to the approver/stakeholder to confirm the successful creation of the new supplier invoice and posted.
	Mail	Send Parked Invoice Creation Notification	This email is to the approver/stakeholder to confirm the successful creation of the new supplier invoice and parked.
	Mail	Send Invoice Rejected Notification	This email is to the approver/stakeholder to confirm the rejection of supplier invoice creation.
	Visibility Scenario	Process Visibility	This visibility scenario is a dashboard which allows business users to track relevant process KPIs and statuses.

Forms

Invoice Details Approval Form

The approval request form seeks approval, providing a reference supplier invoice detail. The approver must take a decision based on the details provided in the form by giving comments for their action.

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Invoice Details Approval Form

Supplier Invoice Approval Request

Below are the details of reference supplier invoice. Kindly review and select the require action.

Supplier Invoice Details

Reference Invoice Number	Company Code	Fiscal Year	Invoicing Party	Document Currency
Prepopulated Field	Prepopulated Field	Prepopulated...	Prepopulated Field	Prepopulated Field

Below are the actions that can be chosen:

1) Approve: This action will create the supplier invoice with the reference supplier invoice details changing the variable Gross amount.

2) Park: This action will park the supplier invoice with the header and reference supplier invoice details changing the variable Gross amount.

3) Reject: This action will not create any supplier invoice.

Managers Action

☒ Approve

☐ Park

☐ Reject

Comment

Enter Text

+ Drag any field or click to add here

Approve/Park

Reject

Automations

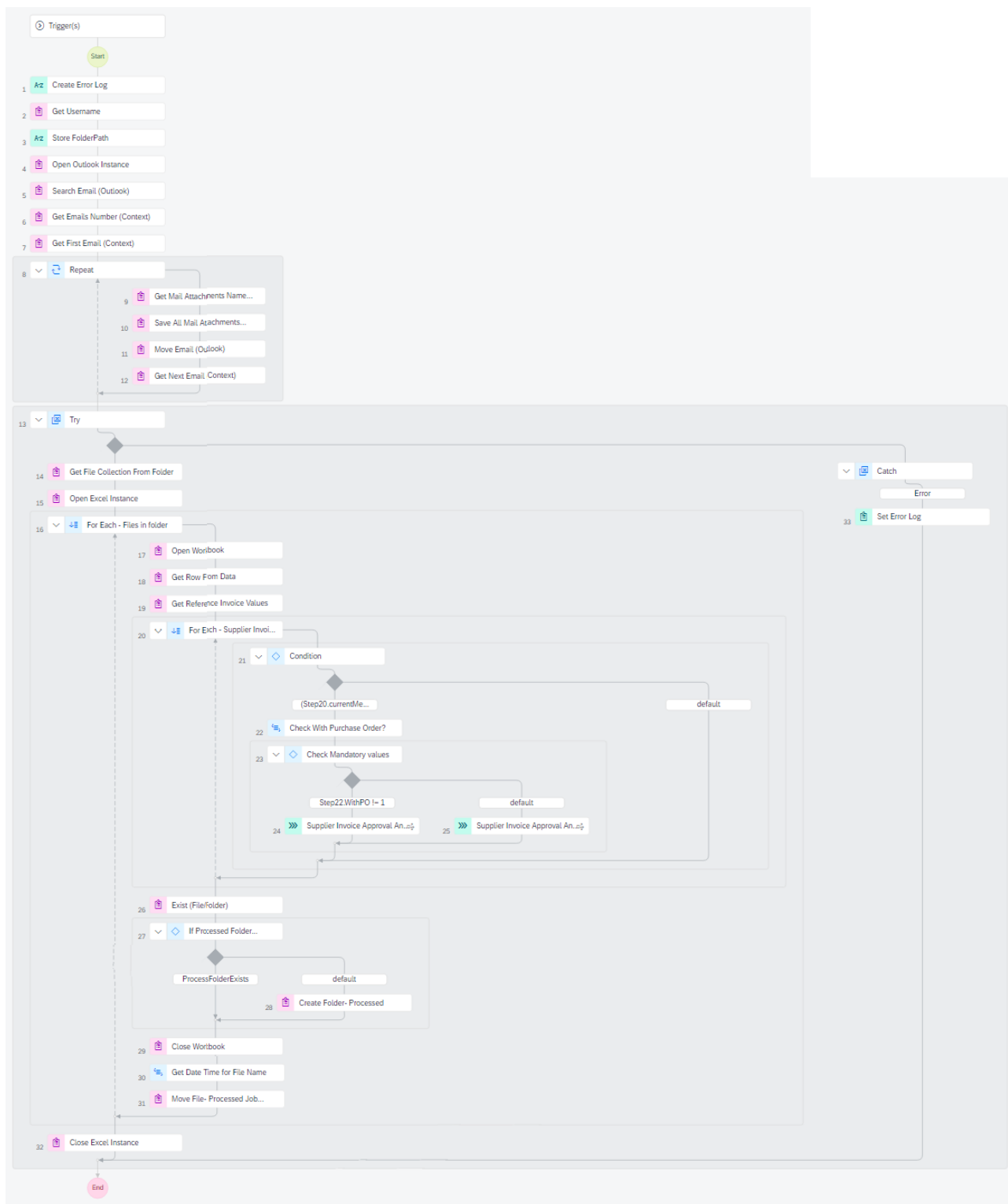
Fetch Supplier Invoice Details

Main automation to download input excel file attachment from Outlook inbox and iterate through each reference invoice in the excel file to create new supplier invoice.

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THE BEST RUN 



Step 1: Create variable for error log.

Step 2 to Step 12: Bot opens outlook and download and saves excel attachment from outlook/Inbox with subject mentioned as "Invoice creation by reference Invoice" into predefined folder structure. Moves the processed email to the folder in the outlook from inbox to "Processed Supplier Invoice" folder.

Step 13 to Step 20: Get each file from the folder. Open excel file and reads each supplier invoice record.

Step 21 to Step 24: Checks if the reference invoice is with purchase order or without purchase order and call the sub process for approval and creation process with required input data.

Step 25 to Step 27: Check if the folder named "Processed" exists in the folder path where the files are stored. If no, create the folder named Processed in the folder.

Step 28: Close workbook

Step 29: Get time to name the file.

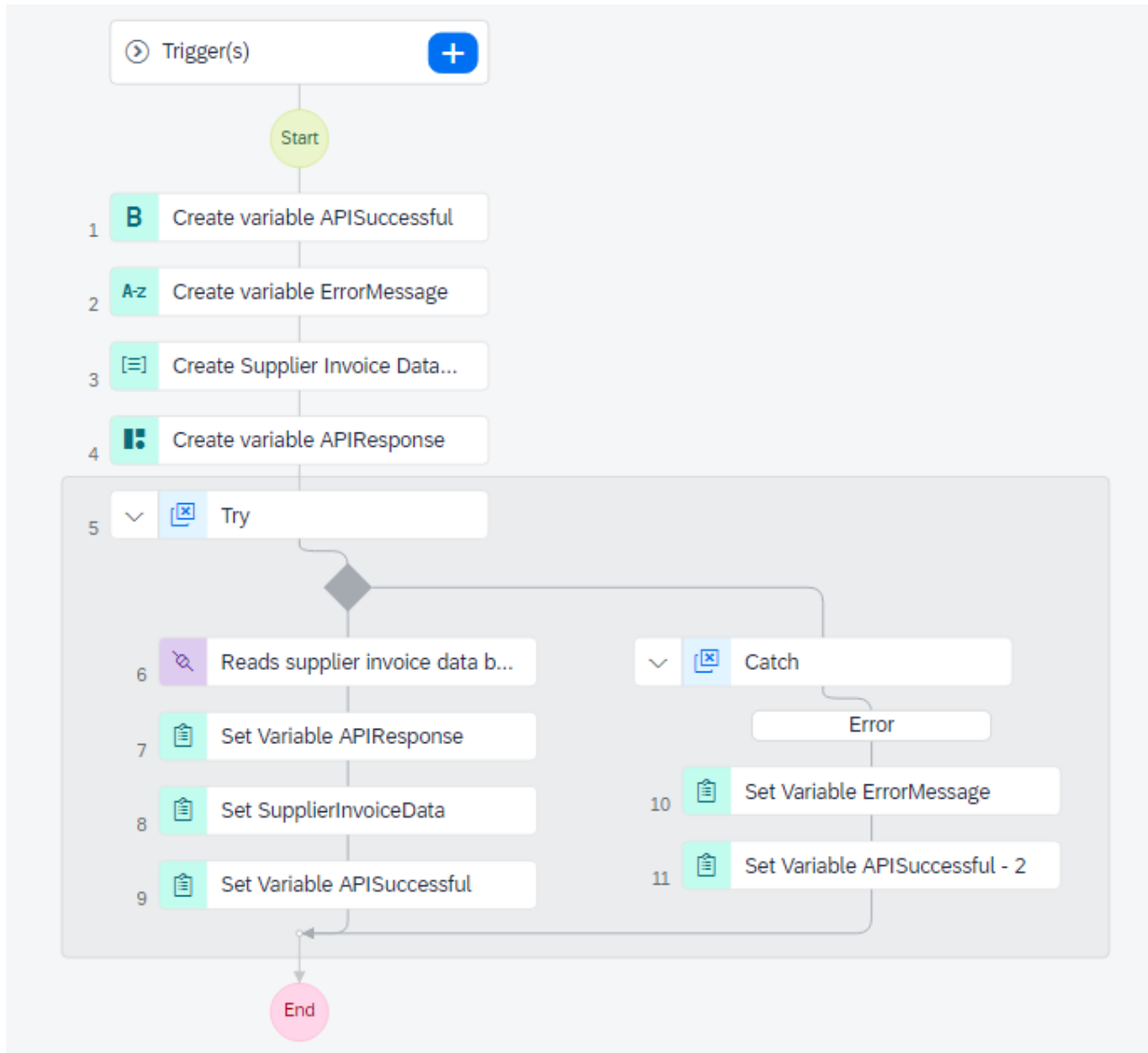
Step 30: Move the file to the processed folder appending the time to the file name.

Step 31: Close the excel instance.

Step 32: Sets error log if anything occurs during the execution of the process.

Fetch Invoice Details From SAP S/4HANA

This sub automation is to fetch the details of the invoice from SAP S/4HANA system.



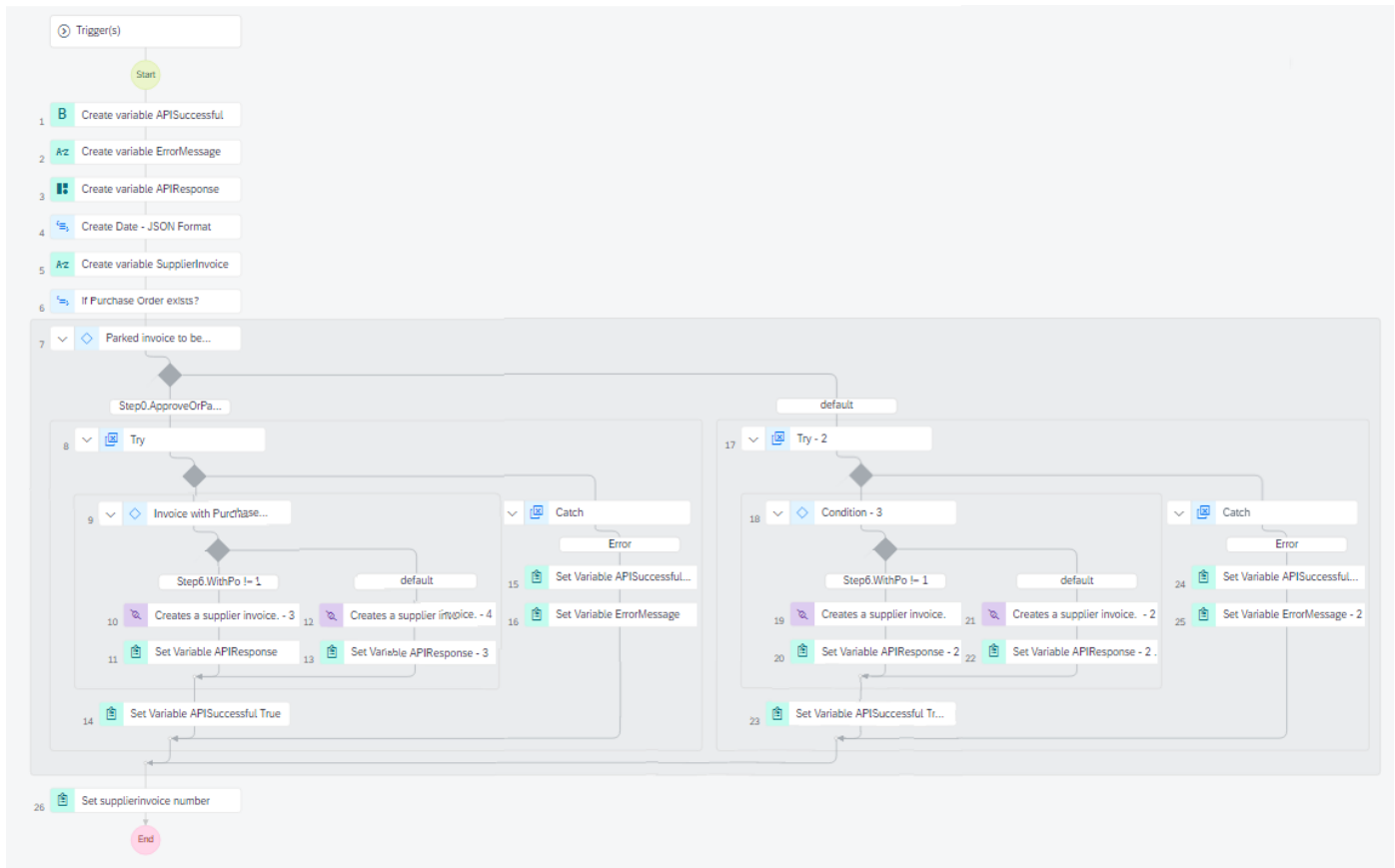
Step 1 to Step 4: Creating variables for supplier invoice details, API successful, error message and API response.

Step 5 to Step 9: Retrieves supplier invoice details by calling the API with input parameters such as Supplier invoice Number and Fiscal year, sourced from the input excel file. Stores the API response in the corresponding variables.

Step 10 to Step 11: Sets the error logs, if any errors found while calling an API.

Create Supplier Invoice

Automation to create supplier invoice using API. Based on the type of invoice, it creates either Invoice with Purchase Order or Invoice without Purchase Order. This automation is also used to create parked invoice.



Step 1 to Step 3: Creating variables for API successful, error message and API response.

Step 4: To get the current date in JSON format.

Step 5: Creating variable to store new invoice number.

Step 6: Assigns variable to indicate if the Invoice is with Purchase order or without Purchase order.

Step 7: Checks if parked invoice to be created.

Step 8 to Step 14: Checks if, the Invoice to be created and posted is with Purchase order or without Purchase order and call the Create supplier Invoice API accordingly with proper input details and saves the response.

Step 15 to Step 16: Records if any error occurs during creation and posting of the new supplier invoice.

Step 17 to Step 23: Checks if, the Invoice to be created and parked is with Purchase order or without Purchase order and call the Create supplier Invoice API accordingly with proper input details and saves the response.

Step 24 to Step 25: Records if any error occurs during creation and parking of the new supplier invoice.

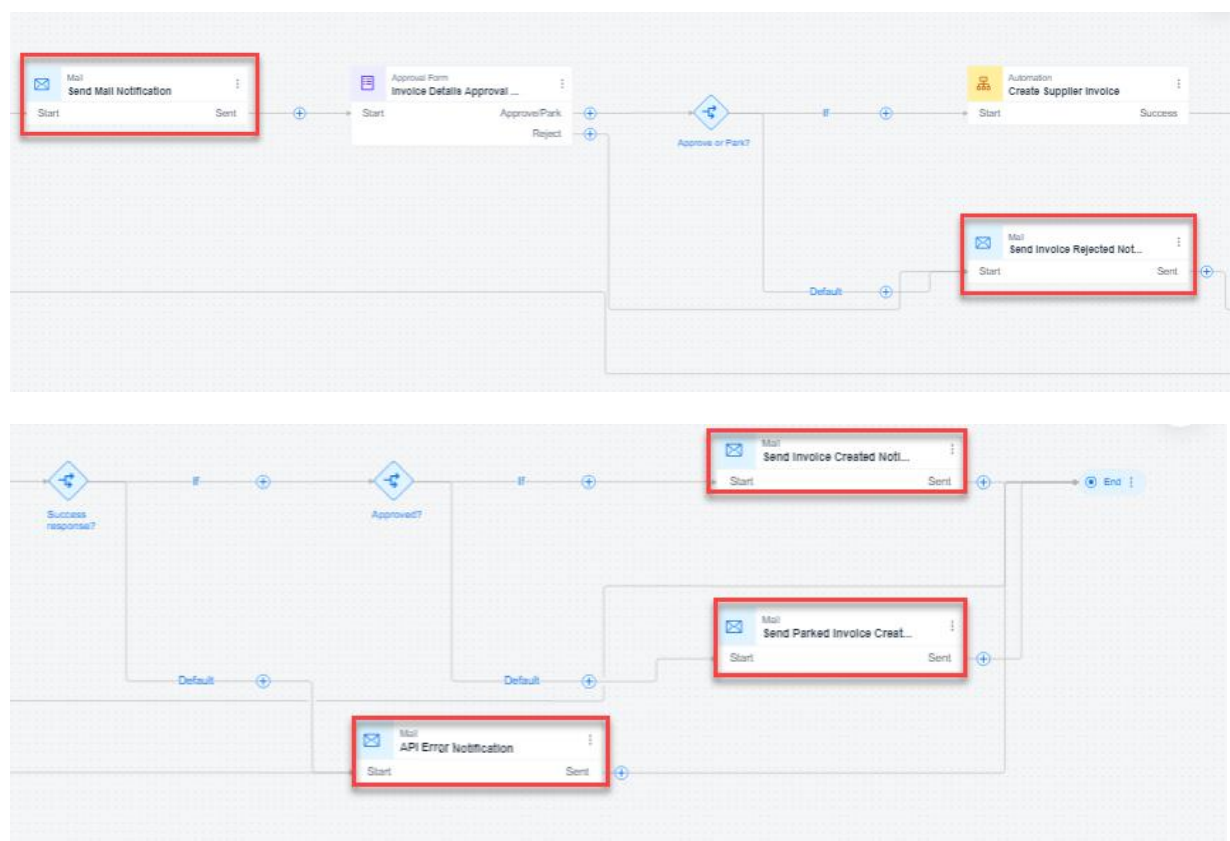
Step 26: Stores the new invoice number created.

Email Notifications

The process contains five email tasks,

1. Send Mail Notification: To send a mail to the approver to remind about the approval requests waiting in SAP Build Process Automation Inbox.
2. API Error Notification: To send mail notification to the approver/stakeholder, If any error occurs in APIs during the process execution.
3. Send Invoice Created Notification: To send mail notification to the approver/stakeholder, if the new supplier invoice is created and posted.
4. Send Parked Invoice Creation Notification: To send mail notification to the approver/stakeholder, if the supplier invoice is created and parked.
5. Send Invoice Rejected Notification: To send mail notification to the approver/stakeholder if the supplier invoice

creation is rejected by the approver.



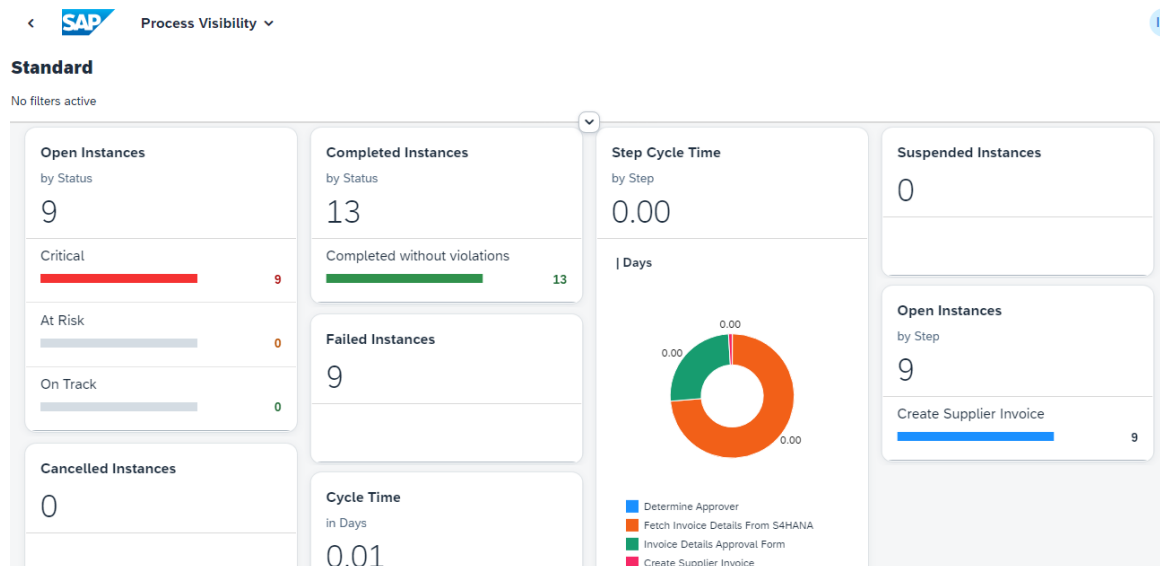
Schedule an Automation to run in unattended mode

A scheduled trigger creates jobs that are based on the schedule you define in the trigger. These jobs run fully automatically. The following table provide steps to run the automation in scheduled mode.

Step	Instruction
Launch Desktop Agent	Launch Desktop Agent. Make sure that the Unattended mode is selected in the Projects tab of the Desktop Agent.
Open SAP Build Process Automation	Perform the following to release and deploy the task automation: <ul style="list-style-type: none"> • Navigate to the Store and search for the Creation of Supplier Invoice by Reference Invoice package. • Click Add to add the package to the Lobby. • In the Lobby, click the project to open the Overview page. • Click Release and then click Deploy. For steps to release and deploy a project, see the Managing Existing Projects topic.
Add a Scheduled	To add an unattended trigger, refer the Add a Scheduled Trigger topic.
Monitor the Job	Open SAP Build Process Automation and click Monitor > Automation Jobs . You should see your job in the list. If not, adjust the date range on the Jobs page and refresh the page. For more details, refer the Automation Jobs topic.
Check for Report	After your job status is Complete, verify notification emails sent to the respective stakeholders.

Process Visibility Scenario

The visibility scenario is a dashboard which allows business users to track relevant process KPIs and statuses. A default dashboard is provided with this template, and it can be customized by selecting attributes from your process which you want to track in the process dashboard. You can read more [here](#)



Support

There is no support available for the template content. If you experience general issues with SAP Build Process Automation, raise an incident via SAP Support Portal on BPI-PA-BPC component.

This template can be modified using SAP Process Automation. For example: add a decision to determine the approver based on a certain business logic or add an action to post collected information to the backend SAP system. Refer [Help Portal](#) for more details.