

Reading Sample

This chapter provides an overview of how business workflows function in the funds management module. It introduces workflow objects within funds management and describes the available configuration for this domain, providing examples of basic settings that can be configured in the workflow domain for the relevant funds management business workflows. In this chapter, you'll learn how to set up workflow roles and see workflow definitions in action for three different business examples.

-  **"Workflows"**
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-  **The Author**

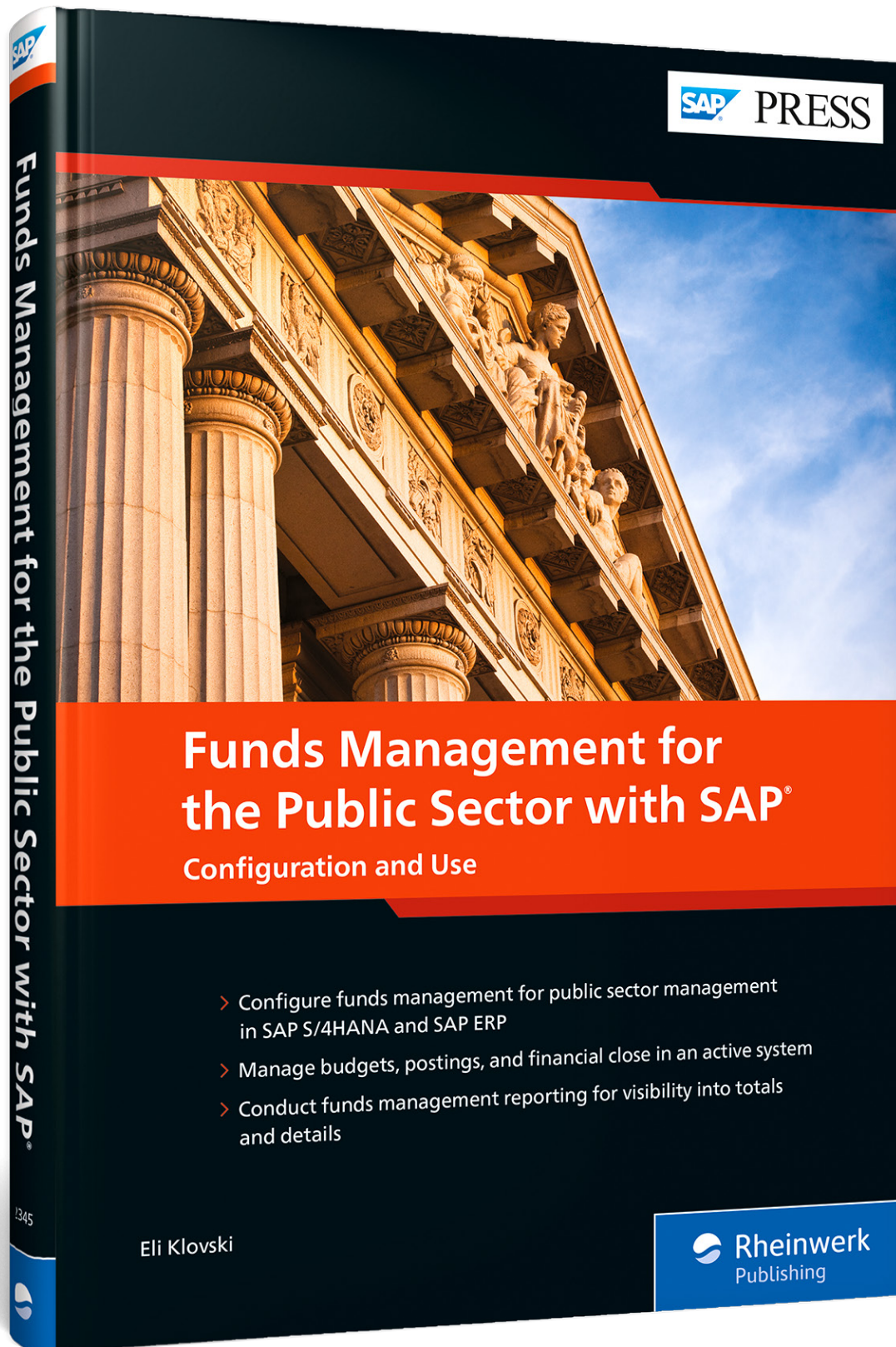
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Chapter 7

Workflows

Workflows are an integrated part of almost any financial corporate system, implemented in organizations who use budget management functionalities. The role of workflows is difficult to underestimate, as the inability to define a workflow in compliance with user requirements could lead to stalling a business procedure. Therefore, this chapter describes the configuration of workflows in funds management, even if the standard customization settings related to this topic are very limited.

The purpose of this chapter is to describe the possibility of introducing a workflow in funds management business workflows related directly to funds management account assignment elements. We won't describe in detail how an SAP workflow should be built, as workflows on funds management objects don't differ much from any other object within SAP to which workflows are applicable. We'll briefly introduce the workflow objects within funds management and specific configuration available for this domain, and give an example of basic settings to be configured in the workflow domain for the relevant funds management business workflows.

7.1 Workflow Roles

Workflows, directly associated with funds management documents, are related to budget documents, earmarked funds and fund transfers, and, eventually, to requests. Requests, being a very specific funds management transaction mainly used by governmental institutions, aren't described in this book. Therefore, we won't elaborate on workflow details related to it. Nevertheless, the customization points we'll describe in this section can be referred to as requests, and they refer to earmarked funds and fund transfers.

We'll start with the definition of workflow roles, which will allow us to deviate the workflows to a proper agent based on the amount of the document and/or its funds management account assignment by standard configuration settings. The root IMG path for the defining roles in funds

Defining
workflow roles

management workflows is **Public Sector Management • Funds Management Government • Workflow:**

Create document classes

■ **Role Definition • Stipulate Document Classes**

As a first step, we should group the documents in the classes according to our business needs. You can use the classes predefined by SAP or create your own, as shown in Figure 7.1. Further, you can assign document categories representing earmarked funds or budget documents to those classes. The workflows will be defined on this basis.

Doc.class	Description
BCSBU	BCS Budget
BUDGT	Budget
FBLC	Blocking
FCOM	Commitment
FFOR	Forecast of revenue
FPRE	Funds precommitment
FRRES	Funds reservation
RE	Funds reservation - general
TRANS	Funds Transfers

Figure 7.1 Creation of Document Classes for Funds Management Workflows

Assign document category

■ **Role Definition • Assigned Document Category to Document Class**

Once the classes are defined in the system, we can assign document categories to them or revise the definition predefined by SAP. Figure 7.2 provides an example of available document categories, which can be grouped under the same class or split in several according to the business requirements for workflow processing. Then, in Figure 7.3, we assigned the **002** category, which refers to **Funds transfer**, to the class we defined in the previous customization point. You can assign more than one document category to a class.

Doc cat.	Document class	Document Category Short Descript.
40	RE	002 Funds transfer
50	RE	020 Funds Block
60	FFOR	030 Funds reservation
900	BUDGT	040 Funds precommitment
910	BCSBU	050 Funds commitment
		060 Forecast of revenue
		600 Fiscal Year Change

Figure 7.2 Assignment of Document Category to Document Class

Doc cat.	Document class
2	TRANS

Figure 7.3 Assignment of Document Category to Document Class: Example

■ **Role Definition • Define Funds Management Account Assignment Groups**

Define account assignment groups

The next step is to define funds management account assignment groups that organize workflows segregated on those dimensions. Let's assume you want different workflows for documents assigned to fund source **MAIN** and those transactions that are assigned to fund source **EXTN**, but only when they're executed in **Funds Center A1**. In order to ensure this segregation, you can define account assignment groups, which are year- and funds management area-dependent, as shown in Figure 7.4.

FMA	Year	FM AAG	Commitment Item	Funds Center	Fund
T001	2022	MAIN	*	*	MAIN
T001	2022	EXTN-A1	*	A1	EXTN

Figure 7.4 Creation of Funds Management Account Assignment Groups for Workflows

■ **Role Definition • Define Funds Management Amount Groups**

Create amount groups

In addition to funds management account assignment groups, you can also create groups for amounts of the transactions subject to a workflow. For example, if you opt for a light workflow for small amounts and a heavier one for bigger amounts, this is the way to proceed. Amount groups, contrary to funds management account assignment groups, aren't year-dependent, as shown in Figure 7.5.

FMA	Amount grp	From amount	To amount	Curr.
T001	10K		10,000.00	EUR
T001	B10K	10,000.01	999,999,999.00	EUR

Figure 7.5 Creation of Amount Groups for Workflows

■ **Role Definition • Define Funds Management Role Definition**

Define funds management workflow role

Once all the prerequisites are made, we can define the funds management workflow role, as shown in Figure 7.6. You create a workflow level (a workflow can have several levels), assigning it to document class and stipulating the activity (approval, rejection, etc.). Note that the roles are year-dependent, and you'll have to redefine them for each new year. Once the header settings are done, you can proceed to defining the details of the role, in terms of funds management account assignment

and amount groups it should be applicable to. As a final note, you affiliate a workflow agent to this role. Figure 7.7 shows this in detail.

Dialog Structure		Header entries for role definition				
▼ Header entries for role definition		WF level	Doc.class	Activity	FM ...	Fisc....
▪ Role definition entries		1	TRANS	01	T001	2022

Figure 7.6 Define Funds Management Role for Workflows

WF level	1	Funds Transfers
Document cl	TRANS	Approve
Activity	01	Budget T001
FM Area	T001	
Fiscal Year	2022	
FM act ast grp	EXTN-A1	* A1 EXTN
Amount group	10K	0.00 10,000.00 EUR
Object Type	S	Position
Agent ID	50000245	UNIT AUDIT A1

Figure 7.7 Define Funds Management Role for Workflows

Define workflow resolution reasons

■ **Stipulate Reasons for Decision**

The final customization point related to funds management workflows is defining the reasons that can be selected by workflow agents when they give their resolution on the workflow item. You can define whether the reason code is positive or negative and whether it's final. You have to make sure that the final reason is available for introduction only by the agents who have the proper authorizations to do so. Otherwise, the workflow could be inconsistent if it's terminated on the wrong level. An example of a workflow reason is shown in Figure 7.8.

Decision reason	A1
Explanation	Approval
Approval	<input checked="" type="radio"/>
Rejection	<input type="radio"/>
Final	<input type="checkbox"/>

Figure 7.8 Define Reasons for Workflow Resolution

7.2 Workflow Definitions

We'll now give examples of workflow definitions for three business flows in funds management that can be a subject for workflow: earmarked funds, pre-posted budget, and workflow on carry-forward commitments.

SAP provides standard workflow templates and standard tasks that you can use to build your workflow on the business flows mentioned. Those templates are designed to use the configuration settings we've previously shown and, thus, regulate the workflow events in alignment with the segregation duties defined in the workflow roles based on funds management account assignment groups and amounts. Activation of the workflow template is performed via Transaction SWETYPV. You'll then be able to choose from the following options:

■ **Workflow Templates for Earmarked Funds and Fund Transfers**

EMF template

Technical specs for this standard workflow template are shown in Figure 7.9. It's important to specify the object type it refers to (FMRE for earmarked funds and funds transfers), the template, and the receiver function module. The tasks affiliated with this template are: TS50000006 (**Decide on document approval**) and TS80500064 (**Decide on joint document approval**). Your organizational structure must have assignments to tasks 50000006 and 50000008 in order for the template to function correctly. Note that the standard template has two additional parameters that allow you to refine the workflow: MaxWFLevel for controlling the levels of a workflow, and DefineRole for determining whether all the lines in an earmarked fund are evaluated for establishing the agents who have to intervene for approval of the document.

Object Category	BOR Object Type
Object Type	FMRE
Event	CREATED
Receiver Type	WS50000016
Linkage Setting (Event Receiver)	
Receiver Call	Function Module
Receiver Function Module	SWW_WI_CREATE_VIA_EVENT
Check Function Module	
Receiver Type Function Module	
Destination of Receiver	
Event delivery	Using tRFC (Default)
<input checked="" type="checkbox"/> Linkage Activated	
<input type="checkbox"/> Enable Event Queue	
Behavior Upon Error Feedback	System defaults
Receiver Status	No errors

Figure 7.9 Example of Workflow Template Activation (Earmarked Funds and Fund Transfers)

Pre-posted budget document template

■ Workflow Templates for Pre-posted Budget Documents

As we've described in Chapter 3, documents can be pre-posted and trigger a workflow if the relevant setting is set on budget document type level. If the workflow is active (optional or mandatory) for a document type, then you can use one of the pre-defined templates SAP provides for posting of budget document. Templates WS12300025 and WS12300026 allow displaying of the budget workbench without a possibility to modify a pre-posted document, while the WS71700018 and WS71700021 templates make it possible to change the document in a workflow event. There's also a difference in the way the agent is notified about document rejection. While templates WS12300025 and WS71700018 simply inform about the rejection by email, templates WS12300026 and WS71700021 invite the initiating agent to create a new pre-posted document. There are only two approval levels in standard templates, and the organizational structure must have assignments to tasks 12300025 (decision on pre-posted budget document) and 71700008 (approval of budget document) in order for the templates to operate as designed. The object type to be used is BUS0050 and the trigger event is PREPOSTEDDOCCREATED.

Commitment carry-forward approval procedure template

■ Workflow Templates for Approval Procedure for Commitment Carryforward

This setting is dependent on whether you want to implement workflow in the procedure for commitment carry-forward during financial year closing exercise. We mentioned the customization setting related to this process in Chapter 6. SAP provides two standard workflow templates: one is designated for the commitments carry-forward without corresponding budget (WS12300144 with affiliated task TS12300121) and another for commitments carry-forward with budget (WS123000156 with affiliated task TS12300135). This last one is relevant only for two-level approval procedure. For more details about this setting, see Chapter 6. Be aware that for the commitment carry-forward workflow you should use a role definition that foresees no limitation on document amount and no restrictions on funds management account assignment, i.e., it should be linked to a group, which allows all funds management elements. Standard workflow template for commitment carry-forward can't be constrained by any of these criteria. The object type to be used with this workflow is FMCCFLOT and the event related is CCF_SELECTED. The function module to use for receiver function is SWW_WI_CREATE_VIA_EVENT.

7.3 Summary

In this chapter, we covered the configuration points related to workflows in funds management module. Standard settings aren't very numerous, and if you want to enrich the logic of your business workflows, you might need to develop your own algorithms. With this chapter, we've finished describing all principal configuration settings in funds management and can now proceed to outline transactions performed by business and/or key users of funds management module.

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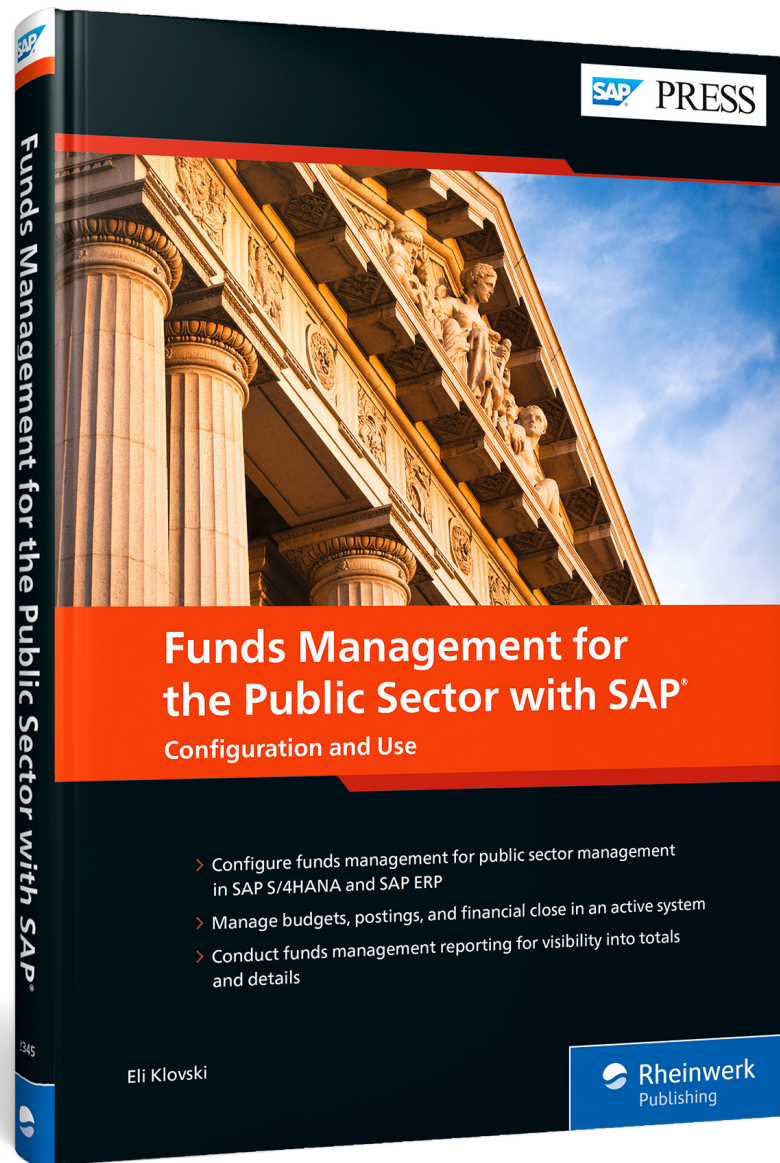
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Eli Klovski has worked for private and public sectors in several EMEA countries for more than 25 years, providing SAP ERP solutions in accounting, controlling, materials management, funds management, and project management for full-cycle implementations, roll-outs, business flow coordination, and data migration projects. Other IT ventures included BI implementations, data mining, and development of end-user applications.

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