

SAP BUSINESS TECHNOLOGY PLATFORM | EXTERNAL

## End User Guide

# Joint Venture Cash Call Approval with SAP Workflow Management

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# Overview

This document provides information about how to use the user interfaces of JV Cash Call Approval Process. Approvers, Requestors and Process Operators are the target users of the user interfaces explained in this document.

JV Cash Call Approval Process content package for SAP S/ 4HANA enables to automate batch approval in a flexible and transparent way. It provides flexibility in executing a specific variant of the process depending on attributes like partner and budget etc. When a user submits a request to update the partners budget for next time period details in SAP S/ 4HANA system, a pre-configured process variant is triggered in SAP Workflow Management based on configurable business conditions. On approval, a JV Cash Call partners budget for next time period is released in SAP S/ 4HANA system.

**Salient features of this content package are mentioned below:**

- Plug and Play with SAP S/ 4HANA without any additional development
- Process steps delivered to approve a JV Cash Call
- Automatic email notification to parties involved
- Business Rules for Business Validation of JV Cash Call to cater to specific business requirements and validations
- New variant of the process can be created using the pre-delivered process steps in a no-code / low-code approach
- Out-of-the-box visibility into key process performance indicators
- Flexibility in determining process variants based on business conditions
- Pre-built integration content to call SAP S/4 HANA from SAP Workflow Management

# My Inbox Task

The JVA cash call process allows the operator to invoice partners for future estimated venture costs. Based on an estimate of the future costs, non-operating partners are invoiced for their share of the costs to be incurred.

## User Tasks

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

The workflow is triggered by user action at SAP S/4HANA, when the user creates a batch on any of the following T-Codes: GJ01/GJ02/GJ03/GJ04.

### Personas involved:

The following personas are involved in the workflow:

Persona	Role	Level
Person Responsible for Cost Center	Person responsible of the cost center used in cash call will be notified	First Level
Project Manager of WBS	Project manager of the WBS used in cash call will be notified	First Level
Person Responsible of Order	Person responsible of order used in cash call will be notified	First Level
JV Supervisor	JV supervisor will be notified	Second Level

## User Interface – First Level Approver

**Approval for Joint Venture cash call 4001\_ACCAKMUL03\_0000000000 available in your role as WBS Manager**

Document Information    Cash Call

Company Code: 4001  
 Batch No: ACCAKMUL03  
 Effective Date: 20211112  
 Posting Date: 20211112  
 Posting Period: 11  
 Operational Month: 202111

Cash Call

Cash Call Items Approval (2)

Joint Venture	JV description	Equity Group	Partner	WBS	Fund Currency	Fund Amount	Reason	Action

Header Information – First Level Approver

**Approval for Joint Venture cash call 4001\_ACCAKMUL03\_0000000000 available in your role as WBS Manager**

Document Information    Cash Call

Cash Call Items Approval (2)

Joint Venture	JV description	Equity Group	Partner	WBS	Fund Currency	Fund Amount	Reason	Action
<input type="checkbox"/>	002003 TEST JV 4	EG5	000000000 6	00000128	USD	3000	Approved	<input checked="" type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>	002003 TEST JV 4	EG5	000000000 2	00000128	USD	2000	Rejected	<input type="checkbox"/> <input checked="" type="checkbox"/>

Cash Call Information – For WBS Manager

SAP My Inbox

All Tasks (34)

Search

Reserved by You

Approval for Joint Venture cash call...  
Medium  
Due on Nov 16, 202...  
Within a Week

Reserved by You

Approval for Joint Venture cash call...  
Medium  
Due on Nov 16, 202...  
Within a Week

Hello User

Medium

JV Cash Call Approval

Approval for Joint Venture cash call 4001\_ACCAKMUL03\_0000000000 available in your role as Cost Center Owner

Document Information Cash Call

Cash Call Items Approval (3)

Joint Venture	JV description	Equity Group	Partner	Cost Center	Fund Currency	Fund Amount	Reason	Action
<input type="checkbox"/> 002000 Approve	OPERATED VENTURE	EG3	00000000 06	CC1234	USD	20000	Approved	<input checked="" type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> 002003 Approve	TEST JV 4	EG5	00000000 06	CC1234	USD	3000	Approved	<input checked="" type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> 002003 Reject	TEST JV 4	EG5	00000000 02	CC1234	USD	2000		<input checked="" type="checkbox"/> <input type="checkbox"/>

Submit Show Log Release

Cash Call Information – For Cost Center Owner

SAP My Inbox

All Tasks (33)

Search

Reserved by You

Approval for Joint Venture cash call...  
Medium  
Due on Nov 16, 202...  
Within a Week

Hello User

meenakshi.a.n@acc... Medium

Reserved by You

Approval for Joint Venture cash call...  
Medium  
Due on Jul 15, 2023, 10:14 AM

JV Cash Call Approval

Approval for Joint Venture cash call 4001\_ACCAKMUL03\_0000000000 available in your role as Order Manager

Document Information Cash Call

Cash Call

Cash Call Items Approval (3)

Joint Venture	JV description	Equity Group	Partner	Order	Fund Currency	Fund Amount	Reason	Action
<input type="checkbox"/> 002000 Reject	OPERATED VENTURE	EG3	00000000 06	ORD4567	USD	20000	Rejected	<input checked="" type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> 002003 Approve	TEST JV 4	EG5	00000000 06	ORD4567	USD	3000	Approved	<input checked="" type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> 002003 Approve	TEST JV 4	EG5	00000000 02	ORD4567	USD	2000	Approved	<input checked="" type="checkbox"/> <input type="checkbox"/>

Submit Show Log Release

Cash Call Information – For Order Manager

## User Interface – Second Level Approver

Approval for Joint Venture cash call 4001\_ACCAKMUL03\_0000000000 available in your role as JV Supervisor

Created On: 2021/11/15 10:14:14      Status: Reserved  
Priority: Medium

Document Information    Cash Call    History

Company Code: 4001  
Batch No: ACCAKMUL03  
Effective Date: 20211112  
Posting Date: 20211112  
Posting Period: 11  
Operational Month: 202111

Cash Call

Cash Call Items Approval (1)

Submit    Show Log    Release

Header Level Information

Approval for Joint Venture cash call 4001\_ACCAKMUL03\_0000000000 available in your role as JV Supervisor

Document Information    Cash Call    History

Cash Call Items Approval (1)

Joint Venture	JV description	Equity Group	Partner	Cost Center	WBS	Order	Fund Currency	Fund Amount	Reason	Action
<input type="checkbox"/>	002000 OPERATED VENTURE	EG3	000000 0006		00000418		USD	20000	Approved	<input checked="" type="checkbox"/>

History

UserID	Equity Group	Partner	Cost Object	Role	Comments	TimeStamp
[Redacted]	EG3	0000000006	00000418	WBS Manager	Approved	2021/11/15 10:14:05

Submit    Show Log    Release

History – to view the record of the previous approval levels with comments, if any.

## User Actions

The First Level approver and Second Level approver can make one of the following decisions, at a line-item level

The screenshot displays the SAP My Inbox interface. On the left, there is a list of tasks under 'All Tasks (31)'. The main area shows a task titled 'JV Supervisor Approval' with the description 'Approval for Joint Venture cash call 4001\_ACCAKMUL03\_0000000000 available in your role as JV Supervisor'. Below this, there are tabs for 'Document Information', 'Cash Call', and 'History'. The 'Cash Call' tab is active, showing a table of 'Cash Call Items Approval (1)'. The table has columns for Joint Venture, JV description, Equity Group, Partner, Cost Center, WBS, Cycle, Fund Currency, Fund Amount, Reason, and Action. One item is listed with 'Approve' in the Reason column and 'Approve' in the Action column. The Action column contains two buttons: a blue tick icon and a blue cross icon, both highlighted with a red box. Below the table is a 'History' section with a table showing a previous approval by 'WBS Manager' on 2021/11/15. At the bottom right, there are buttons for 'Submit' (highlighted in green), 'Show Log', and 'Release'.

Joint Venture	JV description	Equity Group	Partner	Cost Center	WBS	Cycle	Fund Currency	Fund Amount	Reason	Action
002003	TEST JV 4	EG5	0000000005	0000000005	00000128		USD	3000	Approved	<input type="checkbox"/> <input type="checkbox"/>

UserID	Equity Group	Partner	Cost Object	Role	Comments	TimeStamp
[Redacted]	EG5	0000000005	00000128	WBS Manager	Approved	2021/11/15 10:11:08

1. Approve - Click **Tick** button (highlighted in red box) to approve the line item
2. Reject - Click **Cross** button (highlighted in red box) to Reject the line item
3. Submit – Click **Submit** button (highlighted in green box) to post the approved items to SAP S/4 HANA



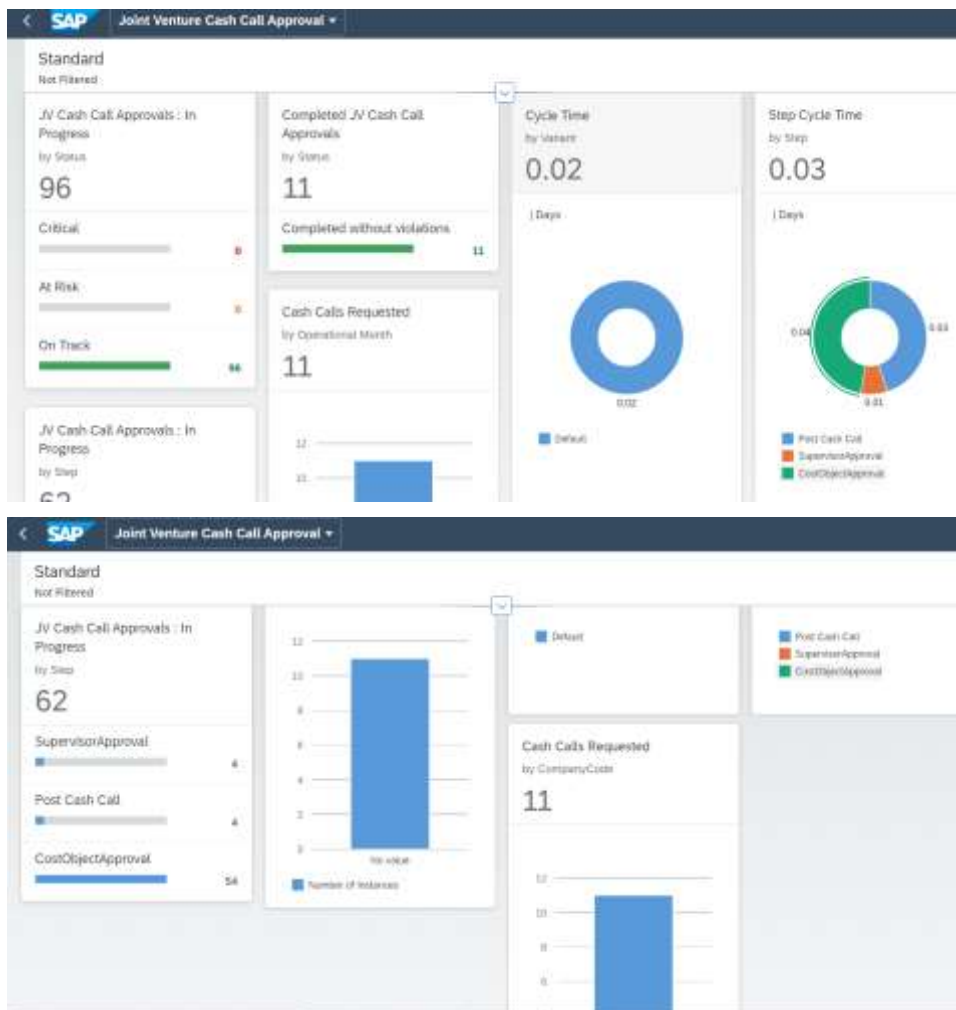
# Process Visibility Workspace

Process Visibility capability in SAP Workflow Management 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 JV Cash Call Approval Process package provide out of the box visibility to process performance indicators for all the deployed process variants in SAP Workflow Management. A process owner or line of business expert will be able to enhance the visibility scenario.

## Access Process Workspace

1. Go to Process Flexibility Cockpit
2. Select JV Cash Call Approvals
3. Click Live Process Insights – JV Cash Call Approvals
4. User will see the below detailed process visibility screen.



Please go through [help documentation](#) on how to access process workspace.