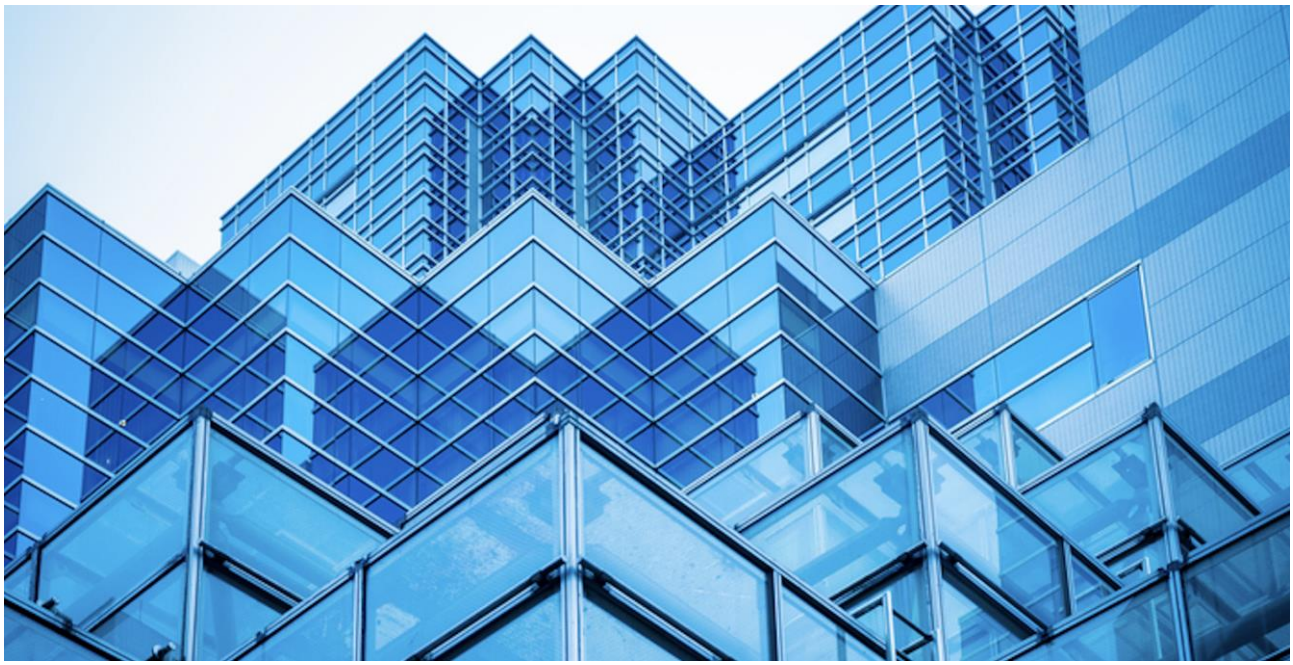


PUBLIC

SAP Build Process Automation

Fixed Asset Transfer Approval
Configuration and User Guide

Contents

Overview 3

Required SAP Business Technology Platform Services 5

Prerequisites 5

Configuration Guide 5

Setup Business Technology Platform Cockpit 5

Configure SAP Build Process Automation Destination 5

Configure SAP S/4HANA Destination 6

Configure SAP Integration Suite Destination 6

User Roles Configuration 7

Cloud Connector Configuration 7

Setup Content Package 8

Import SAP Build Process Automation content 8

Import and deploy TASK UI application 8

Configuration & Modification 8

Configure Decisions 8

Configure Email 11

Create & Configure Process 12

Create & Configure Forms 12

Create & Configure Automation 12

Create & Configure Decision 12

Create & Configure Process Visibility Scenario 12

Release and Deploy the Process 12

Configure and Deploy Start UI 13

Configure SAP Work Zone 14

User Guides 14

Capabilities 14

Actions 16

Appendix 16

Creation of CDS view Depreciation Areas (ZZ1_DeprAreaForLedgerVH) 16

Creation of CDS view Asset Class (ZZ1_AssetClass) 17

Support 18

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

1. **Overview**: In this section, you will get quick overview of the use case, what are high-level components used and how the template works in 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 Account with destination, cloud connector, user roles etc.(b) SAPUI5 application via SAP Business Application Studio and (c) Import and configure the template using SAP Build Process Automation design studio and (d) Integration Content via SAP Integration Suite (e) SAP Work Zone to access the My Inbox or Task Center and other applications.

3. **User Guide**: This section provides details about different artefacts that are used in this template like process definition, decision diagram, action project details, forms, email notifications etc. to better understand how different capabilities are used in this template.

Note:

- Learning contents are published only for demo and reference purposes. We do not provide any support to learning / sample content.
- 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. **Configuration section must be followed.**
- 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

This document provides technical information about what needs to be configured to make the package – Fixed Asset Transfer Approval run. The main audience of this document are technical personas like IT Administrators or Developers.

Objective of this process is to have approval process in place for fixed asset transfers so that these transactions can be tracked and monitored before actual document postings in SAP S/4HANA system.

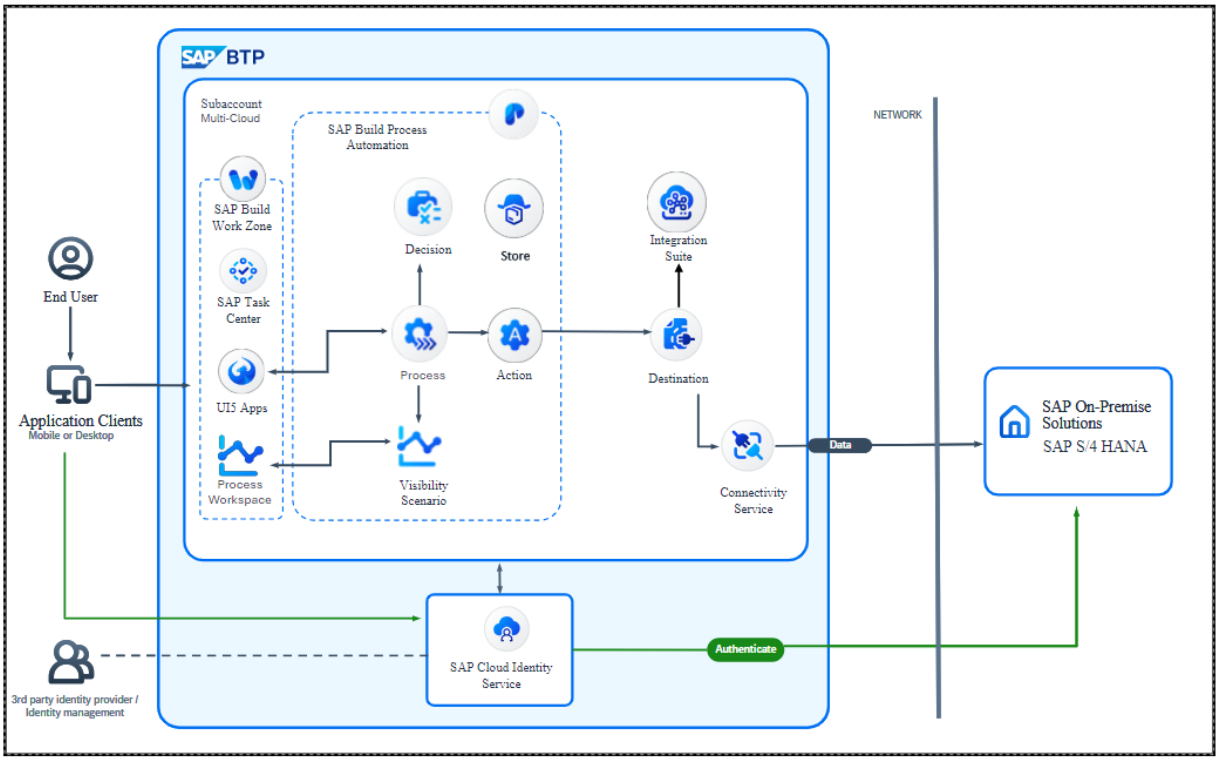
Fixed asset transfers (both Intercompany and Intra Company) transactions are usually high value items which should not get posted in the SAP S/4HANA system without notice. This process will help business in obtaining approvals for transfers of fixed assets based on approval determination. This helps in better governance practice.

Features:

- Automatic email notification to parties involved.
- Pre-built integration content to call SAP S/4HANA from SAP Build Process Automation.
- Approval/Rework tasks will be sent to person responsible.

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Process Flow Diagram



Solution flow :

1. Fixed asset transfer request is initiated from start UI. There are 4 scenarios for creating the Fixed asset transfer request. They are,
    - Intercompany transfer of new asset
    - Intercompany transfer of existing asset
    - Intracompany transfer of new asset
    - Intracompany transfer of existing asset
2. For all the scenarios, there are 4 levels of approval. They are,
    - Sender cost center owner
    - Sender company finance manager
    - Receiver cost center owner
    - Receiver company finance manager
3. The approver can either approve or reject the items. If an item is rejected, all the items can be sent to rework for the requester, or the rejected item can be removed, and the accepted items alone will be sent for next level approval.
4. In the rework screen, the requestor can modify the asset details and retrigger the process or the requester can terminate the fixed asset transfer request.
5. After completing all the approvals, the transferred assets will be posted in SAP S/4HANA.
6. In case of Intercompany transfer of new asset, A new asset will be created in the receiver company and posting will be done to the created asset.

Note:

- The process can be triggered via Start UI.
- My Inbox Application must be accessed through Work Zone.
- Cost Center Owner's email address needs to be maintained in the SAP S/4HANA. There is a integration

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iflow call to fetch the responsible person's email address. Email Notifications and approval task will be sent to the respective Email ID. If the cost center approver did not receive any email or task, then check the SAP S/4HANA system whether the email id is maintained. If not, maintain the data and retrigger the process.

Required SAP Business Technology Platform Services

The following SAP Business Technology Platform services are required to consume the **Fixed Asset Transfer Approval**:

- SAP Build Process Automation
- SAP Connectivity service
- SAP Business Application Studio
- SAP Application Runtime Service
- SAP Integration Suite
- SAP Work Zone, standard or advanced
- SAP Cloud Identity Services - Identity Authentication (optional)

Prerequisites

For this template to run successfully the following prerequisites are needed

- Get Access to BTP Account.
- Need Valid S/4HANA User.
- This template requires Integration package SAP Build Process Automation Integration with SAP S/4HANA for Fixed Asset Transfer Approval process to run. You can download this package separately from the store. The guide to set-up and configure integration package is mentioned along with the integration package itself.

Configuration Guide

Fixed Asset Transfer Approval template requires SAP Build Process Automation subscription and Destination Setup for SAP Build Process Automation. Follow the setup and configuration section.

Setup Business Technology Platform Cockpit

Configure SAP Build Process Automation Destination

To Access the SAP Build process Automation, you can configure the destination. Please create destination accordingly

Destination Property	Value
Name	sap_process_automation_service
Type	HTTP
URL	<” endpoints”.”api”>
Client ID	<"uaa"."clientid”>
Client Secret	<"uaa"."clientsecret”>
Token Service URL	<"uaa"."url">/oauth/token

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Proxy Type Internet	Internet
Authentication	OAuth2ClientCredentials

Add the property **sap.processautomation.enabled** as **true** to view the destination in the SAP Build Process Automation tenant. Please refer help document for more details.

Configure SAP S/4HANA Destination

This content package can be used with S/4HANA On-Premise. Destinations can be created accordingly.

Destination Property	**Value**
Name	<Name>
Type	HTTP
URL	<SAP S/4HANA endpoint> Example: https://<s4system-name>-api.xxxxxxxx
Proxy Type Internet	Internet
Authentication	Basic Authentication
Username	<Username> of the SAP S/4HANA Communication User
Password	<Password> of the SAP S/4HANA Communication User

Configure SAP Integration Suite Destination

Configure Destination to connect to Integration Suite system.

Destination Property	**Value**
Name	IntegrationSuite
Type	HTTP
URL	<Integration Suite Destination endpoint> https://<CPI>.hana.ondemand.com
Proxy Type Internet	Internet
Authentication	Basic Authentication
Username	<Username> of the SAP S/4HANA Communication User
Password	<Password> of the SAP S/4HANA Communication User

Configure SAP Build Process Automation Email Destination

Mail notifications are used in this template to send notifications to requestor, approver, and admin during different stages of the process. Follow the instructions to setup mail destination in your SAP Business Technology Platform Account.

Configuring destination, Configure Mail Destination

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- For more information refer to Create HTTP Destinations and OAuth User Token Exchange Authentication.

User Roles Configuration

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

Role Collection Name	Purpose
TaskCenterAdmin	Permission to execute calls to the connector status API and monitor configured destinations and running background jobs.
Process Automation Developer	Standard Business User, can model and publish processes
ProcessAutomationParticipant	To execute (like accessing MyInbox, running the automations, etc.) this content package, you need to have this role assigned to the respective user.
ProcessAutomationAdmin	To perform process admin activities like accessing monitoring applications etc., you need to have this role assigned to the respective user.
Business_Application_Studio_Administrator	Allows administrators to manage (export and delete) user data.
Business_Application_Studio_Developer	Allows developers to load and develop applications using SAP Business Application Studio.

For more information about SAP Build Process Automation roles, see Authorizations.

Cloud Connector Configuration

For SAP S/4HANA on-premises landscape, configure cloud connector to enable secure tunnel to SAP Business Technology Platform tenant. Please refer the help documentation to configure Cloud Connector.

Services/Resources that need to be exposed from SAP S/4HANA on-premises using Cloud Connector.

Resources	Protocol	Backend-Type
sap/opu/odata/sap/API_COSTCENTER_SRV	OData	SAP S/4HANA
sap/opu/odata/sap/API_COMPANYCODE_SRV	OData	SAP S/4HANA
/sap/opu/odata/sap/ZZ1_DEPRAREAFORLEDGERVH_CDS	OData	SAP S/4HANA
/sap/opu/odata/sap/ZZ1_ASSETCLASS_CDS	OData	SAP S/4HANA
BAPI_ASSET_TRANSFER_POST	BAPI/RFC	SAP S/4HANA
BAPI_FIXEDASSET_GETLIST	BAPI/RFC	SAP S/4HANA
BAPI_FIXEDASSET_CREATE1	BAPI/RFC	SAP S/4HANA
BAPI_USER_GET_DETAIL	BAPI/RFC	SAP S/4HANA
BAPI_TRANSACTION_COMMIT	BAPI/RFC	SAP S/4HANA
BAPI_TRANSACTION_ROLLBACK	BAPI/RFC	SAP S/4HANA

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Setup Content Package

Import SAP Build Process Automation content

Standard automation packages released by SAP will be available at the store .To know more about the store visit SAP Build Process Automation Store.

This template can be downloaded from the Store:

1. Navigate to the Store in your SAP Build Process Automation account.
2. Select the Project Type filter as “Business Process.”
3. In the Search bar type “**Fixed Asset Transfer Approval**”
4. Select the “Create from Template” button to add the template into your lobby.
5. After successfully adding the template, navigate back to the lobby to find the “**Fixed Asset Transfer Approval**” template available for use.

Caution: Be sure to select the **Project Type** as “**Business Process**” in the filters.

Import and deploy TASK UI application

The content package requires the SAP UI5 user interface which is available in Fixed Asset Transfer Approval content package. Below are details of Task UI application

Task UI Application: FixedAssetTransfersTaskUI

Following steps can be followed to utilize the SAP UI5 application provided with this process package:

- Download the SAPUI5 application Task UI from the imported store project.
- Open Business Application Studio and import the previously downloaded SAPUI5 project.
- Build SAPUI5 project using mta.yaml file and the generated project (generated mtar file will be available in the mta_archieves folder) file can be deployed.

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.

Configure Decisions

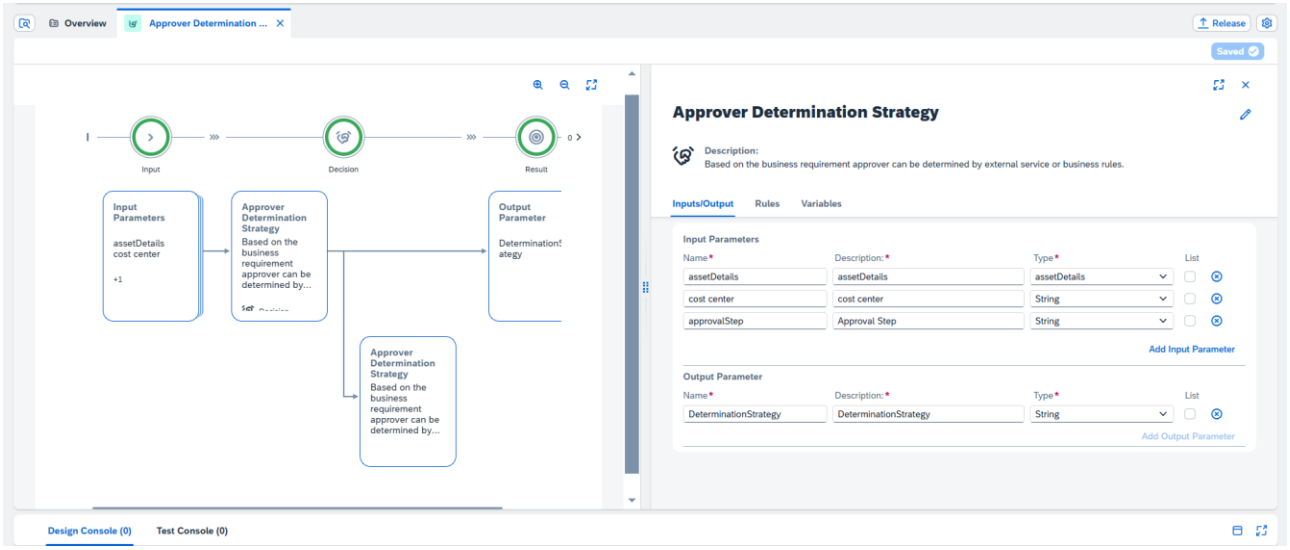
There are 5 decisions in this template and can be configure as required.

1. Approver Determination Strategy

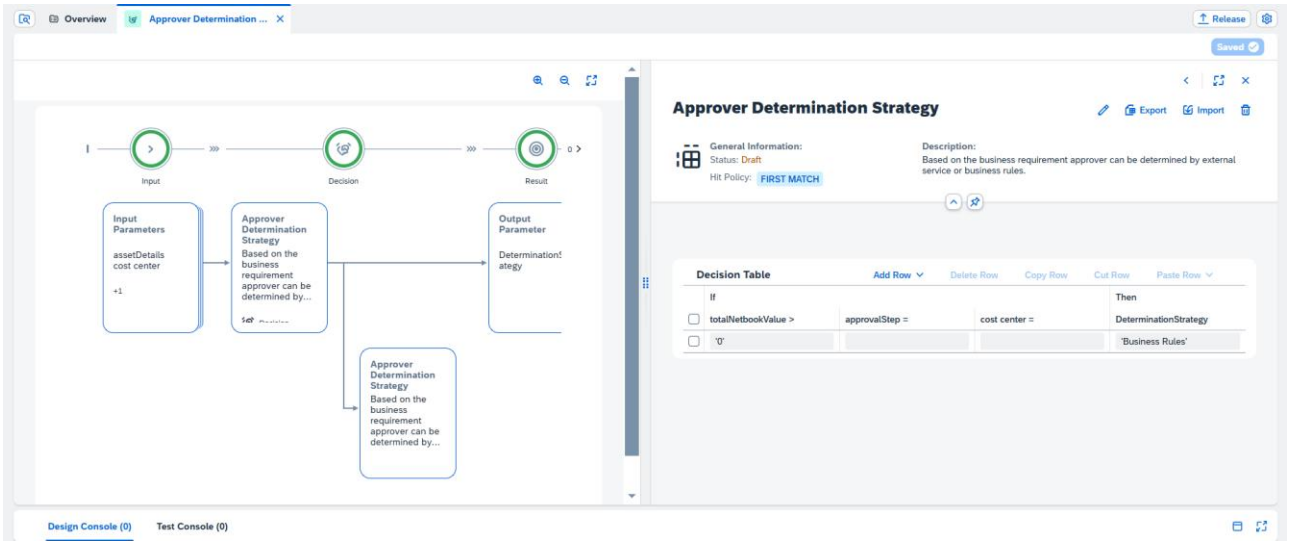
Decision to determine the approver strategy based on the business requirements. To modify the decision:

- In process editor, double click to open the decision.
- Select the rule from the decision diagram.

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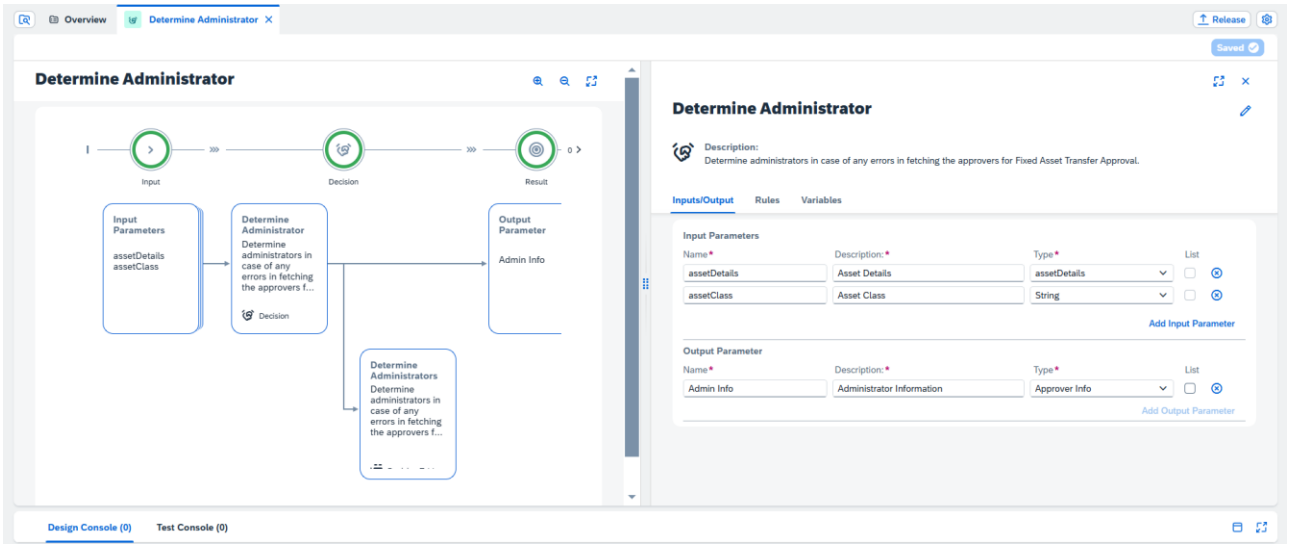
- Edit the rule to add more rows or update existing value.



2. Determine Administrator

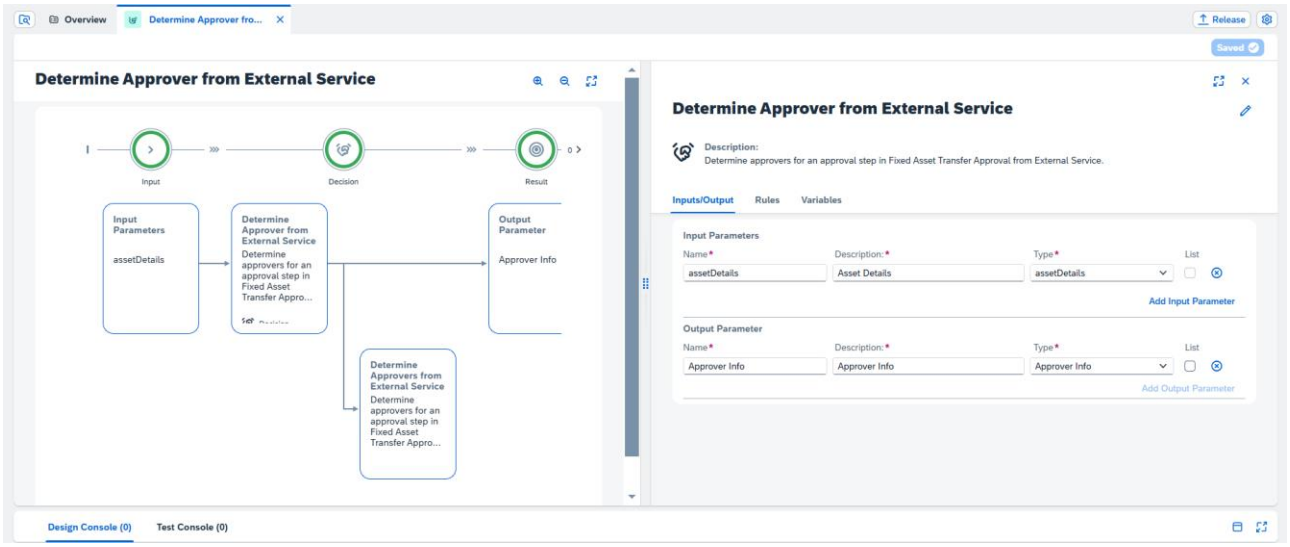
Determine administrators in case of any errors in fetching the approvers for fixed asset transfer approval.

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3. Determine Approver from External Service

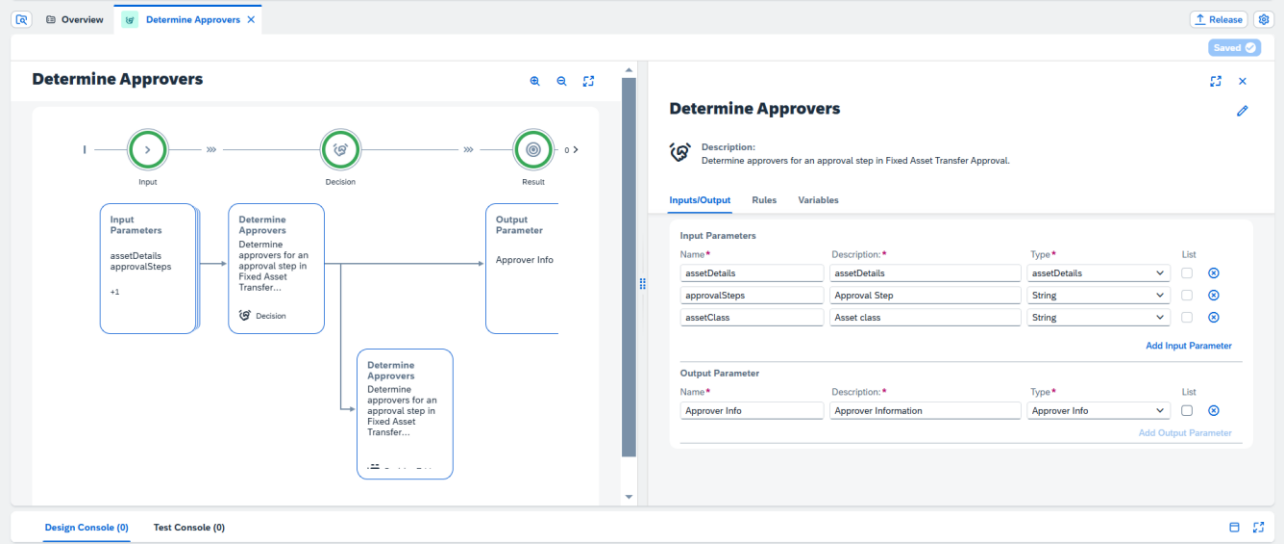
This decision to determine approvers for an approval step in fixed asset transfer approval from external service.



4. Determine Approvers

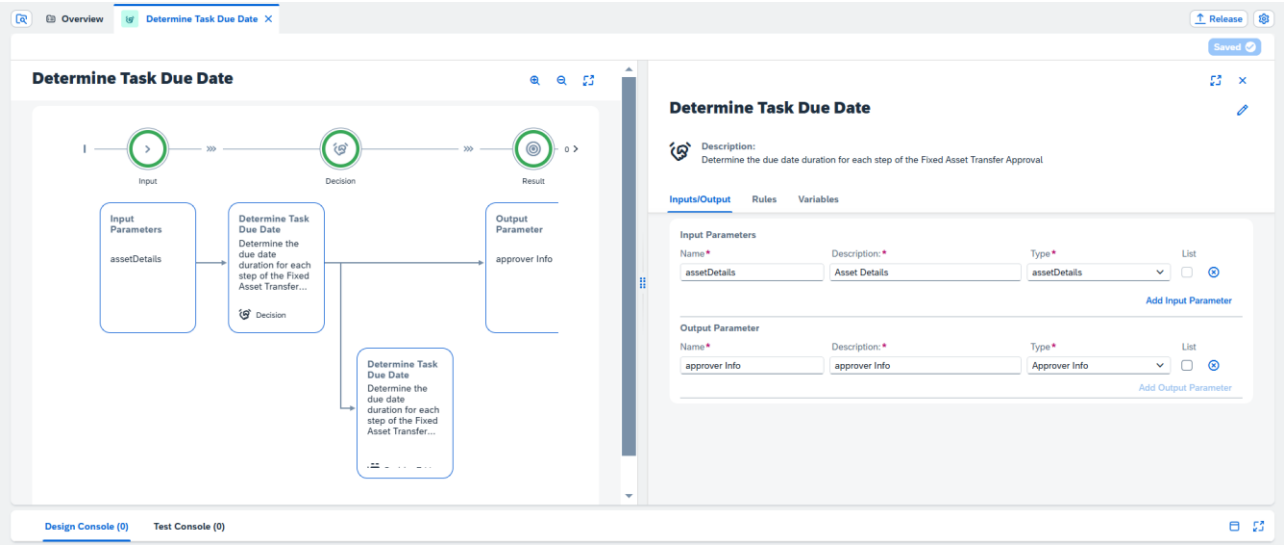
Decision to determine approvers for an approval step in fixed asset transfer approval.

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5. Determine Task Due Date

This decision is used to determine the due date duration for each step of the fixed asset transfer approval.



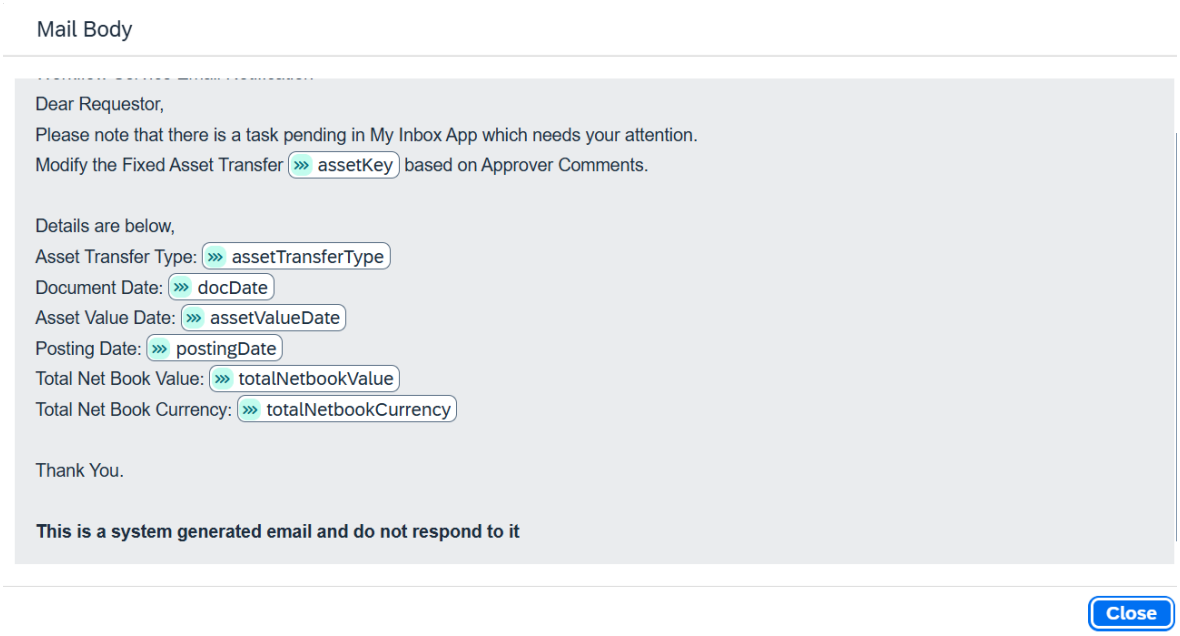
Configure Email

Email notifications are sent to requestor and approver at different places during process and task execution. All the email artefacts in the process have default template body which can be modified.

To update the email body content, do the following:

- Select the mail artefact 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 to Open '**Mail Body Editor**'.

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- 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.

For more information on email configuration and text, refer to this link

In case any further extension needs to be made then follow the reference links below.

Create & Configure Process
Create a Business Process | SAP Help Portal

Create & Configure Forms
Create a Form | SAP Help Portal

Create & Configure Automation
Create an Automation | SAP Help Portal

Create & Configure Decision
Create a Decision | SAP Help Portal

Create & Configure Process Visibility Scenario
Create a Visibility Scenario | SAP Help Portal

Release and Deploy the Process

After configuring your process, it's time to publish, test 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 can't be run and isn't available to participants yet.
To release a version of your process:

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- First ensure that the status is listed as ‘Editable’.
- Then click ‘**Release’**.

For more information please visit : SAP Build Process Automation

Note: If this is the first time you’ve released the process, a version labelled 1.0.0 is released. For subsequent releases, you’re prompted to select a version type before the process is released.

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

To configure destination,

- Click on **Control Tower.**
- Select **Destinations** from the right panel.
- Click **Add**

Select the destinations created in the setup section to be added.
For more information and screen shots, please refer to the below link: Manage Destinations

Deploy – This takes a released version of a process and enables it to be actively run and monitored. A deployed version of this approval process unlocks the request form, allowing participants to submit requests and the approvers to view items in their inbox.

To deploy a released version of your process,
- First ensure that the status is listed as ‘Released’.
- Then click ‘**Deploy’**.

For more information and screen shots, please refer to the below link: Deploy Project

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

- **IntegrationSuite**: Business Technology Platform destination to connect with IntegrationSuite iflows.
- **S/4HANA**: Business Technology Platform destination to connect with SAP S/4HANA system. As shown in SAP S/4HANA destination set-up-section.

Note: If you do not map your destination environment variable with actual SAP Business Technology Platform destination during deployment, then the process will enter erroneous state when it tries to connect to the external system.

Configure and Deploy Start UI

The content package requires the SAP UI5 user interface which is available in Fixed Asset Transfer Approval content package. Below are details of Start UI application

Start UI Application: FixedAssetTransfers / ui-StartUI

Following steps can be followed to utilize the SAP UI5 application provided with this process package:

- Download the SAPUI5 application Start UI from the imported store project.
- Open Business Application Studio and import the previously downloaded SAPUI5 project.
- The definition id can be found in the Monitoring section, inside Process and Workflow Definitions. You need to enter the project name and go to the main process. The ID mentioned

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in the process would be the definition id. Refer determine the workflow definition ID for more details

- This definition id must be updated in Start UI application. It will be maintained either in the i18n file or controller.js file. Please refer below screenshot



- Build SAPUI5 project using mta.yaml file & the generated project (generated mtar file will be available in the mta_archieves folder) file can be deployed.

Configure SAP Work Zone

Configure SAP Work Zone to access the start UI for this automation.
Once SAP Work Zone is configured, perform the following steps to create the tile for the start UI:

1. Open content manager and click on the HTML5 Apps.
2. Select the Fixed Asset Transfers Start UI from the list of apps and choose Add.
3. Add the relevant roles to the user. Fixed Asset Transfers Start UI will be available to the user as a tile in the SAP Work Zone.

If you plan to use SAP Work Zone service, then configure SAP Work Zone with SAP Build Process Automation Applications using help documentation.

User Guides

Capabilities

The following are the capabilities of this template:
For detailed information about different artifacts, please refer help documentation

Type	Name	Description
Decision	Approver Determination Strategy	Decision to determine the approver strategy based on the business requirements.
Decision	Determine Administrator	Decision to determine administrators in case of any errors in fetching the approvers for fixed asset transfer approval.

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Decision	Determine Approver from External Service	Decision to determine approvers for an approval step in fixed asset transfer approval from external service.
Decision	Determine Approvers	Decision to determine approvers for an approval step in fixed asset transfer approval.
Decision	Determine Task Due Date	Decision to determine the due date duration for each step of the fixed asset transfer approval
Form	Administrator Action	Form for Administrator action as approver details not maintained in the decision.
Form	TaskUI	Task UI for approval and rework
Process	Company's Finance Manager Approval	Process for sending approval task and mail notification to the company's finance manager sequentially.
Process	Cost Center Owner Approval Subprocess	Process for sending approval task and email notification to the cost center owner sequentially.
Process	Fixed Asset Transfer Approval	Process to start approval processes for fixed asset transfer.
Process	Post Fixed Asset Transfer	Process for posting details of the transferred assets to SAP S/4HANA.
Process	Receiver Company Code Finance Manager Approval	Process to send approval task and email notification to the receiver company finance manager.
Process	Receiver Cost Center Owner Approval	Process to send approval task and email notification to the receiver cost center owner.
Process	Sender Company Code Finance Manager Approval	Process to send approval task and email notification to the sender company finance manager.
Process	Sender Cost Center Owner Approval	Process to send approval task and email notification to the sender cost center owner.
Data type	Approver Details	Data type to store the details of the approver like mail id, user group, user id, task duration
Data type	assetDetails	Data type to store the details of the Asset to be transferred.
Data type	assetHeader	Data type to store the header details of the asset items
Data type	assetItem	Data type to store the list of asset items and its details.
Data type	history	Data Type to store the history of approval/rework task.
Data type	internal	Data type to store variables that are used internally in the process

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Actions

Fixed Asset Transfer Post Asset Write-Off Action
Call the Integration iflow to post the approved fixed assets for transfer.

Method	API	API Path	Purpose
POST	N/A	/http/FixedAssetfatwfm	Integration iflow call to post the approved fixed assets for transfer.

Fixed Asset Transfer Post Action for Inter Company Transfer Action
Integration iflow post service call for intercompany transfer for new asset.

Method	API	API Path	Purpose
POST	N/A	/http/createAssetfatwfm	Integration iflow call for Inter Company Transfer for New Asset

Fixed Asset Transfer - Fetch cost center owner address Action
Action to fetch cost center owner email address.

Method	API	API Path	Purpose
GET	N/A	/http/getCCOwnerAddfatwfm	Integration iflow Get service call for fetching the cost center owner email address from SAP S/4HANA.

Appendix

Custom CDS View and Custom Communication Scenario

To get the list of Depreciation Areas and Asset Class Values from SAP S/4HANA, we are going to create a Custom CDS Views.

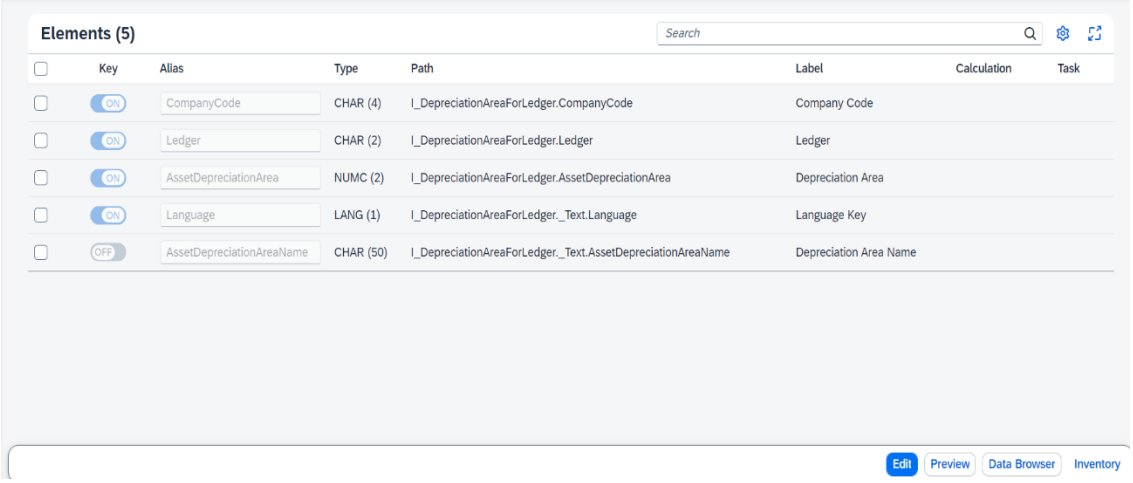
Pre-requisite You have the necessary tools and rights to create Custom Core Data Service Views. Please refer to the following - SAP HANA Core Data Services (CDS) Reference

Creation of CDS view Depreciation Areas (ZZ1_DeprAreaForLedgerVH)

PROCEDURE:

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1. Create a Custom CDS View with the Name ZZ1_DeprAreaForLedgerVH (CDS Name is case-sensitive) and Label “DeprAreaForLedgerVH”
2. Select Scenario “External API”
3. Choose Add > Add Primary Data Source.
4. Choose the data source with the name “I_DepreciationAreaForLedger”.
5. Choose Save Draft.
6. Choose Elements tab.
7. Select the fields as listed in below screenshot (Click on Add -> Elements if the fields are not selected by default

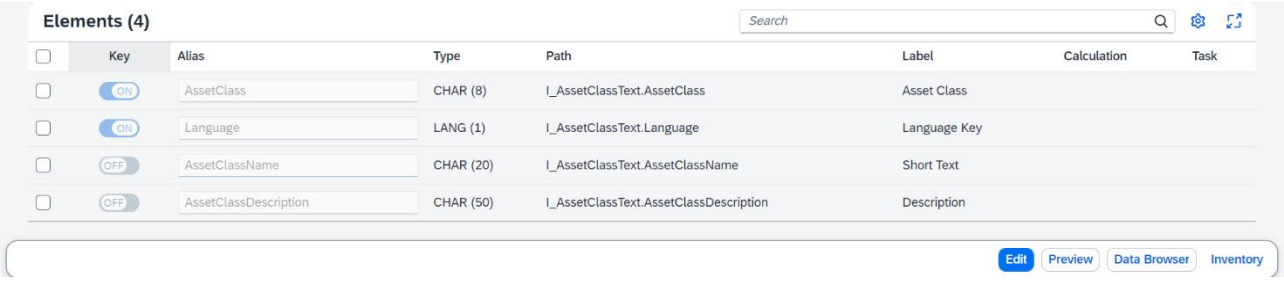


8. Choose Publish

Creation of CDS view Asset Class (ZZ1_AssetClass)

PROCEDURE

1. Create a Custom CDS View with the Name ZZ1_AssetClass (CDS Name is case-sensitive) and Label “AssetClass”.
2. Select Scenario “External API”
3. Choose Add > Add Primary Data Source.
4. Choose the data source with the name “I_AssetClassText”.
5. Choose Save Draft.
6. Choose Elements tab.
7. Select the fields as listed in below screenshot (Click on Add -> Elements if the fields are not selected by default)



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8. Choose Publish

Support

There is no support available for template content. If you experience general issues with SAP Build Process Automation, please follow the links below:

- Troubleshoot Support Guided Answer
- Test an Automation Help portal Article
- Test an Application Help portal Article
- Get traces Support Guided Answer

If the issue persists, please raise an incident via SAP Support Portal on **BPI-PA-BPC** component.

This template can be modified using SAP Process Automation. For example: add decisions to determine the approver based on a certain business logic or add an action to post collected information to backend SAP system. Refer help portal for more details.

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