<PROJECT>

DATE

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# Introduction (Context for change)

As part of the <PROJECT>, the organization is implementing changes to SAP which include enhancements and modifications. These enhancements will impact selected end users.

This guide helps management understand how <PROJECT> changes affect their departments or plants. Included in this guide are summaries of the changes, the roles impacted, and end user support material.

If you have questions regarding the transition guide, transition steps, or any <PROJECT>-related matters send your inquires to <email>.

# Summary of Changes

|  | **FUNCTIONAL AREA** | **SUMMARY OF CHANGES** | **IMPACTED ROLES** |
| --- | --- | --- | --- |
| **PLANT A** | Domestic Tax | * Improved R&D tax credit reporting
 | * Corporate Tax
* MBC Tax end users
* Lead Accountants
 |
| **PLANT B** | Lead Business Process Data Governance | * Improvement to allow for more efficient routing updates.
 | * Master Data Administrators
 |
| Financial Systems BI | * Reporting enhancements to improve the accuracy and availability of data.
 | * Master Data Analyst
* Manager Financial Systems
 |
| **PLANT C** | Commercial Finance | * Automate internal emailing of customer billing documents.
 | * Financial Analysts
* Financial Associates
 |
| Production Cost & Supply Chain | * Enhancement to enable common commercial margin across plants.
 | * Financial Analyst
 |

# Transition Guide by Role <Insert role>

|  |  |
| --- | --- |
| **Business roles affected** |  |
| **End user support material validated by** |  |
| **Anticipated Changes to Role** |  |

| **STATUS** | **MEDIUM** | **TCODE/REPORT NAME** | **WHAT IS CHANGING** | **PURPOSE OF CHANGE** | **RESOURCES TO PREPARE END USERS** |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

# Domestic Tax

|  |  |
| --- | --- |
| **Business roles affected** | Corporate Tax, MBC Tax end users, Lead Accountants |
| **End user support material validated by** |  |
| **Anticipated Changes to Role** |  |

| **STATUS** | **MEDIUM** | **TCODE/REPORT NAME** | **WHAT IS CHANGING** | **PURPOSE OF CHANGE** | **RESOURCES TO PREPARE END USERS** |
| --- | --- | --- | --- | --- | --- |
| New | Tcode | ZRTRAMR\_026\_TAX\_CRED | A report that provides the information to determine qualification for the tax credit claim. | Enable tax experts to have information available for claiming a R&D tax credit. | * New quick reference guide:

<LINK>* New uPerform: <LINK>
 |

# Lead Business Process Data Governance

|  |  |
| --- | --- |
| **Business roles affected** | Master Data Administrators |
| **End user support material validated by** |  |
| **Anticipated Changes to Role** |  |

| **STATUS** | **MEDIUM** | **TCODE/REPORT NAME** | **WHAT IS CHANGING** | **PURPOSE OF CHANGE** | **RESOURCES TO PREPARE END USERS** |
| --- | --- | --- | --- | --- | --- |
| New | Tcode | ZSTPAME\_MASSROUT | Adds ability to assign multiple routings to multiple materials and creates production versions accordingly based on the shared product line. | Facilitates creating production versions more efficiently. | * New quick reference guide:

<LINK>New uPerform: [LINK>](http://ps-uperform.bg.na.jci.com/gm/folder-1.11.27530) |
| Minor Change | Workflow | MATERIAL\_MASTER\_WF | Automation of status change from 30 to 40. Email will be sent if not processed within 24 hours. | Automates a manual process. | * New quick reference guide:
 |

# Financial Systems BI

|  |  |
| --- | --- |
| **Business roles affected** | Master Data Analyst, Manager Financial Systems |
| **End user support material validated by** |  |
| **Anticipated Changes to Role** |  |

| **STATUS** | **MEDIUM** | **TCODE/REPORT NAME** | **WHAT IS CHANGING** | **PURPOSE OF CHANGE** | **RESOURCES TO PREPARE END USERS** |
| --- | --- | --- | --- | --- | --- |
| New | Tcode | VBOF, VFX3 | Data in the billing documents will be calculated, impacts the listed screens. Posting this data will identify the lead weight differentials between what has been produced and returned by customer are listed. These values are only updated after the document is released to accounting. | Enable greater visibility into lead weight differential. Increases accuracy of information in the commercial margin report. | * New quick reference guide:
* Updated uPerform:
 |

# Commercial Finance

|  |  |
| --- | --- |
| **Business roles affected** | Financial Analysts, Financial Associates |
| **End user support material validated by** |  |
| **Anticipated Changes to Role** |  |

| **STATUS** | **MEDIUM** | **TCODE/REPORT NAME** | **WHAT IS CHANGING** | **PURPOSE OF CHANGE** | **RESOURCES TO PREPARE END USERS** |
| --- | --- | --- | --- | --- | --- |
| Minor Change | Tcode | VV31 | Baked in reporting to have customer billing documents automatically sent (email). | Be able to email billing documents internally within <CLIENT>. | * New quick reference guide:
* Updated uPerform:
 |

# Production Cost & Supply Chain

|  |  |
| --- | --- |
| **Business roles affected** | Financial Analyst |
| **End user support material validated by** |  |
| **Anticipated Changes to Role** |  |

| **STATUS** | **MEDIUM** | **TCODE/REPORT NAME** | **WHAT IS CHANGING** | **PURPOSE OF CHANGE** | **RESOURCES TO PREPARE END USERS** |
| --- | --- | --- | --- | --- | --- |
| New | Tcode | ZRTRGLE\_COPY\_COSTING | Local material production is considered in cost. | Ensure common commercial margin, regardless of where material is produced. | * New quick reference guide:
* Updated uPerform:
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