

SAP CLOUD PLATFORM | EXTERNAL

# Configuration & User Guide

Visibility on Procure to Pay

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# Overview

This document provides information about what needs to be configured to gain visibility into the procure to pay process. The main audience of this document are technical personas, like IT Administrators, Developers.

You can either:

- productise the package by adapting the visibility scenario based on your business, developing logic to push events from the backed application
- try out the package with demo data.

The document has three different sections.

1. Initial Setup
2. Configure the package
3. Gain visibility into the process

# Initial Setup

Setup SAP Cloud Platform Workflow Management by following the instructions in the help guide:  
<https://help.sap.com/viewer/6f55baaf330443bd8132d071581bbae6/Cloud/en-US/d7910e2bf7f64afc9d0eb21b0cc9e84d.html>

# Configure the package

## Prerequisites

The following roles are assigned to you:

- WorkflowManagementBusinessExpert
- WorkflowManagementAdmin
- PVEventSender

## Import the package

Follow the steps to import the package

- Launch Workflow Management SaaS application
- Navigate to Visibility on Procure to Pay package in the Process Hub by following the navigation path: Process Flexibility Cockpit > Discover Packages > Visibility on Procure to Pay
- Click on 'Import'

For more details see [import and discover a content package](#)

## Activate the visibility scenario

Follow the steps to activate the visibility scenario

- Launch Workflow Management SaaS application
- Navigate to the Procure to Pay Visibility Scenario by following the navigation path: Process Flexibility Cockpit > Visibility on Procure to Pay > Visibility Scenarios > Procure to Pay
- Adapt the events, status, attributes and process performance indicators to your needs
- Click on 'Activate'

For more details see [updating a visibility scenario](#)

## Push Events

You can do either of the following:

- Productise the package by pushing the events (that are defined in the visibility scenario) from the backend application like S/4HANA, SAP ECC or non-SAP Applications (using technologies like SAP Cloud Platform Integration or SAP Data Intelligence) to a REST endpoint that is exposed by process visibility.

Follow the [blog](#) to learn how to push events to process visibility.

- Try out the package with demo data by importing the events by following the below steps:
  - Download the sample events for the procure to pay process from [github samples](#)
  - Launch Workflow Management SaaS application
  - Select 'Event Acquisition'
  - Click on 'Import' and select the downloaded sample events for procure to pay

# Gain visibility into the process

## Prerequisites

The following roles are assigned to you:

- WorkflowManagementBusinessExpert

## Step to gain insights into the procure to pay process

- Launch Workflow Management SaaS application
- Navigate to the package by following the navigation path: Process Flexibility Cockpit > Visibility on Procure to Pay
- Click on the header of 'Live Process Insights (Procure to Pay)'