

PUBLIC

SAP Build Process Automation

SAP Sustainability Control Tower - Data Collection Forms



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Contents

Changelog

Version	Date	Description
1.0.0	April 2, 2024	Document created

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

1. **Overview:** In this section, you get a quick overview of the use case, what are the high-level components used and how the template works in a nutshell. The prerequisite section provides information about the different services of SAP BTP that are required when using this template.
2. **Configuration Guide:** It contains sections that guides you in setting up your
 - (a) *SAP BTP Account* with the destination
 - (b) Import and configuration of 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, for example process definition, decision diagram, action project details, forms, and email notifications. The examples are provided to help you better understand how the different capabilities are used in this template.

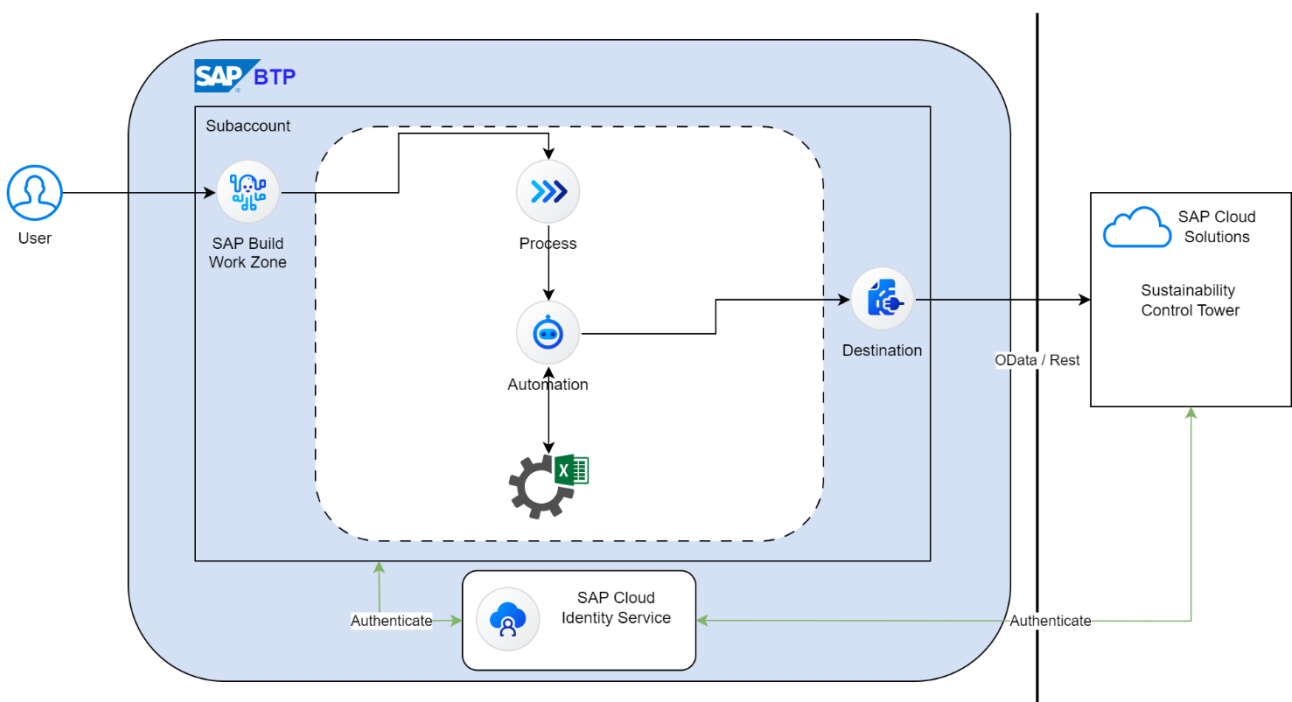
Note:

- This documentation is not a detailed guide to setting up SAP BTP services. It assumes that the IT admin, who sets up the content, is equipped with the skills in the skilled with SAP BTP environment. **Configuration section must be followed.**
- This template content is to accelerate your solution development. You must need to modify this template according to your requirements to achieve the desired business goal. To use this template content, you need to have a basic knowledge and understanding of SAP Build Process Automation, SAP Integration Suite, including the capabilities of these systems.and its capabilities.

Overview

The **SAP Sustainability Control Tower - Data Collection Forms** offers a streamlined workflow for uploading period-specific data. This process involves utilizing a configuration Excel file containing definitions of specific measures, roles of performers, and reviewers. Upon initiation, performers are tasked with uploading data through a designated input form. Upon validation, the data is forwarded to reviewers for approval before being persistently stored via to SAP Sustainability Control Tower.

Solution Diagram:



Steps:

1. In the main trigger form, choose a period from the dropdown to start the process.
2. Wait for a file dialog to open. Then choose the Excel configuration file.
3. Automation runs for each row in the file, and creates a task for performers to fill in the measure data. It also sends email notifications.
4. The performer inputs data and submits it for approval.
5. Data is validated via the API. If there are no issues, the data is sent for approval.
6. The approver receives the task for reviewing and approving the data. They will also receive an email notification.
7. After approving, the data is persisted to SAP Sustainability Control Tower SCT.

These steps are provided as a part of the template and provide a brief overview about the process flow and available features. This package provides an automated way for fetching the configuration from an Excel file. Based on the parsed configuration file, the corresponding tasks are created.

Prerequisites

This **SAP Sustainability Control Tower - Data Collection Forms** template requires the following services in SAP Business Technology Platform:

- SAP Sustainability Control Tower
- SAP Build Process Automation to orchestrate the process.
- SAP Work Zone to access the apps that are involved in the process.
- SAP Cloud Identity Services - Identity Authentication (optional).
- SAP BTP, Cloud Foundry runtime.

Other Prerequisites

For this template to run successfully, the following additional prerequisites are needed

- SAP Desktop Agent 3.17 or higher

Configuration Guide

SAP Sustainability Control Tower - Please follow [setup and administration guide](#).

SAP Sustainability Control Tower - Data Collection Forms template requires SAP Build Process Automation subscription or a CPEA contract. Follow the [setup and configuration section](#).

Setup SAP Business Technology Platform Cockpit

Destination Configuration

For more information on how to get credentials to SAP Sustainability Control Tower APIs [follow the initial setup guide](#).

- Configure Destination to Connect to SAP Sustainability Control Tower APIs
 - a) Destination configuration for [Get Sustainability Metrics](#) (used for retrieving data, mainly for dropdowns)

Destination Property	Value
Name	<Destination Name>
Type	HTTP
URL	For example <a href="https://<tenant-subdomain>.sct.sustainability.cloud.sap/api/sct-analytics-service/v1/sustainabilityMetrics">https://<tenant-subdomain>.sct.sustainability.cloud.sap/api/sct-analytics-service/v1/sustainabilityMetrics
Authentication	OAuth2ClientCredentials
Proxy Type	Internet
Client ID	<client id to access the api>
Client Secret	<client secret to access the api>
Token Service URL Type	Dedicated
Token Service URL	e.g. <a href="https://<tenant-subdomain>.authentication.eu20.hana.ondemand.com/oauth/token">https://<tenant-subdomain>.authentication.eu20.hana.ondemand.com/oauth/token

Additional Parameters

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

- b) Destination configuration for [Push Data into SAP Sustainability Control Tower](#) (serves used for uploading data to SAP Sustainability Control Tower)

Destination Property	Value
Name	<Destination Name>
Type	HTTP
URL	For example <a href="https://<tenant-subdomain>.sct.sustainability.cloud.sap/api/sct-sourcing-service/v1/DPIs">https://<tenant-subdomain>.sct.sustainability.cloud.sap/api/sct-sourcing-service/v1/DPIs
Authentication	OAuth2ClientCredentials
Proxy Type	Internet
Client ID	<client id to access the api>
Client Secret	<client secret to access the api>
Token Service URL Type	Dedicated
Token Service URL	e.g. <a href="https://<tenant-subdomain>.authentication.eu20.hana.ondemand.com/oauth/token">https://<tenant-subdomain>.authentication.eu20.hana.ondemand.com/oauth/token

Additional Parameters

sap.applicationdevelopment.actions.enabled	true
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sap.processautomation.enabled	true
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Configure SAP Build Process Automation Email Destination

Mail notifications are used in this template to send notifications to the requestor in the process. Follow the instructions to set up the mail destination in your SAP BTP Account. For configuring the destination, see [Configure a SMTP Mail Destination](#). For more information refer to [Create HTTP Destinations](#).

User Roles Configuration

To access this template, the business user will need these roles:

Role Name	Purpose
Process Automation Developer	To fully use this content package, you need to have an active user entitled to this role to use SAP Build Process Automation
ProcessAutomationParticipant	To execute (such as accessing MyInbox, and running the automations) this content package, you need to have this role assigned to the respective user.
ProcessAutomationAdmin	To perform process admin activities such as accessing monitoring applications, you need to have this role assigned to the respective user.
Business_Application_Studio_Administrator	To fully use this content package, you need to have an active user entitled to this role to use Business Application Studio
Business_Application_Studio_Developer	To fully use this content package, you need to have an active user entitled to this role to use Business Application Studio
Business_Application_Studio_Extension_Deployer	To fully use this content package, you need to have an active user entitled to this role to use Business Application Studio

For more information about SAP Build Process Automation roles, see [Authorizations](#)

APIs Configuration

Package	Related API
SAP Sustainability Control Tower	Get Sustainability Metrics
SAP Sustainability Control Tower	Push Data into SAP Sustainability Control Tower

SAP Build Process Automation

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 "SAP Sustainability Control Tower - Data Collection Forms"
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 "SAP Sustainability Control Tower - Data Collection Forms" project available for use.

Configure Forms

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, add new layouts, or input fields to the form by simply dragging and dropping them from the side menu.

Configure Automation

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

Configure SAP Work Zone

If you plan to use SAP Work Zone service, then configure [SAP Work Zone with SAP Build Process Automation Applications](#) using the help documentation.

Configure Main Process Input Excel File

The process starts by providing an excel file with all the relevant information, such as business location or company code. The file might look like this:

	A	B	C	D	E	F
1	ID_BUSINESS_LOC	ID_COMPANY_CODE	ID_ORG_UNIT	PERFORMERS	REVIEWERS	ID_MEASURE
2	1000	DE01	100000001	performer@email.com	reviewer@email.com	ENERGY_CONSUMPTION

Column name	Description
ID_BUSINESS_LOC	Business location id
ID_COMPANY_CODE	Company code id
ID_ORG_UNIT	Organization unit id
PERFORMERS	Email addresses of users responsible for inputting data separated by comma
REVIEWERS	Email addresses of users responsible for reviewing data separated by commas
ID_MEASURE	Measure id

Configure Email

Email notifications are sent to reviewers and performers. All the email artefacts in the process have a default template body, which can be changed. 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. The mail editor allows you to write and adjust the text according to your needs.

User Guide

Capabilities

This template consists of following capabilities.
Please refer to the [help documentation](#) about these different artifacts.

Name	Description
Data Collection Process	A process retrieving additional data from APIs and branching to subprocesses based on measure id.
Data Collection Process: ENERGY_CONSUMPTION	A process to initiate collection of data for measure: ENERGY_CONSUMPTION.
Data Collection Process: ENERGY_PRODUCTION	A process to initiate collecting of data for measure ENERGY_PRODUCTION.
Extract Configuration From Excel	A process extracting configuration from input excel file.
For Each Row Send A Request To Performers	A process starting new data collection task for each row from configuration.
Main Process	Main process to trigger the collection of data.
Notify Performers: Data Rejected	A process with email notification to performers that a reviewer rejected data.
Notify Performers: Invalid Data	A process with email notification to performers that data contains invalid records.
Notify Performers: Start Data Collection	A process with email notification to performers to input data.
Notify Reviewers: Review Data	A process with email notification to reviewers to review the submitted data.
Publish Data	A process publishing the data via API.
Validate Measure Data	A process that runs validation of uploaded data.
Choose Excel File	An automation opening a file dialog to choose an input excel file.
Extract Excel Configuration	An automation parsing data from configuration excel file.
Send Data Collection Requests	A helper automation executing the actual "foreach" loop and starting a Data Collection Process for each row.
Admin Configuration Form	Main form containing selection of period to start the process with.

Approval Form: ENERGY	An approval form for ENERGY_CONSUMPTION / ENERGY_PRODUCTION.
Energy Input Data Form	A form containing data field for measure ENERGY_CONSUMPTION / ENERGY_PRODUCTION that uploads the data to SCT.

Support

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

This template can be modified using SAP Process Automation. Refer [Help Portal](#) for more details.

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