SAP® Template Management for Initial Roll Out
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1 Summary

The SAP Solution Manager is positioned as an Application Management Platform for SAP centric solutions.

The major focus of SAP Solution Manager is the solution operation and optimization including the collaborative infrastructure between the customer and SAP Backoffice. This includes remote supportability as well as collaborative scenarios between the customer operation and the SAP Service organization.

Apart from solution operation, the SAP Solution Manager also provides an infrastructure for all over application management from requirement/change request management through design, build, test, deploy and operation/optimization with a major focus on change control.

Depending on the scope of the SAP Solution Manager processes being implemented and depending on the structure of the company, the SAP Solution Manager might be an easy setup or an implementation project itself.

The following content describes the Application Lifecycle Management possibilities in SAP Solution Manager on an initial template roll out example with references to test, change request capabilities and business process monitoring involvement at the end of implementation processes.

2 General Explanation

2.1 What is a Project and What is a Solution

As shown on the picture below, the Project or Solution is just the view of the business process information. All projects in SAP Solution Manager provide information how business processes are going to be used in the future not only with respect to business process re-design but also for new business process implementation.

The Solution, on the other hand, contains information how business processes are currently used in a productive environment.
2.2 Template Project

This project type can be used to create and distribute a template. A template defines your project structure, or parts of it, with its assigned objects (documentation, test cases, IMG activities, development and training material), available to other projects in form of a template.

You can lock templates, completely or partially, against changes when they are used in other projects. In case several SAP Solution Manager systems are used, templates can be transported from one central system (where the structures and assignments are defined) to others.

Additionally, the Template Project offers the possibility to translate the project structure (business scenarios, processes and business process steps). It is also possible to translate the content of the documents within KW functionality where they are stored.

Template Projects are especially suited to SAP Partner Solutions or Global Roll Outs.

Typical Use Case in ALM:

1. Definition and documentation of global business processes and their preparation for roll outs. The preparation of the global processes can comprise business process flow, transaction assignments, descriptions, documents, configuration and development assignments as well as pre-definitions of test cases and training material. The more content prepared in the template the easier the roll out from a documentation perspective.

2. As business process library connected to a modelling tool to manage changes and redesigns of business processes. Except the business process flow changes all other assignments like documents, IMG objects, test cases or similar will be done in SAP Solution Manager. This use case can be combined with the roll out use case.

2.3 Implementation Project

This project type can be used to implement business processes in an SAP landscape. Therefore, a project structure from the business processes has to be created. You can either create a new project structure, or base it on any one of the following:

- one or more templates
- existing project(s)
- scenarios and configuration structures delivered by SAP (Business Process Repository)
- an existing production solution landscape for long-term changes on productively-used business scenarios
Typical Use Case in ALM:
Implementation project can be used for two typical use cases:
1. Implementation of new business processes where the scope definition can be made based on:
   a. Pre-defined business processes from a template project. Pre-defined business processes can be changed accordingly to global attributes defined in the template.
   b. Normal implementation without template pre-definitions (manual business process creation and documentation). Here, the business processes can be created and changed independently during the implementation.
2. Long term changes on productively used business processes stored in a Solution. Those business processes can be redesigned in this project (without system upgrade) and afterwards all deltas are hand over to the Solution.

2.4 Maintenance project
The maintenance project can be used to maintain changes in the productive environment (Solution).
   - in Change Request Management. The project contains all maintenance activities and urgent corrections of a Solution.
   - in Check Out/In for Business Processes re-documentation/changes from the Solution Directory. These changes will be performed then in maintenance project linked directly to the Solution

Typical Use Case in ALM:
Assignment to a solution with activated Check Out/In functionality can be used to reflect all changes done to productively used business processes and their documentation during the maintenance cycles. These are typically small transactional corrections or configuration tasks.
Types of possible changes:
   - Urgent correction: in case of errors and hot fixes, this usually has no impact on the business process documentation (back to designed behaviour).
   - Normal corrections: pertains to all changes on a business process or business process step which can be completed within a short period of the maintenance cycle. This typically small re-involves minor re-configuration or additional small developments. These changes shall be reflected in business process documentation.

2.5 Upgrade Project
A project to upgrade existing systems. In an upgrade project you can:
   - Upgrade customizing: Upgrade existing functions and/or
   - Delta customizing: Copy additional functions
Typical Use Case in ALM:
Redesign of business process and their documentation caused by a technical upgrade of the system(s) on which they are running. The upgrade project is typically based on a Solution with the latest up-to-date process documentation.

2.6 Projects and Solutions Dependencies
Usage of application management in SAP Solution Manager creates an information flow and data exchange between a project and its operational areas. The information flow is shown in Figure 2-2 below.

![Figure 2-2 Information Flow between Projects and Solution](image)

As the same content (business process and attached information) will be re-used and passed not only to typical project phases such as design, realization, test and Go Live but also between project types and Solution, the requirements on the business process design can be very complex. Please refer to the chapter Business Process Design.

2.7 System Landscape for Template Management and Roll Out
Depending on the system landscape for managed systems, the template procedure in SAP Solution Manager can be different. Also within one landscape type several roll out strategies are possible with different SAP Solution Manager designs.
Centralized Landscape

Several Clients:
For cases where several different countries or plants have to be available in the same system but in different clients, you can use the typical template use case with separate template definition and roll out phases. The Roll Out phase can be represented in an SAP Solution Manager system through an Implementation Project. For a multiple-client landscape, the template project can be mapped to a logical component where assignment of the core clients could represent the DEV, QAS and PRD system types. However, the Roll Out project will reflect a different set of clients which has to be mirrored in a separate logical component. Thus, one of the first activities when creating a Roll Out project based on a template is the replacement of logical components. This can be done via mass change through transaction SOLAR_PROJECT_ADMIN under tab System Landscape using button .

Same Client:
For cases where several countries have to be rolled out one by one (no overlapping between roll outs), the first roll out can be used to define the template project. All succeeding roll outs can be performed in the same template project as delta information. All the objects can be flagged by using structure/object attributes. After every go live the relevant content will be hand over to a Solution. There is no need to replace the logical component in this case.

Decentralized Landscape
In contrast to a centralized system landscape, the decentralized system landscape has much more complexity in different variants and possibilities. Figure 2-4 below is a typical indicator for template management necessity. The complexity of this landscape can be again increased by a template-specific landscape (DEV+QAS).
In the case of a decentralized system landscape, the typical roll out use case can be utilized. The template content (global business processes) can be prepared in the template project. All relevant configuration or development objects can be assigned to the business process structures. This information can be used after roll out scope definition in order to identify all objects which are relevant for the rolled out business processes. After detection of relevant objects they can be transported into the appropriate landscape, activated, and the activation documented in a roll out project (implementation type).

Thus the use of the SAP Solution Manager template is dependent on the organizational aspects as well as the established landscape.
3 Building templates

The main idea of defining templates in SAP Solution Manager is to accelerate the roll out procedure and centralize business process documentation.

All roll out relevant end-to-end business scenarios will be defined in a general template project. Scenarios will contain module-related business processes which are usually executed one after the other. The business process descriptions and specifications can be assigned to the appropriate business process structure on tabs proposed in unit Document Management. Furthermore, assignment of transactions and configuration/development content for roll out can be documented.

This content will be captured in so-called Templates. These templates will be chosen by roll out projects as scope (1) and processed in the blueprint and configuration phase. The business processes can be blueprinted and changed by Roll Out team. During the configuration phase the configuration of the scenarios in appropriate system will be performed. The selection of relevant customizing objects and developments can be done based on the scope/content of the roll out project (2) (assigned end-to-end scenarios).

After activation the customizing will be transported into the test system (4) where it can be tested centrally from SAP Solution Manager (5). After successfully testing, the content can
be transferred in SAP Solution Manager into a Solution (6) while the transport requests can be released for production (7).

Show how this procedure is executed in SAP Solution Manager.

### 3.1 Template preparation

#### 3.1.1 Business Process design

Proper business process design and appropriate grouping into Scenarios are key decisions when starting ALM in SAP Solution Manager. By choosing the wrong design you can restrict the re-usability of the content for purposes like testing or business process monitoring. Business processes itself should be appropriately organized in business scenarios where you have the possibility to use module-oriented scenarios or combine module-oriented business processes into end-to-end business scenarios.

In general there are two ways (SAP Module,- or End-to-End oriented) how business processes can be designed in SAP Solution Manager as described below.

The visibility and reporting capabilities can be increased through structure attributes.

**3.1.1.1 Definition Business Scenario, Process and Step**

- **Business process step** is mostly related to a transaction, background job, web UI or similar system activities. Sometimes it could make sense to also document some activities within the business process flow. However, the majority would be transaction related.

- **Business process** is a collection of business process steps grouped by a certain criteria like business content or SAP Module oriented

- **Business Scenario** contains business processes executed one by one to execute a operational procedure. There is also possibility to organize scenarios by business unit, SAP module or other kinds of grouping (e.g. template-related)

Please be informed in this context about the restrictions in regards to the size of business scenarios described in the SAP Note 1345599.

**3.1.1.2 End-to-end oriented business process design**

Though, it is difficult to define what end-to-end really means. Consequently, this definition makes most difficulties on the beginning of business process documentation and are mostly connected with organizational aspects (who may see what, how monitoring will be organized, and so on). However this is the most re-usable business process model. Apart from documentation purposes, the clear re-use of this business process design is in test capabilities, interface documentation and business process monitoring. It would be recommended to use structure attributes or custom attributes for documents for all who organize the business process documentation in relation to SAP modules.
3.1.1.3 Module-oriented business process design

In a module-oriented business process you typically describe business process steps which belong together and are executed one after the other in just one module. However, to increase the quality and further possibilities in SAP Solution Manager it would be recommended to additionally represent steps from predecessors or successor (documentation of Interface Scenarios) as shown in following graphic.

Advantages:
- Clear separation of processes by SAP Module (mostly combined with Module-based Business Scenarios)

Disadvantages:
- Additional work to build test-related business processes
- Without “interfaces” to other business processes no possibility to document system interfaces
Therefore a better option is to document in this model at least the connections to other business processes highlighting also interfaces as shown on the following Figure 3-3.

![Extended Module-Oriented Business Process Design](image)

**Figure 3-3** Extended Module-Oriented Business Process Design

### 3.1.1.4 Business Scenario Definition

To combine both models you can also compose end-to-end business scenarios made by a mixture of module-oriented business processes which are executed one after the other to perform a business activity.

![Business Scenario Execution (1)](image)

**Figure 3-4** Business Scenario Execution (1)

In this case the Graphic tab at scenario level can be used to document the order in which the business processes will be executed.

The ways by which business scenarios are organized also defines how they can be rolled out by templates *(Template as Information Provider)*.

### 3.1.1.5 Possible sources for business process information.

There are three main possibilities how to bring business processes into SAP Solution Manager:

- **Manual creation** using Transaction SOLAR01. The detection of business processes can be done centrally in SAP Solution Manager in the template project itself. In this
case all responsible departments would document relevant business processes in quality described in chapter 3.1.2 Roll Out content

- **Upload** of business processes and documentation using XML interface. Using this most effective migration solution you can collect business processes, transactions, system information and all documents which have to be represented in SAP Solution Manager in an MS excel file, convert it to XML format (consulting) and upload it using the report RS_SA_PROJECT_IMPORT into a project. In the 7.1 release of SAP Solution Manager this possibility is provided in standard.

- **Business Process Repository.** SAP Solution Manager provides a library of standard business processes. These business processes can be entered using the transaction SOLAR01, re-organized (if necessarily) and re-documented.

In all three cases the business process content can be verified using **Solution Documentation Assistant** against the system landscape. Please refer to the information about Solution Documentation Assistant using following link: [SAP Help for SolDocA](#)

### 3.1.1.6 Structure Attributes

As of support package 15 (EHP 1) for SAP Solution Manager 7.0, it is possible to define and use structure and object attributes. Structure attributes can support all types of filtering or reporting capabilities during typical project phases like blueprint, configuration, test or after Go Live in maintenance. The biggest advantage of structure and object attributes is that those attributes compared to keywords can be copied with the structure, wherever the structure is re-used (Template ➔ Roll Out ➔ Solution ➔ Maintenance).

Once assigned, structure attributes can also be adjusted with the **Compare&Adjust** functionality using transaction **SA_PROJECT_UPGRADE**. This ensures that all changes done to attributes and their assignment to the business processes or business process steps will be current at all times through the entire business process lifecycle.

![Figure 3-5 Business Scenario Execution (2)](image)

**Show how this procedure** is executed in SAP Solution Manager.
3.1.2 Roll Out content

Business Process Structure
Aside from the business process structure in the Template Project you can also document technical objects like:

- **Transactions**: the assignment of transaction information to the business process steps defines which transaction(s) will be used to perform a certain business process step in the managed system. This information is usually defined during the blueprint stage and will be re-used for testing, business process monitoring, business process change analyzer and some others.

- **Configuration Objects**: all objects assigned in the configuration tab of a business process step or a business process itself documents the customizing views which have to be maintained to ensure that the business process/step runs as designed during the blueprint stage.

- **Development Objects**: all modifications are documented as an assignment of the developed object to the business process/step for which this modification was created for. Additionally, technical documentation for the modifications and extensions can be assigned and connected to the development object directly.

- **Test Case Descriptions**: the description how a business process step has to be tested (using the test object = transaction assigned to the business process step) are assigned to appropriate structures. During the creation of a test plan, the test case descriptions can be chosen and selected into the test scope as a test case (together with assigned transactions)

- **Training Materials**: the training documents describing how a transaction has to be used by end users in the context of the business process can be assigned on the business process step on the Training tab. These documents can be used to create learning maps and distribute them to the end user groups.

- **End User Groups**: the assignment of predefined End-user groups can be made to document which business process step is used by which group. This assignment can be used as filtering criteria for learning map creation.

3.1.3 Definition of content changeability (global attributes)
The changeability of the SAP Solution Manager content assigned to the business process structures in any succeeding Roll Out Project can be managed by Global Attributes. These attributes can be assigned to the business scenarios, business processes and to all steps on the **Structure** tab in transaction **SOLAR01** for the Template Project. For better processing and to speed up the assignments you can use the mass change possibility using button “Pass On Global Attributes”. Global attributes can manage the changeability with respect to changes in the structure:
Figure 3-5 Global Attributes (1)

Or documents assigned to the business process structures:

Figure 3-5 Global Attributes (2)

The impact of these global attributes on the roll out content can be changed using BAdI BADI_SA_DEFINE_GLOBAL_ATTR. Alternatively, you can create your own global attributes using the same BAdI.

The availability of those attributes in SOLAR01 can be switched for the project in its administration (SOLAR_PROJECT_ADMIN).

3.1.4 Document Management

Document Type

SAP Solution Manager uses predefined document types to document business processes and steps. The predefinition of those re-usable documents types can be done centrally by uploading document templates into SAP Solution Manager. Therefore all relevant forms and
templates can be uploaded into SAP Solution Manager to make them available for later documentation during the blueprint or configuration project phase.

**Recommendation:** Define and use customer-specific document types created in a customer name space (Z* or Y*).

Show how this procedure is executed in SAP Solution Manager.

**Status Schema**

Sometimes several document types require specific status values assigned to the document at a specific situation. This is enabled through the status schema. You can assign just one status schema to exactly one document type.

**Recommendation:** All status schema should end with a common released status. This simplifies the handover procedure to Solution after go live of a Roll Out Project.

Show how this procedure is executed in SAP Solution Manager.

**Possible assignments**

Based on the document types, the documentation of business scenarios, processes or steps can start. Therefore you can create new documents on several tabs in transactions SOLAR01/02 based on the document types.

The assignment of documents to structure and storage on a specific tab is very customer specific. However there are just a few rules to be considered with document assignment:

- The lower the level of the information, the better. This means the more granular a document is, the better for later handling of the documentation.

**Business Process Step Example:** Create purchasing scheduling agreement (transaction ME31L)

**General Documentation Tab:** contains documents describing the design of transaction ME31L (functional specification or additional documentation…)

**Project Documentation Tab:** project related documentation for ME31L

**Configuration Tab:** document describing configuration needed for transaction ME31L (Configuration objects and descriptions, Authorization Roles…)

**Development Tab:** All developments needed to run the transaction ME31L (Technical specifications, Development forms…)
**Test Case Tab:** Test case descriptions. All types of user tests can be represented by different document types. Additionally, test data document can be assigned at business process level.

**Training Materials:** All kinds of training documents which will be made available for an end user (simulations, presentations)

- Use of a common final status value for all document types (documents). All document types shall use the same or different status schema(s). Every status schema ends with the same common final status value.

- Reuse of documents by links. In order to decrease the number of documents you can link documents to the same business process steps used in different business processes (basic documentation). Additional documents describing the differences can be then assigned selective to the occurrence.

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Description</th>
<th>Structure</th>
<th>Tab</th>
</tr>
</thead>
<tbody>
<tr>
<td>ZCON</td>
<td>Configuration Description</td>
<td>Business Process/Step</td>
<td>Configuration</td>
</tr>
<tr>
<td>ZAUT</td>
<td>Authorization</td>
<td>Business Process/Step</td>
<td>Configuration</td>
</tr>
<tr>
<td>ZTSP</td>
<td>Technical Specification</td>
<td>Business Process/Step</td>
<td>Development</td>
</tr>
<tr>
<td>ZTCD</td>
<td>Test Case Description</td>
<td>Step</td>
<td>Test Cases</td>
</tr>
<tr>
<td>ZUT</td>
<td>User Training</td>
<td>Step</td>
<td>Training Material</td>
</tr>
<tr>
<td>ZINT</td>
<td>Interface Description</td>
<td>Interface Step</td>
<td>Gen. Documentation</td>
</tr>
</tbody>
</table>

Showed document types are just examples. You can create different document types depending on your own requirements.

Show how this [procedure](#) is executed in SAP Solution Manager.

### 3.1.5 Template as an information provider

Once the business scenarios, processes and steps are defined and all relevant assignments are made, you can start to create the appropriate template ID and assign them to the business scenarios on the **Structure** tab. After the assignments, the template can be released.

From now it is visible for all projects in the SAP Solution Manager system providing all assigned business scenarios, business processes and steps with all assignments. However the visibility of a template can be removed for maintenance purposes. During this period it is not possible to assign this template to an Implementation Project.
There are few rules for template creation:

- A template can only be assigned at business scenario level
- One template can be assigned to several business scenarios
- A template can be used in several Roll Out Projects
- There is no active versioning of template available

3.1.6 Interface Scenarios in Template

SAP Solution Manager provides the possibility to document interfaces between systems. Therefore a specific interface scenario structure exists where interfaces can be specified. For each interface you can specify the sending and receiving system, the type and technology. On the documentation tabs the interfaces can be documented and described.

Once the interfaces are documented, you can assign them to the appropriate business processes on the Graphics tab. This assignment of one interface can be done several times to several business processes. Thereafter, evaluating which interface is used for which process becomes very easy.

Once the interface is assigned to a business process in a template and the template is used for a Roll Out Project, the interface information will still be represented on the Graphics tab but the original will still be in the Template Project. In case the Roll Out Project decides to change the interface, they can resolve the external interface and thus, copy, the original interface into the roll out where it can be changed. The copy of the interface shall be done first after scope definition phase of the roll out project has been finished.

3.1.7 Template Testing

Defined global business processes and their configuration content has to be tested in the system where the template was developed. For this, the SAP Solution Manager functionality for testing (Test Workbench) can be used. Please refer to the chapter Roll Out Testing to get more information about the test functionality in SAP Solution Manager.

3.2 Template Roll Out Procedure

The scope for the Roll Out Project will usually be defined based on the pre-defined templates. After template selection in transaction SOLAR_PROJECT_ADMIN on the Scope tab all corresponding scenarios will be copied into the roll out project. Using the pre definitions, the business processes can be documented, configured and tested.
Before starting the Roll Out of predefined content, the system landscape has to be replaced by the Roll Out specific system landscape. This can be done by the mass change in transaction SOLAR_PROJECT@admin using button .

3.2.1 Implementation of predefined content
As all relevant IMG objects necessary to run business scenarios collected in the template are already assigned to the business processes, the procedure for business scenario/process implementation starts by evaluating customizing/development have to be activated for the Roll Out Project. Transaction SOLAR_EVAL can be started to detect these objects and could be centrally processed in this transaction as well. The activation status can be recorded and shown in the Configuration tab, in the row where the customizing object is assigned.

The same procedure can be chosen for documented transport requests assigned to the Configuration or Development tab. Thus, all assigned transports can be centrally processed via the task list (refer to chapter “Change Request integration into Template and Roll Out”)

3.2.2 Methodology for Roll Out (Roadmap)
For documenting the methodology of a Roll Out, the roadmap functionality can be used. Using transaction RMMAIN, you have access to standards like ASAP or upgrade roadmaps which are delivered by SAP. However, you can define create your own roadmaps in SAP Solution Manager using transactions RMDEF and RMAUTH. In this case customer-specific phases, tasks, and activities can be described and own accelerators can be provided (documentation how to proceed with the phase, task or activity).

Roadmap assigned later to the Roll Out project can be used as storage for all document types which helps to manage a project such as meeting minutes.
3.2.3 Document Management

All documents assigned to the business process structures of the template project (except for the Project Documentation Tab) can be directly linked to all roll out projects. However, in case a roll out project changes this document, the document will be copied. This new document will be renamed by the system to “Copy from <title of the document>” and the status will be set to initial status by the status schema assigned to the document template.

There is a possibility to keep documents in sync between the Template and all Roll Out projects. This means, in case the Roll Out Project changes a document provided by a template, the system will not copy it but will allow changes only on the original document. The authorization on the activity can be restricted to just a few individuals so that the changes can be controlled.

In this procedure, the document content changes will be visible immediately in all roll out projects.

This could make sense, for instance, with specifications for a global business process steps.

Show how this procedure is executed in SAP Solution Manager.

3.2.4 Template maintenance during Roll Out

In case the template content has to be adjusted and changed during an ongoing roll out, all changes (except for changes on document content) can be compared and adjusted also to all ongoing roll out projects using transaction SA_PROJECT_UPGRADE.

Compare&Adjust can be all new assignments or deletions on the following tabs:

- General Documentation
- Structure
- Transactions
- Configuration
- Development
- Test Cases
- Learning Material
- End User Roles

However the content changes have to be well prepared in order to be detected by the Compare&Adjust run and are dependent also on the system landscape where the template is built and rolled out.

Show how this procedure is executed in SAP Solution Manager.
3.2.5 Roll Out Testing
The information how the business scenarios, processes and steps have to be tested was already assigned to the structures in the template. Thus, the creation of test plans for a roll out project is already made easier. The project team (or Test Organization) has the option to organize tests based on the predefinitions or to correct it by assigning new test case descriptions.

Using transaction STWB_2 all necessary test plans for the roll out project can be created for scenarios or selected processes. Therefore the structure attributes assigned to the business processes can be used to create module-oriented test plans or based on other attributes.

The test plan can then be organized into test packages. These test packages can be set up as topic-related or with an end-to-end principle as a sequence. In the sequence you can combine the test cases and rebuild their order assigning these to several testers assigned to the test package.

A Tester can be automatically informed via workflow about the release of a test plan/test package where they are assigned to.

To report on the test results, you can use the central evaluation transaction SOLAR_EVAL which also delivers reporting for testing. If requested, BW integration can be activated to evaluate and combine the test results.

Show how this procedure is executed in SAP Solution Manager.

3.2.6 Training Management
After successful testing of implemented business scenarios, the end user has to be trained. If this training information has already been assigned in a Template Project to the business processes, it could be now distributed by using Learning Maps in SAP Solution Manager.

This functionality gives you the possibility to create end user group-specific learning maps and distribute or publish them in a specific knowledge transfer area.

The end user will get access to the documents provided in his learning map without the necessity of having a user in the SAP Solution Manager. All training materials collated in the learning map will be shown in display mode to the end user.

Show how this procedure is executed in SAP Solution Manager.

3.3 Go Live and Maintenance
There are just a few tasks from the tool point of view during the deploy phase of the Roll Out Project:

- **Creation of a Solution**: Solution is the place where the business processes with the entire documentation will be stored after Go Live.
o **Content copy from the Roll Out Project into Solution**: It is recommended to use the Work Center to copy the business processes from the Roll Out Project into the Solution. Once the content is copied, all documents will turn into “Copy from...” and will get initial document status. To fix this you can use the BAdI interface IF_EX_SOLAR_DOCUMENTS. All other objects will be directly copied from the project into the solution (structure and document attributes will be copied as well). If necessary, the Logical Components can be replaced by those representing the maintenance landscape.

Show how this procedure is executed in SAP Solution Manager.

o **Content Maintenance**: To perform changes planned on the productive content, it is recommended to create and assign a Maintenance Project to the Solution. Through activation of Check In/Out, the business processes will not be changeable in a Solution, but exclusively, in the Maintenance Project assigned to it. Optionally, the Change Request functionality can be activated for this Maintenance Project.

Before every maintenance cycle, the planned normal corrections can also be reflected in the checked out structures where documentation and further assignments can be adjusted.

However business process changes cannot be performed in a maintenance project but just in the template. The re-designs on productively-used business processes can be then performed in so-called Long Term projects as a second roll out. How to use this will be described in a separate document focusing on the Implementation Project type.

Show how this procedure is executed in SAP Solution Manager.

o **Adjustments after Maintenance Cycles**: All changes on the business scenario/process and step context done during the maintenance should be also reflected in the template project. Therefore the Compare & Adjust functionality can be used to roll in into template all changes done in maintenance cycles.

### 3.3.1 Roll In into Template

In case one of the rolled out plants has to localize business processes provided by a template, it is possible to change it directly in a Roll out Project. The changeability is possible according to global attributes assigned to the business process structures. Alternatively, the business processes/scenario has to be copied and the changes performed on the copy (original can be taken out of scope).
After a local variant of a scenario/business process has been implemented, the documentation and all changed business processes can be rolled in to a Template Project. This procedure has to be performed manually using the input help in a specific area of the template project reserved for local variants or half-automated using extended Compare & Adjust.

In order to make the new variant available for succeeding Roll Out Projects, it has to be included into a template which will roll out just scenario/process variants.

Show how this procedure is executed in SAP Solution Manager.

4 Change Request integration into Template and Roll Out

To manage all changes done to all relevant roll out development system, you can use the Change Request functionality. This functionality can be used for building the template landscape to be rolled out to the implementation. In this case all transport requests created during the template preparation can be assigned additionally to the business process structures to better track which business processes need which development and configuration.

In case of a central client concept, Change Request Management can be activated for a Roll Out Project only. Since most of the content is client-independent, it is necessary to document client-dependent configuration/development.

Activating the ChaRM flag for your project you will allow the system to control all changes planned for the maintenance system landscape in so called maintenance cycles.

4.1.1 Method

After configuration and activation of standard ChaRM functionality in your system you will be able to use the workflow based functionality. So whenever a change necessity is detected (possible integration into SAP Solution Manager Service Desk), the change can be requested by so called Change Request. This transaction type is used for approval workflow tasks. During the workflow the change will be categorized (see 4.1.2 Change Types) and approved or rejected by a change manager. Once the change has been approved, the system will create another transaction type (based on the categorization) called Change Document. This type is used to perform all development activities aligned to the approved change request. Typical tasks here are:

- Creation of a Transport Request
- Logon to relevant system to develop/test/validate the requested functionality
- Testing
- Organization of transport (depending on Change type)
4.1.2 Change Types

There are four main Change Types delivered in Standard which can be used by default (as a copy of the SAP origin):

- **Normal Correction**: You use this process to make regular corrections in your maintenance landscape and to implement planned features in your development landscape. Normal correction workflow is in strong dependency of maintenance cycle phase.

- **Test Message**: You use this type during testing for corrective development.

- **Administration Changes**: This type is used for all system changes which cannot be included in a typical transport request. An example here would be number range.

4.1.3 Phase change (Task list)

The management and switch of maintenance cycles is performed in a task list. The task list is a collection of all typical activities during a project.

When activating Change Request Management for a project on the ChaRM tab in transaction SOLAR_PROJECT_ADMIN, the system will create a task list in the background. All changes done with the project context to the managed system(s) or client will then be centrally recorded, collected and managed by this task list.

The task list can then be used for:

- Creating transport requests and tasks
- Scheduled and/or on demand import.
- Creating transport of copies
- Security functionalities like Cross System Object Lock and Critical Objects Check
- Retrofit for n+1 landscape
- Reporting capabilities
- Transporting non-ABAP objects through the integration with CTS+

The Change Tracking function of Change Request Management allows you to track everything that relates to changes within the context of a Solution Manager project, or an IMG project. You can track all transport requests from the system where they are created to the systems/clients into which they are imported. Within the project context, all transport requests that belong to a particular project can be tracked across all the systems in the project landscape. You can navigate into the transport logs, and into the import queue, as well as into the corresponding service transaction or task list. You can also navigate into the Solution Manager project, the satellite IMG project, or the CTS project.

4.1.4 Business Process integration for document management

Change Request Management can not only be used in a Maintenance project but especially in connection to a Solution imbedded into a check out/in procedure already. By using this variant, you create a Change Request related directly to a business process or its steps. So the information about existing Change Request will be available not only in the business process structure but also in Change Request and thus also in Change Document on the Context tab. With this method you can combine the technical work with documentation tasks liking directly to the Change Request Management to the business process documentation.
The **Context** tab can also be used for direct check out the business processes into the maintenance project (taking into maintenance) and checking it back after successful testing. Following this procedure the change documentation is always in sync with the technical realisation.

Also for other project types like **Template**, **Roll Out** or **Long Term** project the **Context** tab in Change Request can be used to document which process the Change Request is relating to. With this documentation you have a direct link to the business process documentation from Change Request/Document.
5 Organizational aspects for template roll out in SAP Solution Manager

The use of SAP Solution Manager as an implementation tool also brings the need to ensure the quality of all activities done in this tool. A proven method is to establish a quality assurance team for ensuring all basic activities in SAP Solution Manager are performed correctly:

There are several areas where governance is needed:

- **System Landscape**: The system landscape information is the foundation for nearly all SAP Solution Manager functionalities. In this area, the quality assurance team should have access and authorizations to create and change managed systems as well as the creation of all necessary RFCs to all appropriate clients. The systems can then be grouped in Logical Components. These Logical Components will be used for all current and for the future planned projects.

- **Standard and design definitions**: to ensure the consistency of all standards used in projects like document types, status schemas, structures, and document attributes, the group should also attend to design questions and decisions building the ALM in SAP Solution Manager as well as the decisions which non-SAP tools has to be used for ALM purposes.

- **The aim of this team should also be the insurance the correctness of the business process design and its quality. While the granularity of the business processes has to be ensured (please refer to the chapter “Business Process design”), the assignment handling has to be guaranteed as well.**

- **Possible services** for incoming projects:
  - **Project Consulting** (which processes, project type and so on). Before a new project starts, the quality assurance team could discuss with Project Management how to perform the project and how SAP Solution Manager can support them in this purpose. Possible re-use of already existing business processes or documents has to be discussed.
  - **Project Creation**. Central activities in SAP Solution Manager like creation of a project, assignment of a project landscape could be offered to the project team as a service. This will also ensure the quality of performed tasks.
  - **Standards Review**. Definition of quality control points (Quality Gate) and regular checks of business processes and documentation quality.
  - **Business Process Design Consulting**. Assurance that all new projects follow the same procedures and design to allow re-usability in ALM.
  - **SAP Solution Manager Consulting**. This central team is the main contact point for all requests regarding SAP Solution Manager functionalities. Thus, all customizing and/or development activities have to be approved and activated by this team.
  - **Knowledge Transfer**. Every new project team has to be trained how to use SAP Solution Manager functionalities especially for questions with respect to handling of documents, how to make developments, clarification of customizing tasks.
6 Authorizations

6.1 Projects

You can differentiate between two options

Restrictions between projects:

You could use the authorization object S_PROJECT. Depending on the number of implementation projects, you could:

1) Assign the authorization for specific projects to the object (PROJECT_ID → Project name) for which the user can have access.

2) Work with a pre-defined name space for the projects (e.g., Implementation Projects begins with I; Template Projects with T). Afterwards you prepare the object S_PROJECT for several users (one group has PROJECT_ID = I* and the other PROJECT_ID = T*).

Authorization object S_PROJECTS and S_PROJECT can be found, for example, in the role SAP_SOLAR_PM. Please copy the role and set it up.

Restrictions within a project (structure):

The setting "Restrict changes to nodes in project to assigned team members" can be activated in SOLAR_PROJECT_ADMIN on the Team Members tab and allows changes to nodes in SOLAR01/02 where the user is assigned. All other nodes will only be in display mode.

6.2 Document Management

Standard Solution: restrictions within a project.

This Solution is based on standard functionality of Solution Manager which restricts changes to nodes in a project to assigned team members. This flag can be set in transaction SOLAR_PROJECT_ADMIN on the tab Project Member. If you check this box, only team members who are assigned in the Administration tab can work on the nodes of a project structure. Other team members can only open the tab in display mode.

You need change authorization for the tab (authorization object AI_SA_TAB), for the assigned team members to be able to work in the tab.

Using additional KW Folders

You can use different KW folders within one project. One KW Folder can be assigned to exactly one Folder Group against which the authorization for all included documents will be checked. Please follow the description to set it up in your system.

1) Please start this transaction for the area SAP Solution Architect and go to the menu Settings → Folder Groups. In this view you can create a folder group for the new folder.
2) Afterwards, start transaction SI80 and select the folder where the folder group should be changed. Go to the menu Folder → Attributes → Change (the context where you currently are should be equal to the Origin in the attributes of the folder; otherwise it will not be possible to change the folder group). Now you should be able to choose the folder group (created in step 1) using F4-help. Alternatively you can create a new KW folder and assign the folder group to it.

3) The folder group can be assigned to the authority object S_IWB. The parameter IWB_FLDGRP is usually equal to the project name of the folder created by the system during project creation. Afterwards you should be able to move special “top secret” documents to the newly created folder using the Attribute popup of the document and the button Replace Folder.

Alternatively, the assignment can also be possible when saving the document in Method HANDLE_EXIT_BEFORE_SAVE in Class CL_SA_IO_DOC using KW function modules.
7 Setup/Configuration and procedures

7.1 General Configuration

7.1.1 Definition of System Landscape – SMSY
SAP Solution Manager is the central access point for your landscape. If a new Managed System will be included, some basic configuration need to be executed in transaction SMSY either manually or automatically.

The following instructions describe how to create RFC connections between SAP Solution Manager and the Managed System. For details how to maintain a system in SAP Solution Manager, please refer to the basic configuration guide of SMSP (Solution Manager Starter Pack).

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select system and client from SMSY in SAP Solution Manager</td>
<td>![Screen Display Image]</td>
</tr>
<tr>
<td>For a new client, no RFC connections are established. Select the client and click button ‘Generate RFC with Assistant’.</td>
<td>![Screen Display Image]</td>
</tr>
</tbody>
</table>
Follow the wizard and use default values for creating RFC connections.

Select ‘Continue’. 
Create users for RFC connection, select ‘Continue’.

Create users for RFC connection, select ‘Continue’.
Select ‘Continue’.
Select 'Continue'.

The system logon screen will appear.

Input the user name and password for generating the RFC connection. 
*Note: this user should have authorization for RFC creation as well as Trusted RFC. (Please refer to SMSP configuration guide for details)*
7.1.2 Project Standards
To use document management in SAP Solution Manager, some adjustments and customization will be needed. This work for the POC will be documented and shown here.

7.1.3 Definition of Document Types
At least following document types shall be created in the customer system (example):

- ZBPD: Business Process Description
- ZCON: Configuration Description
- ZFSP: Functional Specification
- ZTSP: Technical Specification
- ZUT: User Training
- ZUAT: User Acceptance Test
- ZAUT: Authorization

Where to configure/how to do:

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Document Types</td>
<td><img src="image1" alt="Screen Display of Document Types" /></td>
</tr>
<tr>
<td>(transaction SOLAR_PROJ ECT_ADMIN menu GoTo → Project Template → Implementation Project, Template Project…)</td>
<td><img src="image2" alt="Screen Display of Implementation Projects" /></td>
</tr>
<tr>
<td>Select Documentation Type Tab</td>
<td><img src="image3" alt="Screen Display of Change Implementation Project Templates" /></td>
</tr>
</tbody>
</table>
Define Documentation Type (here: ZBPD)

Upload the template into the Documentation Type

New template has to be released in order to be available for later use

Possible corrections on the Documentation template
Further settings for the Documentation Type like:
Global availability, Several assignments possible, relevance for Blueprint document or status schema assignment.

7.1.4 Definition of Status Schema
Document Types shall be assigned to a customer specific status schema(s). All status schema shall contain customer defined status values like e.g.:

- Z_NEW
- Z_PROGRESS
- Z_APPROVAL
- Z_RELEASED

Status value Z_RELEASED shall be included into the table for Read Authorization

Where to configure/how to do:

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status Value Definition</td>
<td><img src="image" alt="Screen Display" /></td>
</tr>
<tr>
<td>(transaction SPRO)</td>
<td></td>
</tr>
</tbody>
</table>

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D-69190 Walldorf

Title: SAP Template Management
Version: 2.0
Date: 27.03.2011
Press “New Entries” and create Values

Save and record in a transport

Assign Status Values to Read Authorization
- Define Status Values for Documents
- Assign Status Values for Read Authorization
- Define Document Status Schemes
- Assign Status Scheme to Documentation Types
- Analyze Document Attributes before Deletion of a Document
- Change Document Attributes before Saving a Document

Select from the list of available Status Values
Definition of Status Schema

- Define Status Values for Documents
- Assign Status Values for Read Authorization
- Define Document Status Schemes
- Assign Status Scheme to Documentation Types
- Analyze Document Attributes before Deletion of a Document
- Change Document Attributes before Saving a Document

Create the Status Schema by pushing “New Entry”

Decide which entries shall be part of Status Schema

Assign Status Schema to Documentation Types

- Define Status Values for Documents
- Assign Status Values for Read Authorization
- Define Document Status Schemes
- Assign Status Scheme to Documentation Types
- Analyze Document Attributes before Deletion of a Document
- Change Document Attributes before Saving a Document
7.1.5 Adjustments on Blueprint Document

The functionality for creating the Business Blueprint is provided for all project types in SAP Solution Manager. Using it, you can create the blueprint document based on the content of all blueprint-relevant documents collected for the Roll Out Project (process description, functional specification or similar). The template of the blueprint document can be adjusted in customizing as shown.

Where to configure/how to do:

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Download of SOLARBLUEPRINT.DOC and correction (replacement of Logo).</td>
<td>![Diagram of Display MMG]</td>
</tr>
</tbody>
</table>
Change the template

Upload the template from the storage location where it was changed
From now on the customer version will be used to create a blueprint document.

7.1.6 Structure/Object attributes
Structure attributes are typically used for filtering purposes in templates, roll out projects, test plans and as a reporting help also in a solution. Therefore custom-defined tables can be used with a defined range of possible input values.

Where to configure/how to do:

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Customization in transaction SPRO</td>
<td><img src="image" alt="Customization in transaction SPRO" /></td>
</tr>
<tr>
<td>Creation of Structure/Object attribute “Area”</td>
<td><img src="image" alt="Creation of Structure/Object attribute “Area”" /></td>
</tr>
</tbody>
</table>
Decide which entries shall be used for the attribute (table assignment)

Assign attribute Z_SAP_AREA to objects

Attribute shall be available for structure nodes
7.1.7 Customer attributes for documents

For better reporting of documents in the design or configuration phase of your project, it is possible to create customer attributes for documents. The advantage of these attributes is their ALM accomplishment. This means that those attributes will be passed to all document copies done from the original documents. One possibility for such an attribute is the Project ID in which the document was created/changed. The information who changed the attribute and when it was changed will be logged through the history of the document. The customization described here is done with the example of Project ID as attribute.
**Where to configure/how to do:**

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create an attribute through transaction <strong>SPRO</strong></td>
<td></td>
</tr>
</tbody>
</table>

Create an attribute **"Project ID"**

Assignment of a table and field to which the attribute will relate
Active the attribute

Record changes in a package

Assign the newly created custom attribute to PHIO class SOLARGENSRC_V

New attribute has to be assigned to instance attributes
After saving, the new customizing has to be activated.

Result in SOLAR01/02 for document

After creation of the attributes, it might be necessary to refresh the buffer on servers (transaction SE33 for context IWB_CLASS_PROPS).

The same activities can be performed also for the attribute “SAP Component” to detect which documents belong to which SAP area.

### 7.1.8 Creation of reference folder

**Where to configure/how to do:**

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creation of a folder group ZREFERENCE (transaction SI23)</td>
<td>![Image of the screen display for creating a folder group]</td>
</tr>
</tbody>
</table>

![Diagram of the screen display for creating a folder group]
Creation of a folder group ZREFERENCE (transaction SI 23)

Folder Creation KW Folder "ZREFERENCE"

Assignment of the folder group ZREFERENCE (transaction SI 80)

Choose Area
After assignment of some project documents to this folder in a template project you will be able to change them directly from a Roll Out project (if your user is authorized for this authorization check against the folder group).

7.2 Template Project creation
To use the template project in SAP Solution Manager, there are several steps as follows to be maintained in the system:

- Templates creation
- System Landscape maintenance
- Business Process Structure Creation
- Assignments
  - Document
  - Transactions
  - Configuration, Development, Test Cases, Training Materials
  - Structure Attributes
  - Document Attributes
  - Reference Folder
- Template release
Template Project Creation

Enter the T-Code SOLAR_PROJEC T_ADMIN and then you will go to the project administration screen where you can start to create the project.

Project Landscape Maintenance

You can maintain the Template Project landscape in this tab.

Business Process Creation

a. Navigate to the business blueprint screen as follows

b. Go to the structure tab to type in the scenario names business processes and steps (in case of manual creation).
Business Process Assignments

a. Upload documents as follows:

b. Assign Transactions as follows:

c. Assign Configuration and Developments test cases and training material as follows:

d. Assign structure attributes as following in the business scenario node:
e. Assign document attributes as follows:

f. Define and document interfaces

Documentation can be assigned on the General Documentation Tab

Result:

g. Assign Interfaces to business processes
Template Creation and Release

a. Create templates

b. Assign template to scenarios

Assign Global attributes to business processes

And pass on global attributes
c. You may change the visibility of the project to public to release the project.
### 7.3 Roll Out

Template Rollout includes two parts: From the SAP Solution Manager side, create an Implementation Project which includes templates from a Template Project; from Development System side, it is necessary to transport/upload all related customizing and activate them or import transport requests according to local requirements.

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create an Implementation Project in SAP Solution through transaction SOLAR_PROJECT_ADMIN</td>
<td><img src="image" alt="Project Administration - SAP Solution Manager" /></td>
</tr>
<tr>
<td>Enter a title for the Implementation Project. Define the project language. <em>English</em> is recommended.</td>
<td><img src="image" alt="Change Project - ZIMPL_LOG - SAP Solution Manager" /></td>
</tr>
<tr>
<td>It is possible to leave the field Solution as empty. After go-live, Solution can be maintained in Project Administration.</td>
<td></td>
</tr>
</tbody>
</table>
Select templates

After creation of Implementation Project, available templates will be listed in tab Scope → Template Selection.

From tab Scope → Template Selection, all available templates are listed. Select the check box from each template to include them.

Save your changes.

From tab Scope → Roadmap Select, assign relevant roadmap

Enhancements for documents are used in Document Management. It is recommended to accept the default value and then change it according to document reference requirements.
### 7.3.1 System Landscape

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>If logical components exist in the template but are not maintained in an Implementation Project, the system will list them also in the Implementation Project.</td>
<td>![Screen Display Image]</td>
</tr>
<tr>
<td>The logical component has to be exchanged by the roll out relevant logical component.</td>
<td>![Screen Display Image]</td>
</tr>
<tr>
<td>This can be done through mass change in the Implementation Project. This replacement will change the logical component assignment to the business processes.</td>
<td>![Screen Display Image]</td>
</tr>
</tbody>
</table>

**Replace Logical Component**

The logical component Z_CRM_T has been replaced by Z_CRM.

Remove logical component Z_CRM_T from the landscape?

[Yes] [No]
**Create IMG Project and Transport Requests**

The IMG project and transport requests will be created in the development system. From the SAP Solution Manager, it is possible to control the creation and transport of requests centrally.

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>From the Project Administration tab System Landscape → IMG Projects, select the target project name and choose ‘Create IMG Project’.</td>
<td><img src="image1.png" alt="Screen Display Image 1" /></td>
</tr>
<tr>
<td>System will prompt a dialog box for the creation of transport requests. Choose ‘Yes’ then jump to the target development system and create the Workbench Transport Request and Customizing Transport Request immediately. Choose ‘No, later’ to close the dialog box and create these transport requests during configuration phase.</td>
<td><img src="image2.png" alt="Screen Display Image 2" /></td>
</tr>
</tbody>
</table>
After creation, the status will be green if no problem occurs.

7.3.2 Roll Out procedure
During the rollout phase, one key activity is to enable business process related configuration, this can be done via selection of required IMG Objects.

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review of Business Processes if necessary adjust and Roll Out blueprint in SOLAR01</td>
<td>Project: ZIMPI LOG - Change - Business Blueprint - SAP Solution Manager</td>
</tr>
</tbody>
</table>
From tab **Configuration**, IMG Objects will be taken over from the Template Project to the Implementation Project.

Selection of relevant customization can be done via **SOLAR_EVAL**

In order to select relevant customizing in a target system, select the target row, then select the button ‘Configure’.

Configure the views with relevant content
IMG Object list.

IMG Object contains the path to the target system configuration node. If the connection between SAP Solution Manager and Managed Systems are setup correctly, it is possible to jump from the SAP Solution Manager to transaction SPRO on the Managed System directly, which reduces the time for search with track of configuration progress.

7.3.3 Template Maintenance during Roll Out

7.3.3.1 Compare&Adjust

The compare and adjust procedure is shown on an example of general documentation:

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Make a change in template (assignment of a new document)</td>
<td><img src="image" alt="Compare&amp;Adjust Screen Display" /></td>
</tr>
<tr>
<td>Start Compare&amp;Adjust (transaction SA_PROJECT_UPGRADE) for the Implementation Project</td>
<td><img src="image" alt="Compare&amp;Adjust Screen Display" /></td>
</tr>
</tbody>
</table>
Results will be displayed in the Implementation Project.

Adjustment can be started.

You can adjust all changes or select changes you want to take over (depending on global attributes). Afterwards select ‘Copy’ and ‘Complete’.
7.3.4 Testing

During the project implementation phase, tests will be executed after realization. SAP Solution Manager offers functionality to maintain test cases according to business structure, generate test plans and test packages according to business processes, track the progress of tests and reporting.

- Test Case assignment in a Template Project
  Either in Template Project or Implementation Project, it is possible to assign test cases, ECATT scripts or test descriptions to business scenario, business process or process steps.
  These test documents can be reused for test plan creation.

- Test Workbench
  Test Workbench is embedded in SAP Solution Manager for Test Management. After the assignment of test document, a test plan can be generated in the Test Workbench and test packages created for different Testers.

---

**What to do**

Assign test documents into a business process step, from tab Test Case.

**Screen Display**

Test plan creation in STWB_2

Decision which test cases shall be considered
Use of structure attributes to detect the testing scope (here on an example of SAP Component: CS test)

Test scope definition and test plan generation

Creation of test package

Test package content definition and generation
7.3.5 Learning Map

Prerequisite:
- Assignment of training material to the business processes
- Assignment of End User Roles (optional)

What to do

Assignment of training material and end user roles in SOLAR02 on the Training Materials tab (this assignments can be already done in template project)
<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create a learning map using transaction SOLAR_LEARNING_MAP</td>
<td><img src="image" alt="Create Learning Map Screen" /></td>
</tr>
<tr>
<td>Create Chapter and Units</td>
<td><img src="image" alt="Create Chapter and Units Screen" /></td>
</tr>
<tr>
<td>Search for training material using filter “end user roles”</td>
<td><img src="image" alt="Search for Training Material Screen" /></td>
</tr>
</tbody>
</table>
Assign training material to the units

Send to End User

Return to topic content
### 7.3.6 Roll In into Template

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Detection of business process/Scenario variants (by name or structure attributes)</td>
<td><img src="image1" alt="Detection of business process/Scenario variants" /></td>
</tr>
<tr>
<td>Roll into template</td>
<td><img src="image2" alt="Roll into template" /></td>
</tr>
<tr>
<td>Result</td>
<td><img src="image3" alt="Result" /></td>
</tr>
<tr>
<td>Documents have to be relocated to Gen.Documentation tab</td>
<td><img src="image4" alt="Documents have to be relocated" /></td>
</tr>
</tbody>
</table>
Variant Scenario assignment to Variant Template (just in case new scenario has been created)

Variant Template available for new Roll Out projects

**SOLAR_PROJECT_ADMIN**

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### 7.3.7 Go Live

After implementation and go live, project will be cutover to Solution.

#### Solution Concept

A Solution is the set of business processes, documents and the system landscape. In a normal case, a Solution is created close to project go live.

#### Hand over from Project to Solution

<table>
<thead>
<tr>
<th>What to do</th>
<th>Screen Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>In SAP Solution Manager, it is possible to create a Solution from transaction DSWP or SOLUTION MANAGER.</td>
<td>In SAP Solution Manager, it is possible to create a Solution from transaction DSWP or SOLUTION MANAGER. Copy related business processes, documents, landscape from projects to this solution.</td>
</tr>
<tr>
<td>Copy related business processes, documents, landscape from projects to this solution.</td>
<td>Copy related business processes, documents, landscape from projects to this solution.</td>
</tr>
</tbody>
</table>

From transaction DSWP, select Solution Landscape → Solution Landscape Maintenance.

Copy all related information from project.
Take Over the system landscape

Result: all selected business processes with all assignments are available in solution
### 7.3.8 Post Go Live Maintenance

Solution will be created after go-live, then all operations and maintenance will be executed on the Solution instead of the Project.

#### Maintenance Project

To change business process structure in a Solution, it is recommended to use Maintenance Project instead of doing changes directly on the Solution.

<table>
<thead>
<tr>
<th><strong>What to do</strong></th>
<th><strong>Screen Display</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Assign a maintenance project to a solution, then enable the ‘Check-out/Check-in’ functionality.</td>
<td></td>
</tr>
<tr>
<td><img src="image" alt="Assigned Maintenance Project" /></td>
<td></td>
</tr>
<tr>
<td>Check-In / Check-Out After the maintenance project is assigned to one solution, it is not possible to change the business structure, document, landscape directly in the Solution.</td>
<td></td>
</tr>
<tr>
<td><img src="image" alt="Check-In/Check-Out" /></td>
<td></td>
</tr>
<tr>
<td>Any necessary changes will be checked-out into the maintenance project and checked-in after changes.</td>
<td></td>
</tr>
</tbody>
</table>

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