

Introduction

Enterprise application software has to cover a broad spectrum of functionality, yet be configured flexibly enough to meet specific requirements, which can vary enormously. SAP's answers to this challenge are AcceleratedSAP and the R/3 Business Engineer, providing a comprehensive solution for implementing R/3 quickly, easily, and according to your own needs even during productive operation.



Born out of the need to cost effectively configure R/3 to order, AcceleratedSAP and the Business R/3 Engineer support custom configuration of R/3. You can tailor the R/3 components, functions and organizational structures to your needs, hiding and/or deactivating those functions that are not required.

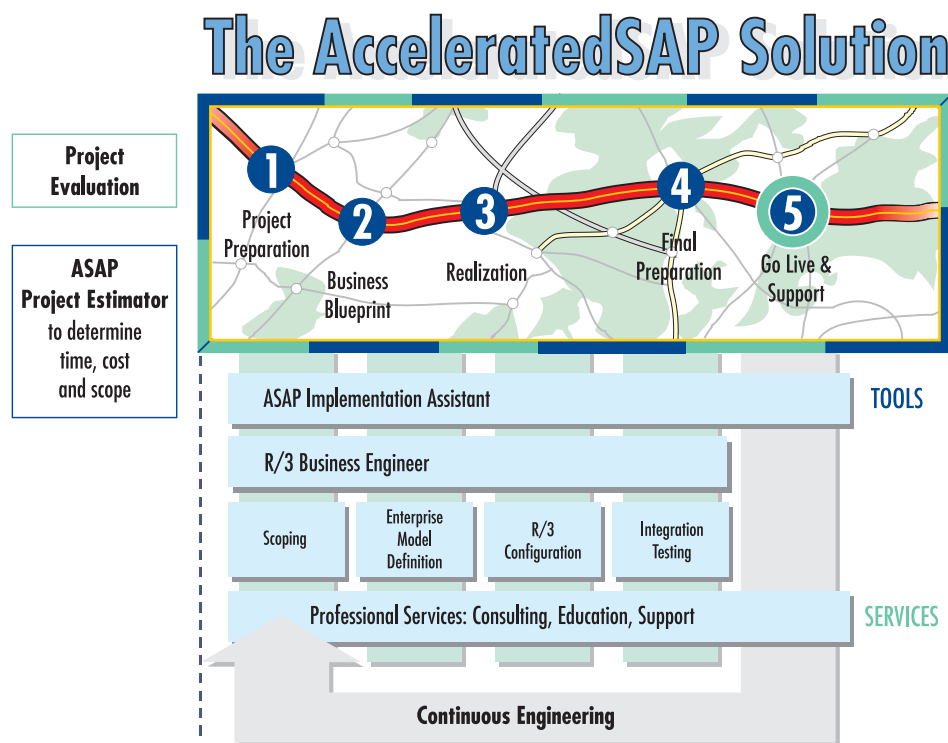


Fig. 1-1: The R/3 Business Engineer Complements ASAP

AcceleratedSAP (ASAP) is SAP's standard implementation methodology. It contains the Roadmap, a step-by-step guide that incorporates experience from many years of implementing R/3. Along with that, AcceleratedSAP contains a multitude of tools, accelerators and useful information to assist all team members in implementing R/3. Quality checks are incorporated at the end of each phase to easily monitor deliverables and critical success factors. ASAP is delivered as a PC-based package, so that – if required – an implementation project can begin prior to having an R/3 System installed.

The **R/3 Business Engineer** contains a set of configuration and implementation tools which enable you or your consultants to define and configure R/3 and also to adapt an existing configuration to new needs or changed circumstances. The Business Engineer is resident to R/3.

So that its customers can implement R/3 as quickly as possible, SAP has standardized the implementation procedure, simplified the way functions are presented and reduced the technical complexity of implementation.

AcceleratedSAP and the Business Engineer help you configure R/3 according to your own needs using proven, industry-specific business scenarios and processes. Whether implementing new processes in your enterprise or restructuring old ones, R/3 can release the full potential of change for you. AcceleratedSAP and the Business Engineer help you determine which of R/3's proven processes are most suited to your business, and then help you configure to meet your specific needs. The benefit is obvious: Restructuring enterprise processes in the R/3 System leads to a rapid and efficient production startup, meaning a faster return on investment.

By simplifying configuration, ASAP and the Business Engineer make the power of R/3 more accessible, helping companies to lower their dependence on expensive specialists or outside consultants. The user-friendliness of ASAP and the Business Engineer make them particularly suitable for the following groups:

- ❑ Business professionals who need to discuss, prototype and design their business blueprint (enterprise model)
- ❑ IS departments of large enterprises who need to customize R/3 applications more efficiently and more rapidly
- ❑ Small and medium-sized companies previously wary of implementing R/3 because of the perceived scale of such projects
- ❑ Consultants and SAP partners looking for an efficient way of offering their customers configure-to-order or wishing to develop R/3-based solutions for niche markets

Integration within R/3

Together, AcceleratedSAP and the Business Engineer empower you to manage cost, time and quality without compromising on implementation requirements. Some of the features offered are:

- ❑ Reduced implementation times and faster return on investment through structured planning and preconfiguration
- ❑ Intuitive understanding of the wide range of functions offered by R/3
- ❑ Process optimization using proven scenarios, processes and value chains, illustrating clearly the software's capabilities and offering practical help when you configure the R/3 System.
- ❑ High quality installations through comprehensive procedural guidelines
- ❑ Optimizing business processes using SAP Business Workflow, via process monitoring and automation of procedures
- ❑ Continuous, dynamic adjustment and optimization of R/3 applications
- ❑ The capability to copy configured areas, for example, by transferring existing settings to new organizational units.

AcceleratedSAP and the Business Engineer are designed for openness and new platforms, using HTML-based documentation. Compatibility with many third-party modeling tools and software packages, for example, Microsoft Excel, is ensured.

Available Tools

Embarking on an implementation project requires a lot of careful thought beforehand. You need to think about what you want to accomplish, the optimum sequence, and the business cases that are best suited to your needs. But SAP has already done a lot of the thinking for you and packaged its findings in the following tools. They are then described in more detail in the following chapters organized according to the corresponding AcceleratedSAP phases.

- 1) **AcceleratedSAP (ASAP)**: A comprehensive solution for the introduction of the R/3 System in your enterprise. ASAP and most of its tools can be used independently of an R/3 installation.

The tools available for AcceleratedSAP are:

- ❑ The **Project Estimator**, an internal SAP tool which enables SAP consultants to accurately gauge the required resources, the costs and the time frame of implementation. The Project Estimator takes into account the project scope and several project and risk factors.
- ❑ The **Concept Check Tool**, a tool enabling you to carry out quality checks on the project preparation, technical infrastructure and R/3 configuration settings. This is done mainly during the first two implementation phases of the R/3 project. In this way you are alerted to potential data volume and configuration conflicts that could lead to performance issues if not addressed.
- ❑ The **Implementation Assistant**: The ASAP navigation tool that accompanies you through the five phases of implementation down to the task level. It includes a description and a detailed “how-to” for each task in the Roadmap. Along with that, many tools, templates and documents are hyperlinked to the task. The Implementation Assistant contains the following elements:
 - **ASAP Implementation Roadmap and Project Plan**. The *Roadmap* contains the five phases, from which you can drill down into work packages, activities and tasks. The *Project Plan* contains three components, a budget plan, a resource plan and a work plan. These are explained in more detail in the next chapter.

The ASAP Roadmap is the successor of the R/3-based Procedure Model, which was used until Rel. 3.1 in R/3 implementation projects.
 - **Knowledge Corner**, containing tips and tricks for configuration from consultants, detailed documentation on SAP’s implementation services, information on technical tools, as well as simplification guidebooks and R/3 Customizing wizards.
- ❑ **Question and Answer Database (Q&Adb)**. Using the R/3 Reference Model structure, the Q&Adb is used to assist in gathering requirements for business processes, conversions, reports, interfaces, enhancements and authorizations. The database provides useful questionnaires to help you define the process needs and also serves as a repository for all this information. Since it is a database, it allows for flexible reporting. The business requirements generated from the Q&Adb are collectively known as the **Business Blueprint**.

- **Business Process Master List**, to manage configuration, testing and the creation of end user documentation. The Business Process Master List is linked to pre-written Business Process Procedures (BPPs), detailed end-user documentation for R/3 transactions.
 - **Issues Database**: supporting project management, this database supports the entering, monitoring and managing of issues that come up during the project.
- 2) **R/3 Business Engineer**: The implementation tools for the high-quality configuration of the R/3 System are:
- ❑ **R/3 Reference Model**: Comprehensive graphical process flows describing the R/3 functionality from different points of view. It contains scenarios, processes and functions, as well as components. The R/3 Reference Model can be viewed using SAP's **Business Navigator** and the **Business Navigator Web**, or using third-party modeling tools available from modeling partners.
 - ❑ **Implementation Guide (IMG)**: Used to configure all system parameters for the business processes in R/3. It contains project management functionality and a menu-driven view of all R/3 Customizing activities. Every activity can be documented in detail, and responsibilities and statuses can be assigned.
- 3) **Preconfigured systems**:
- ❑ **Preconfigured US and Canadian clients**: Provides a head start on baseline configuration. It includes a preconfigured US/Canadian chart of accounts, print forms, account determination, units of measure, etc. The predefined test sequences that are included can be a starting point for integration testing.
 - ❑ **Preconfigured industry systems**: A number of complete preconfigured clients consisting of an industry-specific model and preconfigured business processes for the needs of a particular industry in R/3 are available. For more information on preconfigured systems, see the description of Phase 2, *Business Blueprint* or the information on the IDES System in this chapter.

Continuous Business Engineering

In today's fast-moving, ever-changing business climate, companies are in a constant state of flux and their mission-critical applications must adapt and evolve at the same speed. If software cannot grow with the needs of a company, the company will quickly find itself in a straightjacket.

Furthermore, an ERP application needs to let you move forward fast, knowing that you can roll back changes without downtime.

An enterprise's organizational structure and the corresponding R/3 implementation created using the Business Engineer are not "set in concrete", they can be modified at any time. Examples of possible changes, which can be made rapidly include the following:

- ❑ Addition or removal of entities within the organization structure (for example, business units, production plants, warehouses, etc.)
- ❑ Introduction of new staff, promotion, reallocation of work tasks, and maintenance of authorization profiles
- ❑ Changes to the reporting or cost/profit center structure
- ❑ New and concurrent currencies
- ❑ Accommodation of changed legal requirements (for example, new tax rates, new employment legislation)
- ❑ Activation or deactivation of R/3 functions
- ❑ Optimization of business processes
- ❑ Support for new and multiple versions of R/3

In addition, SAP offers a range of services if you want support for some of these changes, for example, conversion services to support mergers and acquisitions. Standard Euro services are a further example of the available services.

Summary

AcceleratedSAP and R/3 Business Engineer take the hassle out of implementation procedures and change management. Modifications can be made at any time, and the compatibility of changes can be verified with other configuration decisions, thus supporting their smooth, trouble-free introduction into the productive system.