

SAP BUSINESS TECHNOLOGY PLATFORM | EXTERNAL

End User Guide

Automatic Overtime Split with SAP Build Process Automation

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Overview

This document provides information about how to use the **Automatic Overtime Split** using SAP Build Process Automation. Service Responsible, Service Technicians and Service Approver are the target users of this document.

This workflow scenario enables customers to define different rules for overtime calculation, automate the calculation itself and add an optional approval step to the process. The key advantage is that service employees do not have to do the calculations themselves, which reduces errors and mistakes and increases the quality of direct billing of service items.

Some key features of the workflow content package are:

- Receiving and reacting to different business events of the source system
- Collecting required business and context data from several sources
- Customizing workflow execution with decisions
- Integrating solution capabilities of SAP Build Process Automation
- Calculation of predefined overtime categories
- Approval Step
- Automatically update source documents in backend system

My Inbox

The **Automatic Overtime Split** enables the Service Responsible, Service Technicians and Service Approver to view the approval tasks in My Inbox for approval of automatically calculated overtime categories, which will update the Service Order or Service Confirmation. They could also decide to reject the calculated time, which will leave a not at the item in the backend and inform the Project Responsible and Service Technician.

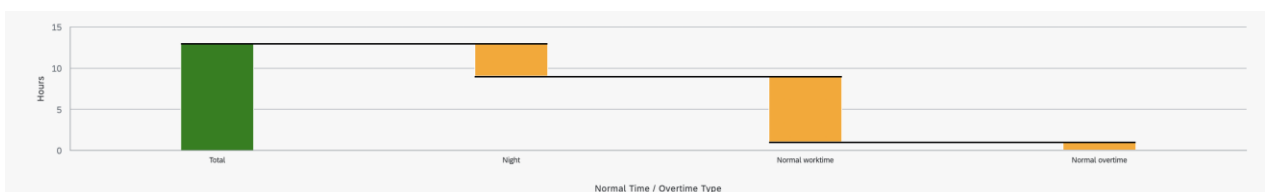
“My Inbox” application enables line of business users to claim and complete their task. Please go through [SAP My Inbox documentation](#) for more details.

Approve Calculated Overtime Task UI

The task is an optional step in the Automatic Overtime Calculation process. If the step is added, the approver gets determined by Decisions and is assigned a task in My Inbox.

The user interface to Approve Calculated Overtime has 3 sections.




1. Overview – A graph of the newly calculated overtime categories



2. Sub-Totals – The data shown in section one as numbers

Sub-Totals	
Total	13 Hours
Night	4 Hours
Normal worktime	8 Hours
Normal overtime	1 Hours

3. Applied Rules – The rules that have been applied to calculate the overtime categories

Applied Rule(s)	
 Night Regular worktime that happened during the defined night time Related Product: SRV_10	4 Hours 02-03-2022
 Normal worktime Regular worktime as defined by business rules Related Product: SRV_02	8 Hours 02-03-2022
 Normal overtime Overtime that is additional time ontop of the defined normal worktime Related Product: SRV_03	1 Hours 02-03-2022

The approver can make one of the following decisions:

1. Approve - Click **Approve** to approve the calculated categories and write the data back to the source object.
2. Reject - Click **Reject** to reject the calculated categories, leave a note in the related item in the backend system and inform the service responsible person and the service technician with a mail notification about the decision.



Process Visibility Workspace

Process Visibility capability in SAP Build Process Automation 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.

The Automatic Overtime Split package provide out of the box visibility to process performance indicators for all the deployed process variants in SAP Build Process Automation. A process owner or line of business expert will be able to enhance the visibility scenario.

Access Process Workspace with SAP Build Process Automation

1. The administrator would have added a tile in the central SAP Work Zone that corresponds to the scenario “Automatic Overtime Split”. For more information on how to add scenario-specific tiles, refer to the [help documentation](#).
2. Click the scenario-specific tile in the SAP Work Zone.
3. User will see the process visibility dashboard.