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The Ultimate SAP S/4HANA Pre-Migration Guide

Navigate the migration process with ease. Explore a comprehensive overview of the key considerations, best practices, and practical tips to ensure a successful system migration to SAP S/4HANA.

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The Ultimate SAP S/4HANA Pre-Migration Guide

Digital transformations offer exciting new opportunities for businesses, but it also brings unprecedented challenges. SAP S/4HANA was designed to address those concerns by replacing and transforming complex systems to help organizations reimagine business processes and deliver real-time insights from data that's always fresh.

This guide dives into essential considerations that should be prioritized before initiating a system migration. It enables organizations to make informed decisions to successfully prepare them for the new system. Additionally, it provides valuable insights into the migration process itself, facilitating a deeper understanding of the steps involved. With the aid of the Ultimate Guide, organizations can overcome obstacles, streamline their migration journey, and optimize the outcomes of their SAP S/4HANA implementation.

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SAP S/4HANA adoption rate increases approximately 20% yearly.

SAPInsights, 2022

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SAP S/4HANA

SAP S/4HANA is an advanced enterprise resource planning (ERP) software suite developed by SAP, a leading provider of business software solutions. It serves as a successor to the traditional SAP ERP system, offering enhanced functionalities and capabilities through its in-memory computing platform.

SAP S/4HANA & Migration

SAP S/4HANA stands for SAP Business Suite 4 SAP HANA. The "S" in S/4HANA represents "Simple," indicating the simplified data model and user experience it offers compared to its predecessor, SAP ECC. The "4" in S/4HANA signifies the fourth-generation business suite developed by SAP. Lastly, "HANA" refers to the in-memory computing platform developed by SAP, which serves as the underlying technology for S/4HANA, enabling real-time data processing and analytics capabilities.

RISE with SAP: SAP recently launched an initiative to help companies advance to the cloud. This includes the S/4HANA Cloud ERP, as well as SAP Business Network, including Ariba; and SAP Build Process Automation.

There are many **benefits** to the S/4HANA system, including:

- Real-time analytics and reporting capabilities.
- Improved user experience with modern and intuitive interface.
- Simplified data model and streamlined processes.
- Enhanced integration and connectivity with other systems.
- Advanced functionality for finance, procurement, sales and more.
- Faster data processing and improved system performance.
- Enhanced security and data protection.
- Support for cloud deployment and hybrid landscapes.
- Future-proof platform with ongoing innovation investments and SAP support.
- Greater flexibility in adapting to changing business needs.

One of the key features of SAP S/4HANA is its ability to store and process large volumes of data in real-time, leveraging the power of in-memory computing. This enables businesses to have instant access to critical information, perform complex analyses, and make informed decisions rapidly. By eliminating the need for batch processing and providing real-time insights, S/4HANA enables businesses to respond swiftly to changing market dynamics, improving overall operational efficiency.

Furthermore, SAP S/4HANA adopts a simplified data model, which integrates with HANA's Universal Journal's modules. This consolidation of data enables a single source of truth, eliminating redundant data and providing a holistic view of business operations. This, in turn, facilitates streamlined processes, reduces data duplication, and improves data integrity and accuracy.

SAP S/4HANA also offers advanced analytics capabilities through its embedded analytics engine, allowing users to perform real-time reports and generate actionable insights directly within the system. With the integration of machine learning and artificial intelligence technologies, S/4HANA provides intelligent automation and predictive capabilities.

Additionally, SAP S/4HANA provides a modern and intuitive user interface, known as SAP Fiori, which offers a consumer-grade user experience across various devices. This user-centric design enhances user productivity and satisfaction, enabling employees to navigate the system efficiently and perform tasks with ease.

By adopting SAP S/4HANA, organizations can achieve greater operational agility, enhanced visibility into their business processes, and improved decision-making capabilities. By adopting SAP S/4HANA, organizations can achieve greater operational agility, enhanced visibility into their business processes, and improved decision-making capabilities. It empowers businesses to streamline operations, optimize resource utilization, accelerate time-to-market, and adapt quickly to evolving customer needs and market trends.

Ultimately, the adoption of SAP S/4HANA can help organizations gain a competitive edge in today's rapidly changing business landscape. But that is not the only reason why the new system's adoption is seeing an increase in adoption of 18% each year. **SAP users utilizing Business Suite 7's ECC have the deadline of the end of 2027 to transition to S/4 HANA.**

After that, SAP will solely offer maintenance services for older systems with an additional 2% premium, in addition to the existing 22% support fees. SAP also has a plan to stop supporting SAP ECC after 2030, making the change to S/4HANA prior to the deadline crucial for organizations to future-proof their businesses.

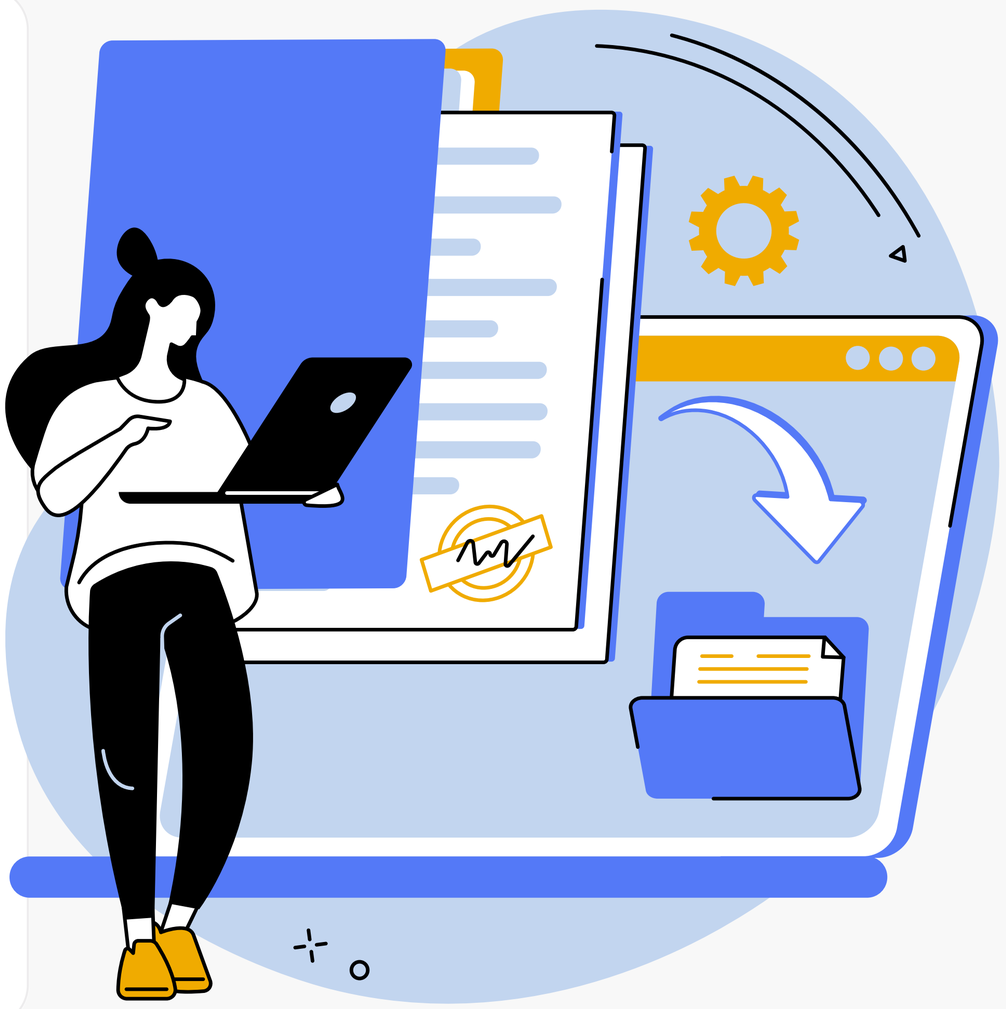
The Migration Process

The migration process is the actual transition of an organization's existing ERP system to the SAP S/4HANA platform. The migration involves converting the underlying database, adapting customizations, re-implementing functionalities, transferring data to the new system, and all the steps in to ensure quality and consistently in the database.

This process typically starts with a detailed assessment of the current system landscape. This assessment helps in determining the most appropriate migration approach. Throughout the preparation, or pre-migration process, the organization performs comprehensive testing, training, and change management activities to ensure a smooth transition and minimize disruptions to business operations.

TIP

The migration to SAP S/4HANA presents organizations with an opportunity to transform their business processes. However, it is a complex undertaking that requires careful planning, expertise, and collaboration between business and IT teams. Engaging with experienced SAP consultants and implementation partners, like Auritas, can greatly facilitate the migration process, ensuring a successful transition to SAP S/4HANA and unlocking the full potential of the organization's IT investments.



When considering switching to SAP S/4HANA, companies can adopt different migration approaches based on their specific requirements and circumstances.

MIGRATION APPROACHES

- **Greenfield Implementation:** In this approach, the company starts with a fresh installation of SAP S/4HANA. It involves implementing SAP S/4HANA from scratch without bringing over any historical data or configurations. It offers an opportunity for organizations to redesign their processes and optimize their system landscape. This approach is also known as new system installation.

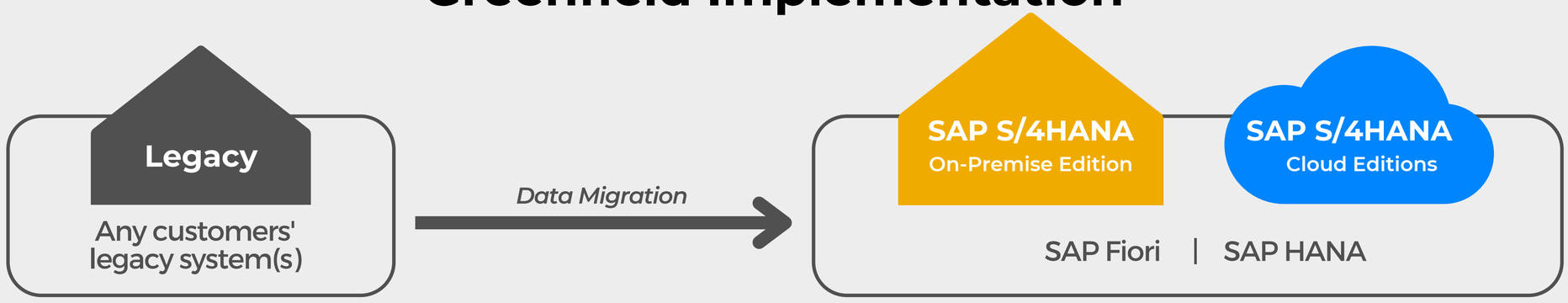
- **System Conversion:** Also known as brownfield conversion, this approach involves converting an existing SAP ERP system to SAP S/4HANA. The existing system is upgraded to the SAP S/4HANA platform while preserving historical data, customizations, and configurations. This approach allows organizations to retain their existing business processes and reduce the impact on users. However, if the preparation for the migration process is not done appropriately, it may not fully leverage the capabilities of SAP S/4HANA.

- **Landscape Transformation:** This approach is suitable when an organization wants to restructure its existing system landscape during the migration to SAP S/4HANA. It involves consolidating multiple SAP systems, splitting a large system into smaller ones, or merging different instances into a single SAP S/4HANA system. Landscape transformation enables organizations to streamline their IT landscape, improve system performance, and optimize business processes. This is often chosen by organizations that take the migration as an opportunity to invest in transformation on the organization's IT ecosystem and future-proof their businesses.

- **Hybrid Approach**: Some organizations may choose a combination of greenfield and brownfield approaches, depending on their business needs. For example, they may implement a greenfield approach for specific business units or subsidiaries while converting the main ERP system using the brownfield approach. This allows companies to balance the benefits of a fresh implementation and the continuity provided by the existing system.

SAP S/4HANA & Migration

Greenfield Implementation

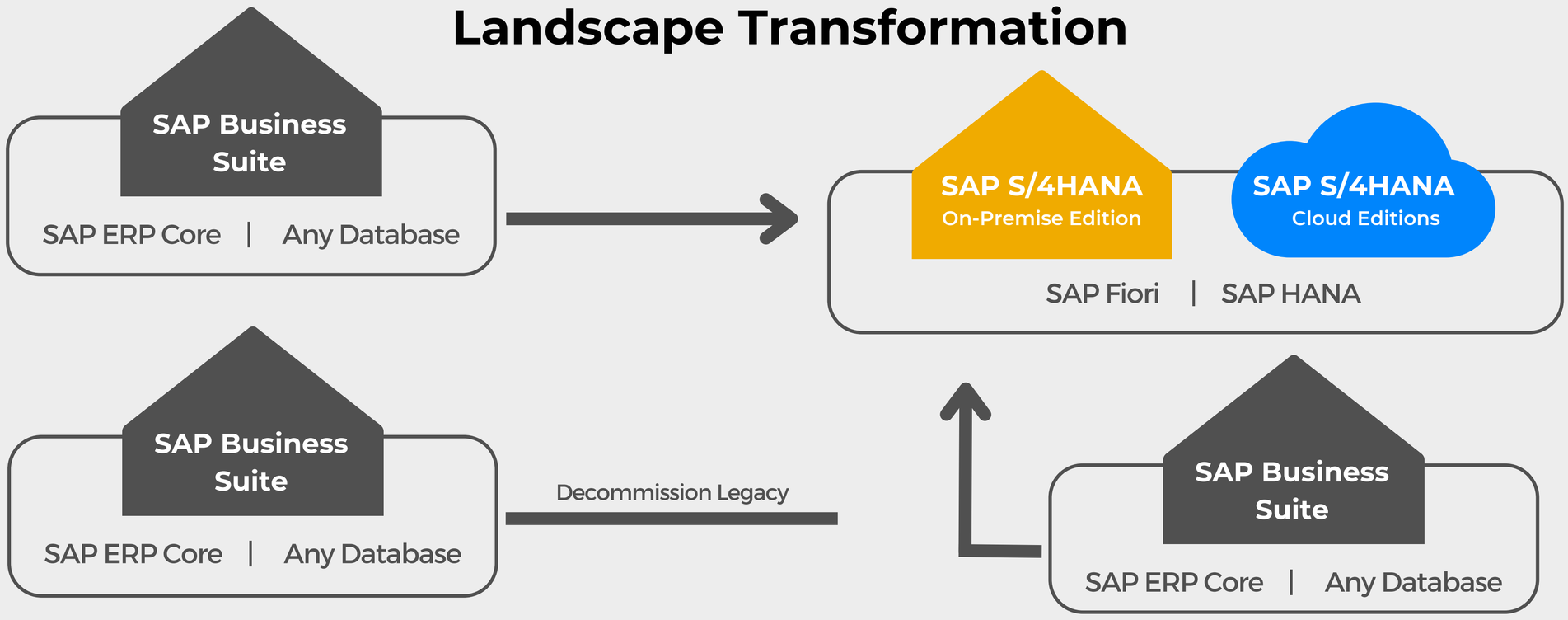


New or existing SAP customer implementing a new SAP S/4HANA software system with initial data load.

System Conversion

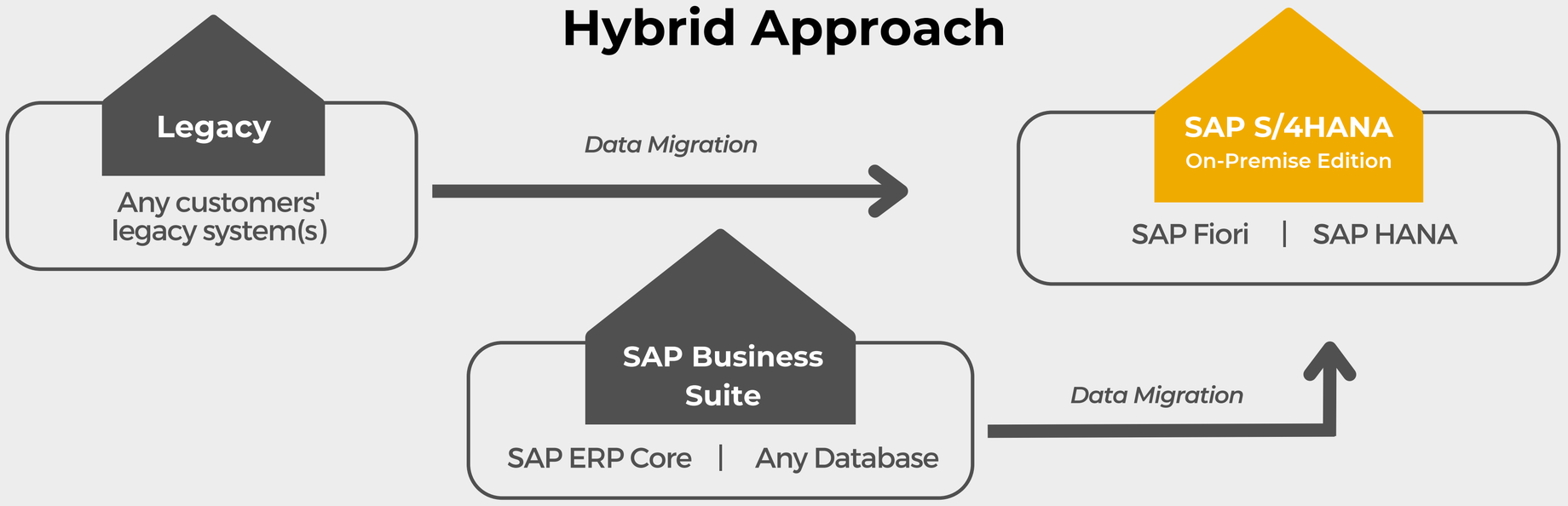
Complete conversion of an existing SAP Business Suite software system to SAP S/4HANA.

Landscape Transformation



Consolidation of current regional SAP Business Suite software landscape or selective data transformation into one global system.

Hybrid Approach



Combination of greenfield and brownfield approaches

SAP S/4HANA & Migration

It's important for companies to evaluate their unique requirements, when selecting a migration approach. These can include:

- Data volume & quality
- Current governance framework
- System and database complexity
- Business processes
- Data & content management
- Project timelines

The migration to S/4HANA represents a pivotal moment for organizations seeking to modernize their IT landscape. With various approaches available, businesses can tailor their migration strategy to suit their specific needs and constraints.

The reasons to embrace this transition are numerous. Embracing S/4HANA not only ensures long-term sustainability but also unlocks the potential for innovation and growth in the digital era. By taking the necessary steps to migrate to S/4HANA, organizations can position themselves for success, harnessing the power of advanced technologies to thrive in today's competitive business landscape.

Approximately 25% of organizations facing the prospect of migrating to SAP S/4HANA encounter challenges in formulating effective plans for adoption and migration. Recognizing this need, Auritas has developed the Ultimate Guide, a comprehensive resource designed to assist organizations in navigating this process successfully. The guide dives into essential considerations that should be prioritized before initiating the migration, enabling organizations to make informed decisions to successfully prepare them for the new system. Additionally, it provides valuable insights into the migration process itself, facilitating a deeper understanding of the steps involved. With the aid of the Ultimate Guide, organizations can overcome obstacles, streamline their migration journey, and optimize the outcomes of their SAP S/4HANA implementation.

(SAPinsider, 2021)

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Your migration journey starts here.

Keep Core Clean

By achieving a streamlined database and system that closely adheres to standardization, organizations can enhance the migration process.

Data Quality & Stewardship

Data quality is ensures accuracy and reliability of the data to be migrated, establishing a unified source of truth and upholding the database's integrity.

Data Volume Management

With DVM techniques, organizations can reduce data complexity and optimize resources, cutting costs and migrating only the necessary data.

Process Excellence

Optimized processes maintain database quality and reliability, enabling effective solution implementation for business goals.

SAP S/4HANA

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Data Excellence: Keep Core Clean

By cleaning the system and database before a migration, enterprises can facilitate a smooth transition to the new platform. Investing time and effort in keeping your core clean lay the groundwork for a streamlined transition and maximize the benefits of migrating to SAP S/4HANA.

SAP Standard Processes For A Clean Core

Staying ahead of the curve is essential for any organization. With emerging ERP systems like SAP S/4HANA, businesses have the opportunity to enhance their operations, improve customer connections, and drive innovation. However, to fully capitalize on the potential of this system, organizations must ensure a clean core.

In the past, on-premises ERP systems allowed for a Classic Extensibility approach, which involved modifying the SAP core to cater to specific business requirements. However, with the shift to cloud-based operations, this approach became unsuitable due to increased complexity and higher costs. With that, comes the need for businesses to clean their core for the transition.

The clean core strategy introduced by SAP revolves around optimizing and streamlining the current ERP system to ensure it remains as close to the standard as possible. This involves minimizing customizations, adopting inner extension methods, and comprehending the customization footprint. By following these principles, organizations can take a major step towards a seamless transition to S/4HANA and capitalize on its benefits.

Steps to Achieve a Clean Core

- **Removing Unused Code:** Identify and retire any unused or obsolete code in your ERP system. This declutters the system and reduces overall complexity.
- **Leveraging SAP Standard Processes:** Embrace the "Fit-to-Standard" approach to leverage SAP's pre-built, best-in-class processes.

Data Excellence: Keep Core Clean

- **Utilizing APIs for Application Development and Integration:** Application Programming Interfaces (APIs) play a pivotal role in facilitating the integration of applications and services.
- **Documenting Technical Debt:** If a clean core extension is not feasible, it's essential to document the technical debt to help understand the complexities and limitations of existing customizations.

A clean core is not just a technical exercise; it is a strategic imperative for businesses aiming to stay ahead in the competitive landscape. Future-proofing your business requires a robust, agile IT foundation. A streamlined ERP system with minimized customizations ensures greater stability and reliability. In addition, as your business grows, staying up-to-date with the latest software versions is critical. A clean core simplifies the process of upgrading to newer versions of S/4HANA, saving time, effort, and costs.

But how would those customizations translate when I move to SAP S/4HANA?

As part of an S/4HANA deployment, customers still have the flexibility to add personalizations according to their specific business needs. In this new environment, customization extensions can be implemented using the fully integrated SAP S/4HANA Cloud stack or SAP BTP. It allows the SAP system to operate independently while still offering tailored tools for the organization. To navigate this transition and manage cloud-based customizations, many organizations opt to collaborate with experienced implementation partners.

A clean core provides a clear path for organizations to embrace the future with S/4HANA. By understanding and minimizing customizations, businesses can establish a stable, reliable, and innovative foundation for their operations. A clean core not only streamlines the migration process but also ensures the agility needed to thrive in a dynamic business landscape.

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Data Excellence: Keep Core Clean

The Key to Successful S/4HANA Migration: A Clean Database

Just as a streamlined, standard SAP core, a clean database sets the foundation for a successful S/4HANA migration. It ensures data integrity, enhances migration efficiency, optimizes system performance, facilitates system maintenance, and establishes data quality management practices.

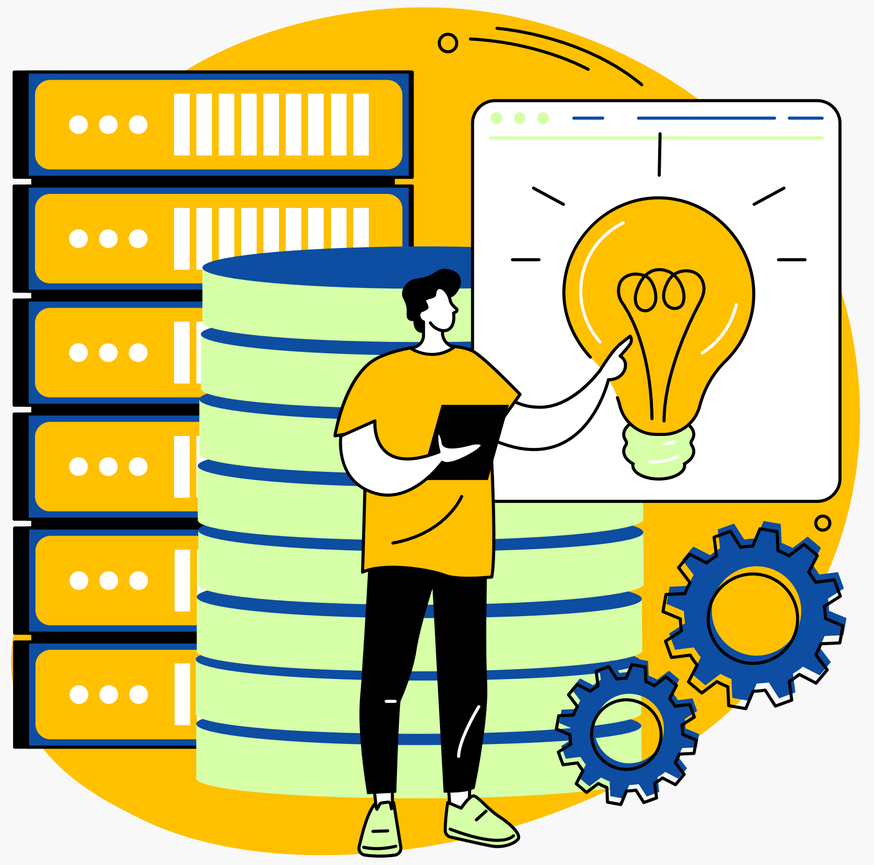
In this context, the core data refers to the most important data in the SAP system, such as the master data, transaction data, and configuration data. Keeping this data clean means removing any redundant, outdated, or irrelevant data and ensuring that the remaining data is consistent and accurate. By cleaning the core data before a migration, you can help to ensure a smooth transition to the new database. A clean database will also be easier to maintain and less prone to errors and performance issues, making it a more efficient and effective tool for your organization. By investing time and effort in keeping your core clean, you lay the groundwork for a smooth transition and maximize the benefits of migrating to SAP S/4HANA.

Keeping your core clean:

Firstly, data cleansing is essential. Take the time to thoroughly analyze your existing data and identify any redundant, outdated, or irrelevant records. This process involves data deduplication, data validation, and data enrichment techniques. By removing duplicates, correcting errors, and eliminating obsolete entries, you can ensure that your data is accurate and reliable.

Simplifying data models is also crucial. Review your existing data models and identify areas where complexity can be reduced. Analyze tables, fields, and relationships to streamline or consolidate data structures. Simplifying data models not only improves system performance but also makes your system easier to maintain and upgrade in the future.

Data Excellence: Keep Core Clean



Before initiating the migration, thoroughly test and validate the data. Conduct test migrations and perform data validation exercises to ensure the integrity and completeness of your data. This step allows you to identify and address any potential issues or gaps proactively.

It is vital to understand that at the heart of a successful S/4HANA migration lies the integrity of your data. Your core data holds the key to accurate reporting, informed decision-making, and efficient operations. By ensuring the cleanliness and accuracy of your core data, you lay a solid foundation for a smooth migration process. A clean core sets the stage for reliable data migration, minimizing the risk of carrying over inaccuracies or incomplete information into your new system. Additionally, it empowers your organization to leverage the advanced capabilities of S/4HANA, such as real-time analytics, intelligent automation, and enhanced business processes.

Benefits of having a clean core prior to an S/4HANA migration:

✓ Data integrity

By ensuring that the migrated data is accurate, complete, and consistent, organizations can leverage the full capabilities of S/4HANA, make informed decisions, and streamline their business processes. S/4HANA introduces new data models and structures compared to previous SAP systems, which require a comprehensive understanding and adherence to data integrity principles. As part of the migration process, **data needs to be mapped and transformed to fit the new data models in the system**.

Without data integrity, the migration process can be disruptive, leading to operational inefficiencies and compromised data quality, ultimately hindering the organization's ability to maximize the benefits of the new ERP system. This not only hampers the day-to-day operations but also affects the overall trustworthiness of the system, potentially leading to erroneous decision-making and business inefficiencies.

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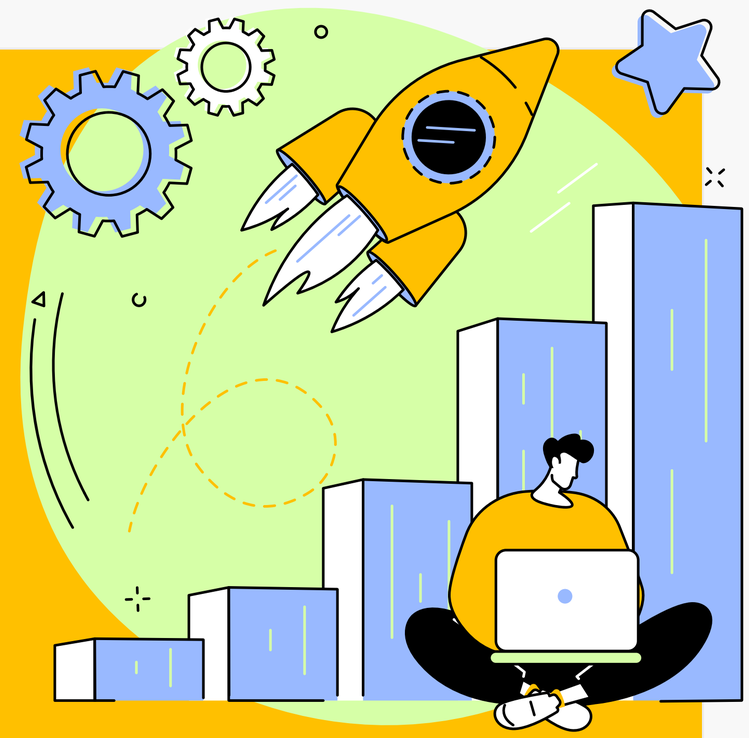
Data Excellence: Keep Core Clean

✓ Migration Efficiency



During the process of archiving or deleting unnecessary data, simplifying data models, and removing unused elements, you streamline the migration process. It also ensures that the data transferred to S/4HANA is of **high quality and relevance**. A clean core enables a **smoother transition**, reduces the risk of errors or data discrepancies, and facilitates better utilization of S/4HANA's features and functionalities.

An efficient migration process with a clean core minimizes downtime and disruption to business operations. Data migration is a complex task that involves extracting, transforming, and loading large volumes of data from legacy systems to S/4HANA. A clean core results in faster migration timelines, reduces the need for extensive data cleansing or rework, and minimizes the impact on day-to-day business activities.

✓ System Stability

S/4HANA is a critical component of an organization's IT infrastructure, and any instability or issues within the system can have far-reaching consequences. A clean core ensures that the migrated data is accurate, consistent, and compatible with the new system, reducing the likelihood of system instability and providing a **solid foundation for a successful migration**.

✓ Process Optimization

S/4HANA is designed to leverage in-memory computing, which offers significant performance improvements compared to traditional database systems. However, to fully benefit from this advanced technology, it is crucial to ensure that the data being migrated is clean, consistent, and relevant. A clean core eliminates unnecessary data, duplicates, and outdated information, resulting in a **streamlined and efficient system**. This optimization contributes to improved data processing speed, faster response times, and enhanced overall performance of S/4HANA.

✓ Data Quality Management

Cleaning the core data is an opportunity to establish data quality management practices. By defining data standards, implementing data governance processes, and conducting regular data quality checks, you can **maintain a high level of data cleanliness and accuracy** in your S/4HANA system. During this process, organizations are able to identify and address data quality issues, such as duplicates, inaccuracies inaccuracies, and inconsistencies, before migrating to S/4HANA. This process involves data profiling, cleansing, and enrichment, which helps to enhance data accuracy, completeness, and consistency.

- **Data profiling**: The process of examining and analyzing data to gain insights into its structure, quality, and characteristics. It involves assessing data completeness, accuracy, consistency, and uniqueness, as well as identifying patterns, anomalies, and relationships within the data.
- **Data cleansing**: The process of identifying and rectifying or removing inaccuracies, inconsistencies, redundancies, and errors within a dataset. It involves detecting and correcting invalid or corrupt data entries, standardizing formats and values, removing duplicate records, and resolving inconsistencies across different data sources.
- **Data enrichment:** The process of enhancing existing data by adding additional relevant information from external sources. It involves supplementing the existing dataset with additional attributes. Data enrichment aims to improve the depth and breadth of information available for analysis, decision-making, and targeting purposes.

Overall, a **clean core sets the foundation for a successful S/4HANA migration.** It ensures data integrity, enhances migration efficiency, optimizes system performance, facilitates system maintenance, and establishes data quality management practices. By keeping a clean core, organizations maximize the benefits of migrating to SAP S/4HANA.

Case Study: Data Archiving for Successful Migration

Allison Transmission Inc. (ATI) is the world's largest manufacturer of medium and heavy-duty fully automatic transmissions and hybrid propulsion systems for commercials and military vehicles. Founded in 1921, the company is present in over 150 countries and its products are used by 300+ manufacturers.

Allison Transmission's SAP system was implemented in 2000 and in these two decades very little archiving was performed on the existing database, which size exceeded 5TB. With an emergent need to migrate to SAP's S/4HANA cloud, the team identified a growing need to reduce their database to prepare for the move.

> We knew we wanted to more to the Cloud but to get there we needed to significantly reduce our data footprint while ensuring that our daily workflow remained uninterrupted.
>
> *– SAP Program Architecture, Allison Transmission.*

Pain Points

- Hardware and Cloud hosting/backup costs continued to rise.
- Required solution that would keep employee access unchanged.
- Sought to reduce financial burden from operations and compliance.
- Strained storage capacity.
- Growing costs to retain rarely accessed data.

Auritas' experts drafted an action plan to address these pain points. The first key steps included analyzing current data footprint provided insight and value drive identification. By implementing recommended solutions, the team developed a multi-stage data and content management strategy to help reduce database size without impacting operations and following regulations needs.

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Case Study

Collaborating with company leaders, the team was able define the requirements needed to drive the desired results at the end of the project. In addition, the plan included the development of phase deployment approach to limit business disruptions and deliver quick-wins.

TIP

The phase deployment approach helps decrease business disruptions when archiving data prior to migration by breaking the process into manageable phases. This involves planning and preparation, assessing and categorizing data, conducting pilot testing, and implementing phased archiving and migration. By prioritizing data, addressing challenges incrementally, and maintaining open communication, disruptions to business operations can be minimized during the migration process.

Project Objectives

- Reduce total cost of ownership.
- Decrease costs of hardware to host SAP's HANA.
- Better performance following migration.
- Faster Cloud migration.

The duration of the project spanned seven months, and as a result, Allison Transmission was able to derive a comprehensive list of benefits.

- Enterprise data on SAP HANA shrunk from 5TB **to 800GB**.
- Received project **payback within 10 months**.
- **Reduced risks** associated with operational compliance.
- Secured the archive content storage **easily accessible**.
- **Automatically linking** archived data with transactional data across enterprise.
- Enables real-time, custom-query **reporting**.
- Significantly **lowered costs** for hardware and hosting.
- **Decreased migration time** to new Cloud.

Test Your Knowledge

Having acquired knowledge on keeping your core data clean, it's time to assess your understanding through a series of quiz questions, allowing you to put your newfound expertise to the test.

1. **How can simplifying data models contribute to a successful migration?**

   a) It improves system performance and query processing speed.
   b) It reduces system complexity and enhances system stability.
   c) It ensures data accuracy and completeness.
   d) All of the above.

2. **What are the key steps involved in keeping the core clean for an S/4HANA migration?**

   a) Data cleansing, system cleanup, and data archiving.
   b) Simplifying data models and conducting test migrations.
   c) Assessing and validating the data.
   d) All of the above.

3. **What are the key steps involved in keeping the core clean for an S/4HANA migration?**

   a) Data profiling, data cleansing, and data enrichment.
   b) Data archiving, data compression, and data partitioning.
   c) Data entry optimization, workflow standardization, and automation tools.
   d) All of the above.

4. **Why is data integrity crucial in the context of an S/4HANA migration?**

   a) It reduces the complexity of data structures.
   b) It enhances system maintenance processes.
   c) It ensures accurate reporting and informed decision-making.
   d) It minimizes the impact on day-to-day business activities.

Answers can be found on page 59.

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Your migration journey starts here.

You're here.

Keep Core Clean

By achieving a streamlined database and system that closely adheres to standardization, organizations can enhance the migration process.

Data Quality & Stewardship

Data quality is ensures accuracy and reliability of the data to be migrated, establishing a unified source of truth and upholding the database's integrity.

Data Volume Management

With DVM techniques, organizations can reduce data complexity and optimize resources, cutting costs and migrating only the necessary data.

Process Excellence

Optimized processes maintain database quality and reliability, enabling effective solution implementation for business goals.

SAP S/4HANA

Data Quality and Stewardship

Data quality is integral to a successful migration process due to its profound impact on the accuracy, reliability, and usefulness of the migrated data. High-quality data ensures that the migrated information is complete, consistent, and free from errors or redundancies. It enables smooth integration with the target system, minimizing potential disruptions and data loss.

Data Quality and Stewardship

In today's world, data plays a crucial role in business decision-making. The quality of data, however, can directly influence an organization's success. Bad data, whether inaccurate or unreliable, can have severe consequences on an organization's operations, reputation, and financial health. These impacts range from wasted resources and regulatory issues to inefficient asset utilization and damaged customer relationships.

5 Ways Bad Data Can Affect Your Organization.

- **Data inconsistency:** Bad data can lead to inconsistencies in the SAP S/4HANA system, often resulting in errors and incorrect results when performing business transactions and during live reporting.
- **System performance issues**: The system must spend more time and resources processing and validating incorrect or incomplete data, leading to slower system response times. This can also cause delays, disruptions, and additional costs during migration.
- **Increased maintenance costs**: Migrating bad data to SAP S/4HANA can result in additional time and resources required to fix data issues. A longer downtime for the system directly impacts the organization's operations and revenue.
- **Compliance risks:** Migrating bad data to SAP S/4HANA will increase risks associated with legal requirements, as incorrect or incomplete data can lead to regulatory violations or inaccurate financial reporting. This can result in fines, legal penalties, or reputational damage.
- **Decrease in system functionality:** Inaccurate or incomplete data can result in the loss of critical information and hinder the organization's ability to take full advantage of the new system's features. SAP S/4HANA is designed to work with clean and accurate data, and bad data can lead to errors and inconsistencies in the system.

Data Quality and Stewardship

To mitigate these negative effects, it is crucial that your database consists of only quality data that is current, reliable, and accurate, before migrating data to SAP S/4HANA. With the **Auritas Data Management Factory methodology**, enterprises identify and fix data quality issues in three steps: Assess, Address and Sustain. During this process, data experts establish standards and rules to measure, remediate and govern data, implement those across organization, and sustain the changes during and after migrating.

How to ensure data quality?

Data Quality Assessment: To begin, data profiling rules are created and applied to the built-in SAP Data Services/Information Steward, based on industry specifications and regulatory requirement. These profiling units are then put against your master data key for technical analysis of the database and identification of issues. During this assessment, the necessary cleansing activities are pinpointed alongside the process changes required to move forward.

In addition, a Data Governance Maturity assessment is conducted, where the current data standards, processes & controls, and quality methods in place are reviewed. For this assessment, each of the components of the Data Governance framework – rules of engagement, people, and processes, is studied in detail.

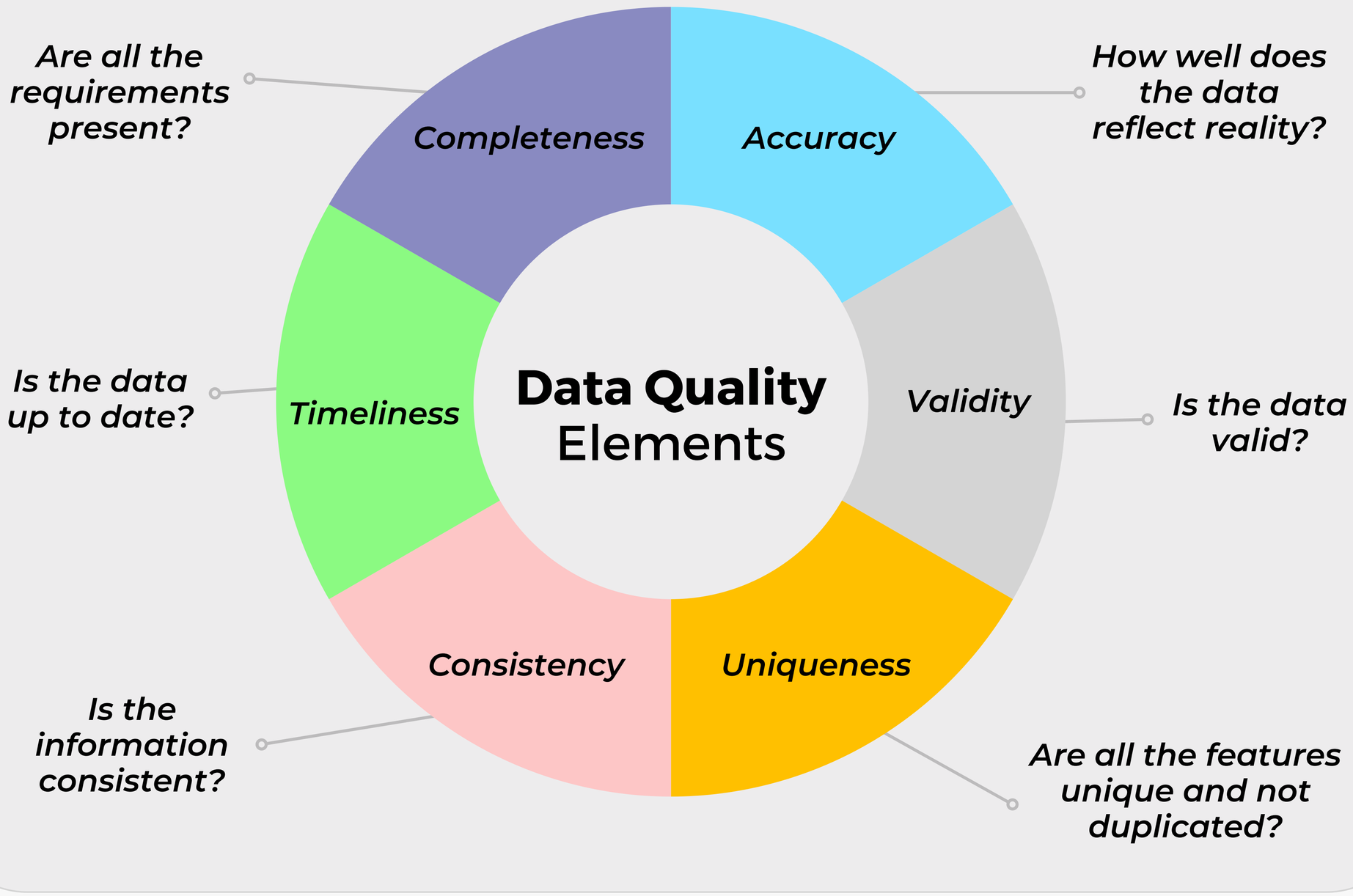
Address Existing Issues: After assessing the existing data and stipulations, our experts work with the organization's LOBs/SMEs to develop and prioritize master data objects to be cleansed and enriched. At Auritas, this procedure can involve one or two processes depending on the condition of the data: automated and/or manual cleanse.

- Automated Cleanse: After the master data extracts are taken, the cleansing occurs in Auritas Labs. Then, return to the organization for inspection before being loaded back into systems.
- Manual Cleanse: Some of the master data that is incomplete or missing may require pre-processing. Once this information has been gathered, it can be completely cleansed or proceed to the automated cleansing process.

Data Quality and Stewardship

Sustaining Process Excellence: After the data is cleaned, the organization is left with reliable, quality data. The next step is optimizing processes to ensure the organization's ability to sustain the changes made and prevent missteps that lead to bad data. This involves operationalizing data governance for the organization. Usually, this is done by implementing tools such as SAP's Master Data Governance, SAP MDG, or SAP Information Steward.

Data quality is the foundation upon which informed decisions and reliable insights are built. These are elements to consider when studying the quality of the data.



Auritas Data Management Factory Methodology

Assess

- Data Governance Maturity Assessment
- Review & Draft Data Quality and Governance Standards

Address

- Detailed Data Profiling Against Established Standards
- Develop and Prioritize /Governance Plan
- Data Transformation - Standardized Cleansed & Enriched Data

Sustain

- Operationalize Active/Passive Data Governance
- Implement Tools and Techniques To Sustain Benefits

Learn more about Auritas' Data Management Factory and it's proprietary methodology, visit www.auritas.com

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Data Quality and Stewardship

Data Governance: Building Blocks for Data Success

In the digital age, data is a critical asset for large organizations. However, maximizing the full potential of the data requires placing a high emphasis on data quality. Data governance empowers organizations to optimize operations, make informed decisions, and gain a competitive edge in the dynamic business landscape.

> Data Governance is a system of decision rights and accountabilities for information-related processes, executed according to agreed-upon models which describe who can take what actions with what information, and when, under what circumstances, using what methods.
>
> *Data Governance Institute*

To establish and execute a robust data governance strategy, it is essential to have a comprehensive grasp of the underlying data governance framework. While the specifics of these frameworks may differ based on unique organizational needs and industry regulations, they typically encompass several fundamental components crucial for effective governance. By familiarizing themselves with these, organizations can gain a solid foundation for implementing successful data governance practices tailored to their specific context.

1 Objectives and Goals

Objectives and goals serve as guiding principles and targets that organizations aim to achieve through effective data governance practices. These objectives typically revolve around ensuring and improving data quality, enhancing data security and privacy, and promoting regulatory compliance. By setting clear goals, organizations can **align their data governance efforts with overarching business objectives**.

2 Policies and procedures

These are the foundational guidelines and principles that define how data should be managed and governed within the organization. They outline objectives, standards, and rules for a series of topics such as data quality, data integration, data privacy, data security, and compliance. Data governance policies serve as a foundation for aligning data practices with organizational objectives. They **promote consistency in data handling and establish a framework for effective decision-making** based on reliable and trusted data.

What are some examples of procedures organizations can implement?

- Data Classification Policy: Establishes guidelines for classifying data based on its sensitivity, criticality, and regulatory requirements.
- Data Quality Management Policy: Outlines procedures for data profiling, data validation, data cleansing, and data quality monitoring.
- Data Privacy and Security Policy: Defines requirements for data privacy, security controls, access management, encryption, and incident response.
- Metadata Management Policy: Specifies guidelines for capturing, documenting, and managing metadata to enable data understanding and lineage.
- Data Lifecycle Management Policy: Provides procedures for data creation, storage, retention, archival, and disposal.
- Compliance and Regulatory Policy: Ensures compliance with data protection regulations, industry standards, and legal requirements relevant to the organization's operations.

3 Processes

Processes are the structured workflows and procedures that enable the implementation and execution of data governance policies. Processes provide a systematic approach for managing and governing data throughout its lifecycle, from data capture and storage to data analysis and dissemination. They cover areas such as data classification, data stewardship, quality assessment, and data access and usage controls. Data governance processes **ensure that data is consistently managed and utilized in accordance with established policies**.

4 Roles and Responsibilities

This component defines the individuals and their accountabilities within an organization's data governance framework. By clearly defining these, organizations can establish a structured approach to data governance, **assign accountability, and foster a culture of data stewardship throughout the organization**. Roles can include:

- Data stewards who are responsible for ensuring the quality, integrity, and proper use of specific data domains or sets.
- Data owners who have ultimate accountability for the data and its associated policies.
- Data custodians who manage the technical aspects of data storage, access, and security.
- Data governance committees that provide oversight and strategic direction for the data governance program.
- Executive sponsors who champion the importance of data governance and ensure its alignment with organizational goals.

5 Tools and Technologies

Data governance frameworks may incorporate specific tools and technologies to support data management and governance activities. These **enable organizations to automate and streamline data governance processes**, enhance data visibility, ensure compliance, and enable efficient data management and decision-making. These tools can include:

- Data cataloging tools that provide a centralized inventory of data assets.
- Data quality tools that assess and monitor data quality.
- Data lineage tools that track the origin and transformations of data.
- Data access and security controls that enforce access policies and protect sensitive data.

6 Communication and Training

Effective communication and training are essential for promoting data governance awareness and fostering a culture of data stewardship within the organization. Training programs aim to educate employees on their roles and responsibilities within the data governance framework and impart knowledge about data management best practices. These communication and training initiatives **foster a shared understanding and empower employees** to contribute to the success of data governance initiatives. What are some examples of that?

- Training Workshops: Conducting interactive workshops to educate employees about data governance principles, policies, and procedures. These workshops can cover topics such as data classification, quality and privacy, and it should provide practical guidance on how to implement data governance practices in their day-to-day work.
- Data Governance Champions: Identifying and training individuals within the organization who can serve as advocates and subject matter experts. These champions can help disseminate information, answer questions, and provide guidance to their colleagues.

- Internal Webinars or Lunch & Learns: Organizing regular internal sessions where subject matter experts share insights and best practices related to data governance and their importance for the organization. These sessions provide an opportunity for employees to ask questions and engage in discussions about data governance topics.
- Ongoing Communication Channels: Establishing ongoing communication channels, such as a newsletter, discussion forums, or online communities, where employees can stay updated on data governance initiatives, ask questions, and share experiences. Regular communication helps reinforce the importance of data governance and keeps employees engaged and informed.

As organizations continue to grapple with increasing data volumes and complexities, embracing data governance becomes more vital than ever. Data governance ensures the integrity, security, and reliability of data assets. **By prioritizing data governance, organizations can take advantage of the true value of their data** and position themselves for long-term success in a data-centric world.

Test Your Knowledge

Having acquired knowledge on data quality and stewardship, it's time to assess your understanding through a series of quiz questions, allowing you to put your newfound expertise to the test.

1 Which of the following is NOT an example of a data governance goal?

a) Establish a culture of data-driven decision-making
b) Improve data quality and data management best practices
c) Implement data governance tools and technologies
d) Enhance data privacy, security, and compliance

2 According to the Data Governance Institute, what is data governance?

a) A system for decision-making in data-related processes
b) A methodology for data migration to S/4HANA
c) A framework for data classification
d) A tool for data profiling and analysis

3 Which of the following tools can support data governance activities?

a) Data cataloging tools
b) Metadata management systems
c) Data quality tools
d) All of the above

4 What are the compliance risks associated with migrating bad data to S/4HANA?

a) Enhanced regulatory reporting
b) Improved financial accuracy
c) Fines and legal penalties
d) Increased customer trust

Answers can be found on page 59.

Auritas

Your migration journey starts here.

Data Quality & Stewardship

Data quality is ensures accuracy and reliability of the data to be migrated, establishing a unified source of truth and upholding the database's integrity.

Keep Core Clean

By achieving a streamlined database and system that closely adheres to standardization, organizations can enhance the migration process.

You're here.

Data Volume Management

With DVM techniques, organizations can reduce data complexity and optimize resources, cutting costs and migrating only the necessary data.

Process Excellence

Optimized processes maintain database quality and reliability, enabling effective solution implementation for business goals.

SAP S/4HANA

Data Volume Management

A cohesive data volume management (DVM) strategy implemented prior to the migration can help enterprises manage and reduce their database footprint in their SAP environment, seeing substantial savings in resources and time.

Data Volume Management

With the exponential growth of data in recent years, it has become increasingly challenging for organizations to manage and process large volumes of data efficiently, especially in the process of your SAP S/4HANA migration. However, with a cohesive data volume management (DVM) strategy implemented prior to the migration, organizations can identify the existing data in their SAP environment to manage and reduce their database footprint, seeing substantial savings in resources and time.

IMPORTANT TO KNOW

Failure to conduct data volume management pre-migration can result in several issues* that can impact the success of the migration and the efficiency of operations. Issues can range from increased migration time and performance errors in the new system to compliance issues and increased storage costs.

When considering a S/4HANA migration, where users need to pick a data size package corresponding to the amount of data for import, a large database can be extremely costly. Costs jump tremendously from one package to the other, making companies opt for smaller-size packages. For that, they need to guarantee no unnecessary data is being migrated and taking up space.

The DVM process involves implementing strategies to reduce the amount of data stored, optimize storage, and improve processing efficiency. In the context of SAP S/4HANA migration, data volume management is crucial for ensuring a successful migration. This is because taking large volumes of data during your S/4HANA migration can also be time-consuming and resource-intensive.

Five considerations for your DVM strategy:

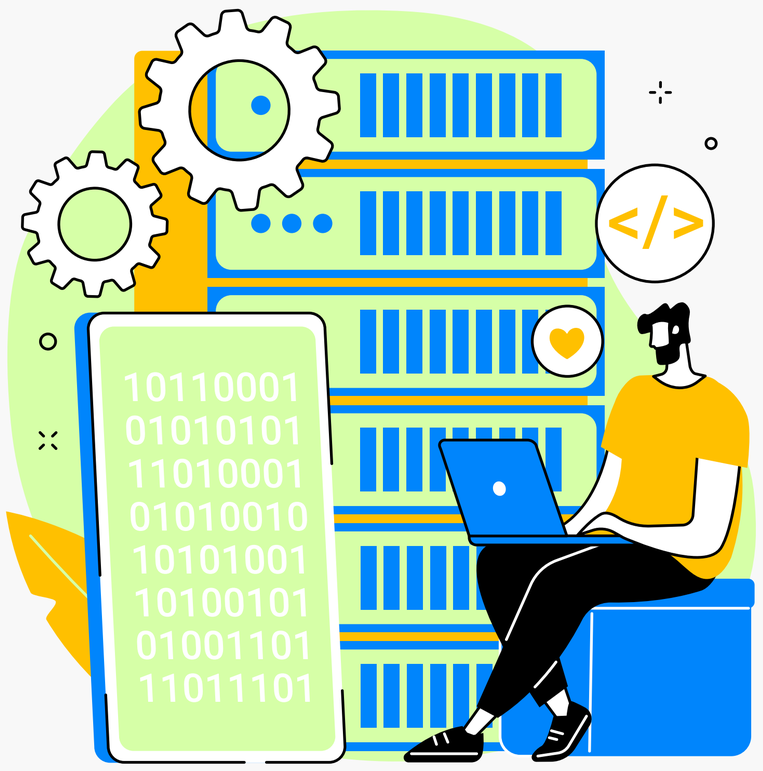
- ***Data Archiving***
- ***Data Migration***
- ***Data Deletion***
- ***Data Aggregation***
- ***Data Preservation***

Data Volume Management

Data Archiving	Data archiving is used to move historical and/or non-active data from the database to the SAP archive resulting in lower cost, growth management and performance enhancement.
Data Deletion	The intentional removal of obsolete data using standard housekeeping and cleanup procedures. Typically applies to technical data but can be applied to functional data.
Data Migration	It involves transferring data from the database to a storage system. This optimizes storage use, accessibility, and scalability while ensuring data integrity and reducing costs.
Data Aggregation	In some cases, data can be aggregated/summarized at a higher level, for example, by generating totals. You should use aggregated/summarized data if it provides you with the sufficient level of information that you require for your business processes.
Data Preservation	Technically, it is possible to deactivate updating for certain types of data. If, from a business point of view, you do not require this data, you should deactivate updating.

After two decades of helping customers manage their data and optimize their processes to save millions, Auritas developed a solution for SAP Business Technology Platform (BTP). It enhances SAP data management processes by identifying and automating key steps to reduce the overall database footprint – **Data ASSIST by Auritas.** The product, available to all SAP users, is an archive, sizing and scheduling information service tool.

Data ASSIST is a subscription service that will analyze SAP ERP production databases and estimate data volume savings using archiving and document storage to reduce database size. With this new Auritas solution for SAP BTP, organizations running SAP ERP solutions on either HANA or prior platforms can address data volume management requirements for storing and viewing archived information seamlessly.



Data Volume Management

Keep Your Database Lean While Saving Potential Millions

Data ASSIST by Auritas is an all-in-one solution to perform accurate analysis of archive objects within their database while scheduling & automating the archival process.

- Dashboard of your largest archiving opportunities
- Automated archiving for a lean, efficient & low-priced database
- Define retention requirements & manage the storage of unstructured information in SAP BTP

BENEFITS OF AURITAS DVM SOLUTIONS FOR BTP:

- **Data Footprint Management**: Right-size the database and reduce storage and management costs.
- **System Migration and Decommissioning**: Organize data that needs to be retained and retire legacy systems.
- **Legal Readiness**: Reduce cost and risk of electronic discovery and regulatory compliance.
- **Cloud Architecture Flexibility:** Enable Data storage and accessibility, portability, preservation, easy access, and lower TCO.
- **Optimized** in-memory computing power for S/4HANA systems.

Enterprises considering a ECC to SAP S/4HANA migration or those with quickly growing ERP databases, now have an SAP BTP option for data volume management. DATA ASSIST by Auritas allows SAP customers running on BTP to analyze production databases, estimate volume savings, and automate archiving of historical data while providing seamless access to archived data and documents.

Auritas

Data Volume Management

Data Archiving For Improved System Migration

Data archiving involves selectively relocating unused or infrequently accessed data to more cost-efficient storage, freeing up valuable resources and improving system performance. By intelligently relocating unused or infrequently accessed data to more cost-efficient storage, data archiving not only reduces storage requirements but also enhances system performance.

As organizations prepare to migrate their systems, the data accumulated in their systems throughout the years poses significant challenges. Storage expansion can be costly, and deleting data is often out of the question due to the need for read access for compliance. This is where a comprehensive data archiving strategy comes into play as a smarter and more sustainable solution. **It not only reduces storage requirements but also plays a pivotal role in controlling the growth of data moving forward**.

The benefits of data archiving are vastly known. They include:

- Archived data remains accessible, providing valuable historical insights for decision-making and strategic planning.
- Data archiving enables efficient management of large data volumes by moving inactive or less frequently accessed data to a separate archive.
- Data archiving reduces storage costs by freeing up valuable space on primary storage systems.
- Archiving improves system performance by removing old, rarely accessed data from primary storage.
- Data archiving ensures compliance with regulatory and legal requirements by securely retaining and retrieving data as needed.
- Archiving enhances data security by implementing stricter access controls and protecting sensitive information from unauthorized access.

Key Aspects of Data Archiving

01. Data Analysis & Classification
02. Archiving Object Definition
03. Data Archiving
04. Data Transformation
05. Archival Storage
06. Archive Info Structures
07. Retention Management
08. Retrieval & Restoration
09. Lifecycle Management

01. Data Analysis and Classification	Analyze and classify the data within the system. This involves identifying data objects based on their size, relevance, and residence requirements. The classification helps determine which data should be archived and which should remain in the active system.
02. Archiving Object Definition	Once the data is classified, archiving objects are defined. An archiving object represents a logical grouping of related tables that can be archived together. It defines the structure and attributes of the data to be archived.
03. Data Archiving	The identified data objects are archived from the active system. The archiving process involves retrieving the data from the records back to the graphical user interface (GUI) to access the data. Data archiving can be performed using various techniques primarily standard data archiving, enhancements to standard data archiving and tools, such as Data ASSIST.
04. Data Transformation	Archived data stored in SAP proprietary file format This may include compressing the data, and in the case of ILM Retention Manager, applying data retention policies. Transformation ensures that the archived data is optimized for storage efficiency and future retrieval.

Data Volume Management

05. Archival Storage	The resulting data is then stored in an archive storage system and or device that is SAP certified for storing file. These systems are designed for long-term data retention, with considerations for accessibility, durability, and cost-efficiency. Archival storage options may include storage area network (SAN), cloud storage, which can be on prem or on a partner system.
06. Archive Info Structures	These are tables designed to enable efficient retrieval or the archived data from the storage system. Metadata includes details like data origin, session details, archiving timestamps, and retention policies.
07. Retention Management	Once data is successfully archived, retention management ensures that the data is retained for the required duration according to regulatory or business policies. Retention management includes monitoring archival storage, verifying data integrity, and implementing data disposal procedures when the retention period expires.
08. Retrieval	When there is a need to access archived data. The archived data is retrieved from the storage system, through the standard user t-codes on the application server.
09. Lifecycle Management	Data archiving is an ongoing process that requires lifecycle management. This involves periodically reassessing the data classification, reviewing archiving policies, and adjusting as needed to ensure optimal data management and system performance.

Data archiving is a transformative process that offers immense value to businesses seeking efficient data management, compliance, and operational excellence. By understanding the key steps involved with the process, organizations can achieve a streamlined data environment. Embracing data archiving as an ongoing process empowers businesses to thrive in the digital age, unlocking the true potential of their data assets for a resilient and successful future.

Consequences of Neglecting Data Volume Management Pre-Migration

As explored in this chapter, DVM is crucial for ensuring a successful migration. This is because migrating large volumes of data to S/4HANA can be time-consuming and resource-intensive, and very costly. Without a cohesive data volume management strategy implemented prior to the migration, organizations can encounter several issues that can impact the success of the migration and the efficiency of operations, including:

- **Expensive storage costs**: Storing large volumes of data can be expensive, particularly with SAP new S/4HANA, where storage costs are designed as packages based on usage. Data volume management strategies can help to reduce storage costs by removing redundant or obsolete data sets.

- **Increased migration time**: Migrating large volumes of data can significantly increase the duration of your migration, resulting in longer system downtime and increased costs. S/4HANA migration can already take as long as 60 hours, but with a cohesive DVM strategy, Auritas' experts have seen a decrease in time of 66% to as low as 20 hours.

- **Compliance and regulatory issues**: Failure to manage data volume can lead to legal issues, particularly with regulations like GDPR. It's vital to ensure that only necessary data is migrated and handled in a compliant manner based on industry and needs.

- **Performance issues:** Although S/4HANA is designed to handle high volumes of data, large data sets can cause performance issues in the new SAP environment, causing efficiency problems for the organization. Unoptimized data structures can lead to slower processing times and unsatisfactory performance.

- **Inaccurate reporting and analysis:** Large volumes of data can make extracting meaningful insights and reports from your new S/4HANA environment difficult. Without proper DVM, it may be challenging to accurately report on business operations or conduct an in-depth analysis of accurate, relevant, and current data.

Organizations should consider starting their data volume management strategy prior to their database's migration to S/4HANA for the issues explored above. However, this process can be challenging and complex. But it doesn't have to be, with the necessary tools and help from implementation partners, companies can successfully implement DVM strategies and be prepared for a successful system migration.

Case Study: Database Reduction of 40% with Data Archiving

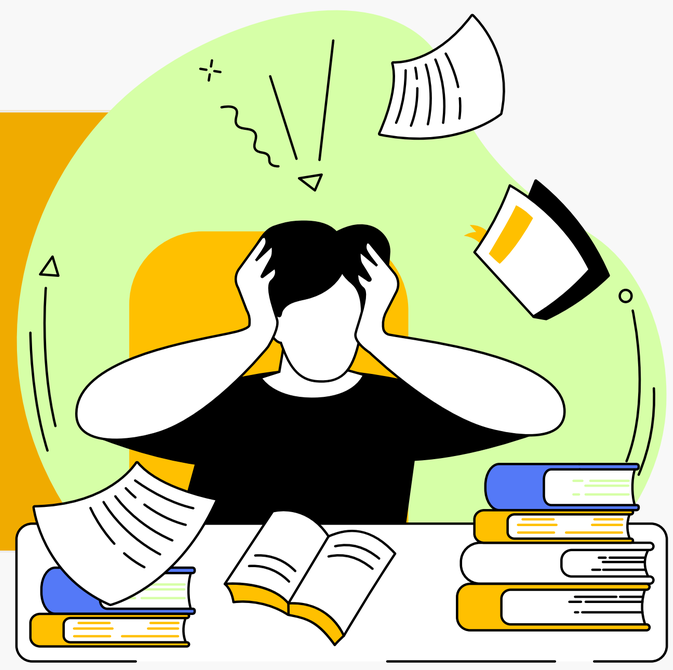
Saskatchewan Power Corporation (SaskPower) is the principal electric utility in Saskatchewan, Canada. Established in 1929 by the provincial government, the company serves 530k+ customers.

As the almost century-old company continued to grow with time, SaskPower faced several pain points related to its SAP database. The growth in database did not come with a data volume management plan and faced legal risks due to the lack of compliance rules in place.

> We didn't have a successful SAP data strategy and our database continued to grow. We knew we needed to archive, start retention and perform data cleanup. But we still needed our archived data at arm's reach.
>
> *– Director SAP Solutions & Enterprise Analytics, SaskPower.*

Pain Points

- Uncontrolled SAP database size and growth
- No SAP data strategy in place
- Lack of archiving capabilities internally
- No retention compliant in SAP and has legal risk



After publishing an RFP, Auritas was chosen to implement a data management solution for SaskPower. The plan was created in collaboration with Auritas team or experts and company leaders to craft a strategy that addressed all the objectives and aligned with company goals. The action plan included assessment, workshops, archiving, retention management, and knowledge transfer.

- Assessment of requirements and path options
- Workshops to create DVM strategy
- Archiving of most impactful 20 objects
- Positioning for retention management
- Post go-live support with AuriCare (Auritas AMS program)

The project was divided into two phases:

Phase 1 – Archiving Blueprint

- Database analysis
- Workshop to create roadmap for success
- Create assessment blueprint
- Finalize overall DVM strategy
  - Benefits and reasoning behind choices
  - Milestones and timelines
  - Integration requirements
  - Retention and destruction requirements
  - Knowledge transfer plan

Phase 2 – Implementation

- Implemented top 20 objectives in SAP ECC and CRM
  - IS-U
  - FI/CO
  - Bases
- Set-up ongoing archive automation
- Positioned for future retention management in SAP

The project took seven months. The results of the project included a list of benefits to SaskPower:

- **Database reduction of 40%** with ongoing growth control
- **Archiving** for database reduction through SAP ECC and CRM
- Positioned for legal and **regulatory compliance**
- **Cost savings** related to moving SAP data off SAN storage
- **HANA readiness**: database controlled in time or HANA migration
- **Extended life** of infrastructure through controlled database growth
- Readiness for retention management – **Risk avoidance**

Test Your Knowledge

Having acquired knowledge on data volume management, it's time to assess your understanding through a series of quiz questions, allowing you to put your newfound expertise to the test.

1. **What is the purpose of data de-duplication in the DVM process?**
   a) Enhancing data accessibility
   b) Increasing data processing efficiency
   c) Reducing data volume and storage costs
   d) Identifying redundant or obsolete data

2. **Which step is involved in the data volume management process prior to migration?**
   a) Testing data management strategies
   b) Optimizing in-memory computing power
   c) Identifying redundant or obsolete data
   d) Decommissioning legacy systems

3. **How does data compression contribute to data volume management?**
   a) It reduces the size of data files without losing information.
   b) It eliminates duplicate data sets.
   c) It optimizes data structures for efficient processing.
   d) It moves historical or non-active data to a secondary storage system.

4. **Why is data volume management crucial for a successful SAP S/4HANA migration?**
   a) It reduces storage costs and eliminates performance issues.
   b) It ensures compliance with regulatory requirements.
   c) It optimizes data structures and improves reporting accuracy.
   d) All of the above.

Answers can be found on page 59.

Auritas

Your migration journey starts here.

Data Quality & Stewardship

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You're here.

Process Excellence

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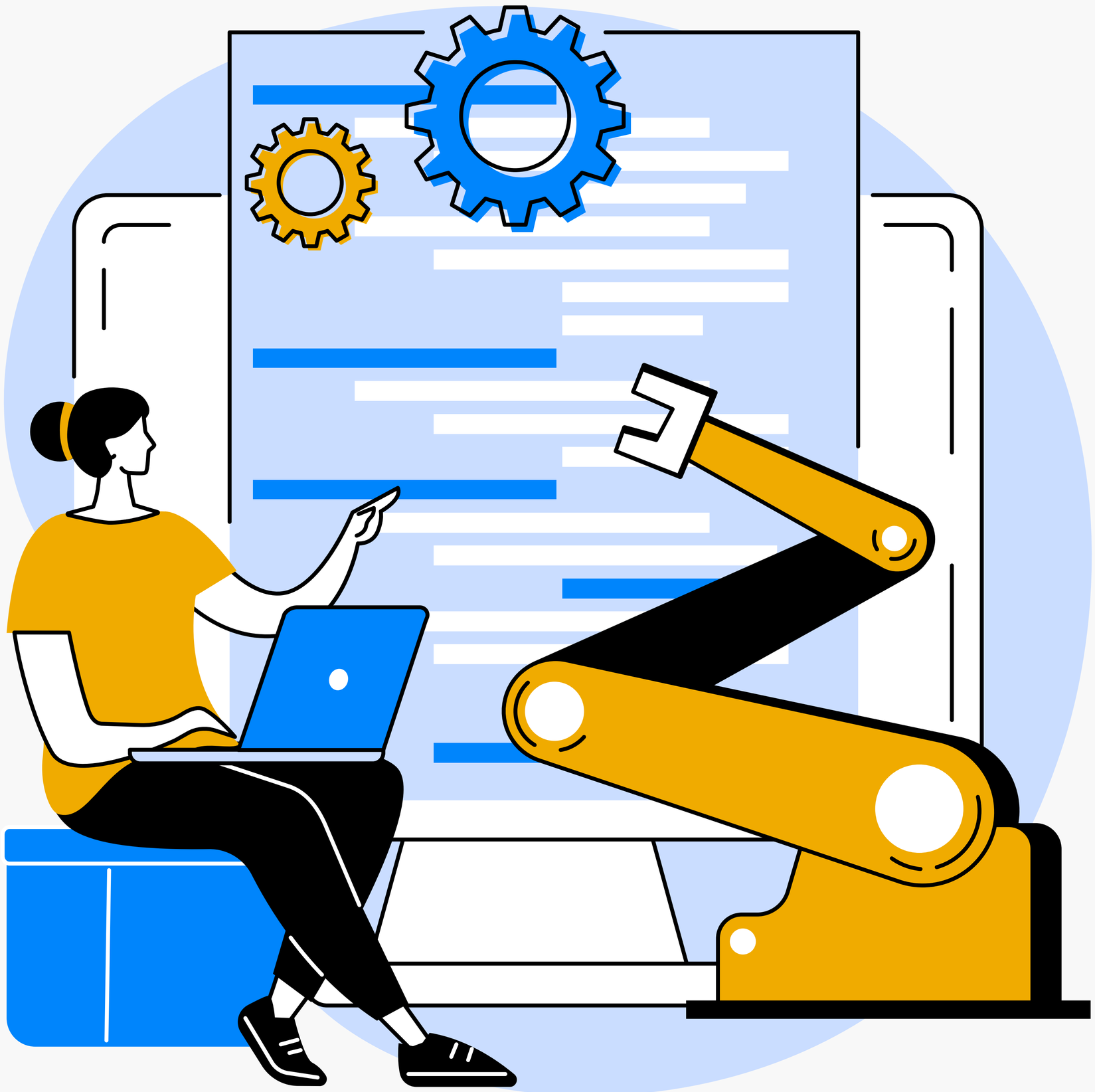
Data Volume Management

With DVM techniques, organizations can reduce data complexity and optimize resources, cutting costs and migrating only the necessary data.

SAP S/4HANA

Process Excellence

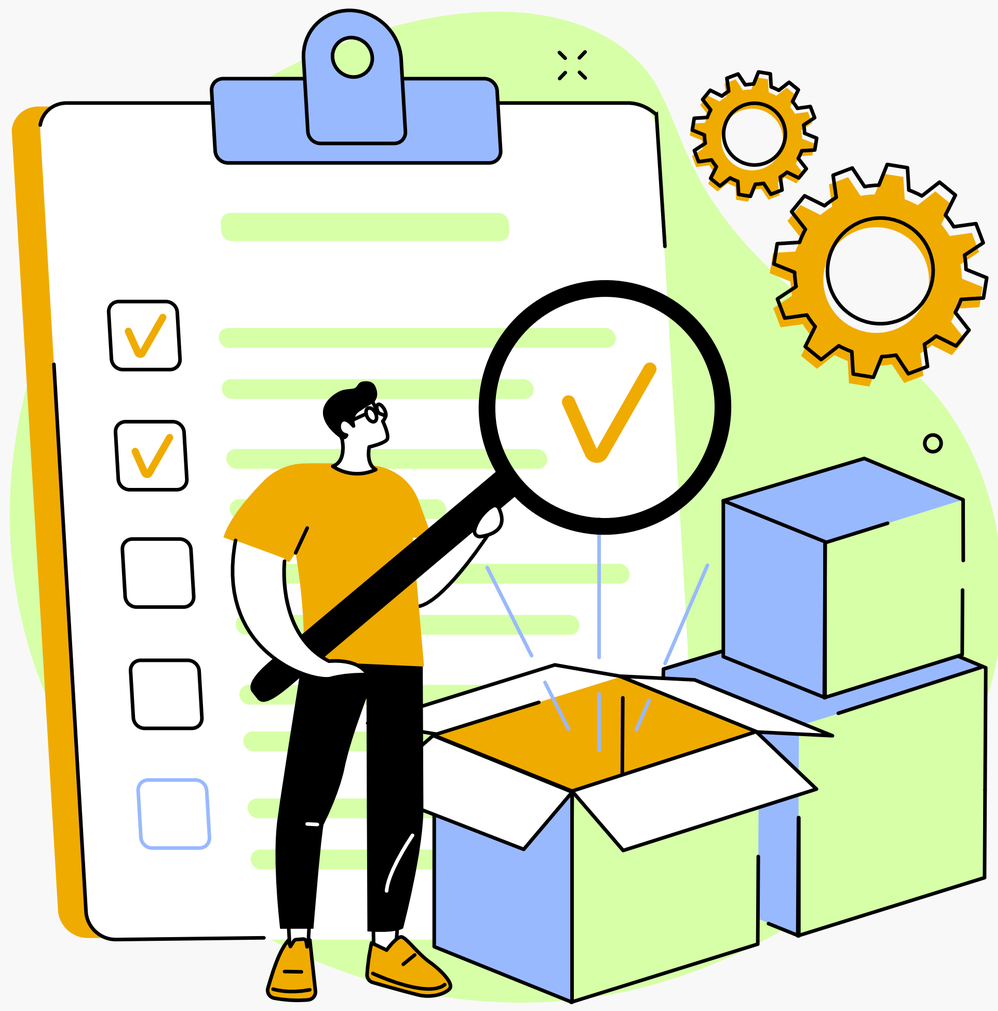
Process excellence serves as a catalyst for a successful SAP S/4HANA migration. As organizations embark on their migration journey, prioritizing process excellence becomes a fundamental pillar for success. Prior to the migration, organizations should also consider implementing solutions to streamline workflows to harness the benefits of the new system.



Process Excellence

In today's fast-paced digital landscape, businesses are constantly seeking innovative ways to optimize their operations and unlock new levels of efficiency. As organizations embark on the journey to migrate their systems to SAP S/4HANA, the importance of process excellence cannot be overstated. This migration presents a unique opportunity for enterprises to streamline their processes and simplify their IT landscape to harness the full potential of S/4HANA's advanced capabilities.

Process excellence, when referring to the pre-migration phase, involves assessing and optimizing business processes to ensure they align with the capabilities and requirements of the new ERP system. SAP's S/4HANA platform offers enhanced functionalities, such as real-time analytics and streamlined workflows. Therefore, process excellence, in this context involves, **evaluating existing business procedures, identifying areas for improvement, and redesigning or reengineering them to fully leverage the potential of the new system.**



Let's explore some of the key aspects involved with optimizing processes prior to SAP S/4HANA migration.

Process Analysis involves conducting a thorough examination of existing business processes to identify inefficiencies, bottlenecks, and gaps. It includes mapping out end-to-end processes, understanding dependencies, and documenting pain points or areas for improvement.

TIP

Engage in conversations with both your team and individuals from other departments who interact with the system and are involved in the process. This allows you to gain diverse perspectives on the current processes and identify opportunities for improvement.

Simplification and Standardization: The new SAP system encourages organizations to streamline processes. During the pre-migration phase, organizations can identify redundant or unnecessary steps and eliminate them. They can also harmonize and standardize processes across different business units or departments, leading to improved efficiency, reduced complexity, and better data consistency.

Process Automation: SAP S/4HANA provides advanced automation capabilities, such as robotic process automation (RPA) and intelligent workflows. The pre-migration stage provides the perfect opportunity to identify possibilities for automation to leverage the features offered by SAP S/4HANA to optimize process execution. Collaboration between teams and departments is key during this assessment.

Data Governance: Organizations need to evaluate their data models, flows and governance practices to ensure data quality. This includes cleansing and harmonizing data before the migration, identifying archiving opportunities, defining data governance frameworks, and establishing data management processes aligned with SAP S/4HANA requirements.

Thus, prioritizing process excellence prior to SAP S/4HANA migration help organizations streamline current procedures and establish standardization. With that, they are able to harness the advanced capabilities of SAP S/4HANA, gaining a unique competitive advantage within their industry.

Overcoming Challenges

Achieving process excellence prior to SAP S/4HANA migration can be a challenging undertaking due to various challenges that organizations may face. The top two obstacles companies often encounter when optimizing processes are the lack of standards in current processes and the legacy systems and outdated technologies accumulated with time. Let’s explore those and talk about how to mitigate and overcome them.

1 Non-conforming processes

Over time, organizations often accumulate redundant or outdated processes that hinder efficiency and increase complexity. Due to that, one of the primary hurdles is the lack of standardized and optimized processes within the existing IT landscape. Without standardized processes, organizations often operate with fragmented or/and inconsistent approaches, leading to inefficiencies, errors, and complexities. In the context of migration, negative impacts the harmonization and optimization efforts required to align with S/4HANA's streamlined functionalities.

To mitigate errors during the migration process, organizations need to thoroughly analyze existing processes, identify variations, and establish standardized frameworks, as explored in the key aspects of process excellence. Standardized and integrated processes lay the foundation for a seamless migration experience, ensuring consistency and improved operational effectiveness within the SAP S/4HANA environment.

1 Legacy Systems

Legacy systems are often built on outdated technologies that lack the agility and advanced functionalities of modern platforms. Their complex integrations, customizations, and dependencies pose a significant challenge when striving to achieve process excellence prior to SAP S/4HANA migration.

Legacy decommissioning becomes a crucial step to overcome this challenge. This involves identifying, evaluating, and retiring obsolete systems. By decommissioning legacy systems and consolidating processes onto a modern and unified platform, organizations can streamline operations, reduce complexity, and pave the way for process excellence in the migration journey.

TIP

Leverage system decommissioning tools during this process. Tools, such as Data GUARD, provide a single view for controlling and decommissioning multiple systems while applying corporate retention policy and meeting legal requirements. This makes it simple for companies to optimize their data management strategy and achieve process excellence.

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Overall, to proactively overcome these challenges, organizations can take very simple steps. First, fostering collaboration and communication across departments and stakeholders is vital to break down silos and ensure a unified approach to process excellence. In addition, investing in change management initiatives, training programs, and skill development can help employees embrace the new processes and technologies. Lastly, put systems and procedures in place to maintain excellence moving forward.

TIP

Address these challenges head-on. By being proactive and implementing well-though-out strategies, organizations can achieve process excellence prior to SAP S/4HANA migration with less complexity. This sets a strong foundation for a successful migration journey, paving the way for improved efficiency, streamlined operations, and enhanced business outcomes.

Process Excellence

Moreover, organizations should leverage the expertise of SAP consultants and implementation partners who have extensive experience in process optimization and S/4HANA migrations, like Auritas. Their guidance can provide valuable insights and accelerate the achievement of process excellence prior to the migration.

Process excellence serves as a critical catalyst for a successful SAP S/4HANA migration. It **empowers businesses to unlock the full potential of SAP S/4HANA's advanced capabilities and drive sustainable growth**. As organizations embark on their migration journey, prioritizing process excellence becomes a fundamental pillar for success, shaping a future where innovation and optimized operations go hand in hand.

Optimizing Processes

Assess

Identify current business processes and issues that hinder efficiency and can lead to problems. Recognize business goals and objectives.

Address

Optimize processes already in place, getting rid of unnecessary steps, and implement new procedures having in mind end-users and overall business operations.

Sustain

Create plans to sustain changes moving forward and offer the necessary training for future success.

Process Excellence

Thus, organizations are only truly able to take full advantage of S/4HANA's benefits if their processes are optimized and changes are sustained for the migration. There is a comprehensive suite of solutions to ensure excellence depending on the enterprise's needs, which are identified through the process analysis.

- VIM streamlines invoice processing, enhancing accuracy and reducing manual effort for procure to pay processes.
- Order-to-Cash module optimizes sales and payment cycles, leading to quicker revenue realization.
- Vertex facilitates precise and compliant tax calculations, avoiding errors and regulatory issues.
- Vistex manages pricing, rebates, and royalties efficiently, enhancing revenue streams.
- And more.

Learn more about how Auritas can help you integrate these solutions at www.auritas.com

When combined, these solutions harmonize operations, eliminate silos, and enable real-time insights. This is especially crucial during SAP S/4HANA migration, as the **transition demands robust process optimization**.

By streamlining financial, sales, tax, and pricing processes, businesses gain agility and competitiveness. The implementation of these solutions, and others, aligns with the core principles of SAP S/4HANA—simplicity, speed, and smart analytics. Thus, businesses not only optimize existing processes but also lay a strong foundation for successful migration to SAP S/4HANA, ensuring efficient and future-ready operations.

Test Your Knowledge

Having acquired knowledge on process optimization and excellence, it's time to assess your understanding through a series of quiz questions, allowing you to put your newfound expertise to the test.

1. **What are the top two challenges organizations face when striving for process excellence prior to SAP S/4HANA migration?**

   a) Lack of data governance framework and redundant steps in current processes.
   b) Lack of standards in current processes and the legacy systems.
   c) Inefficient data models and lack of advanced functionalities.
   d) Redundant steps in current processes and inefficient data models.

2. **Which key aspect of process excellence involves identifying redundant steps and harmonizing processes, including those across different business units or departments?**

   a) Process Analysis
   b) Simplification and Standardization
   c) Process Automation
   d) Data Governance

3. **How can organizations proactively overcome challenges and achieve process excellence prior to SAP S/4HANA migration?**

   a) Emphasize system complexity
   b) Invest in skill development programs
   c) Limit collaboration across departments
   d) Delay change management initiatives

4. **What is the benefit of simplification and standardization in the pre-migration phase?**

   a) Enhanced data governance frameworks
   b) Implement advanced automation capabilities
   c) Improved efficiency and reduced complexity
   d) Harmonization of the data between all legacy systems

Answers can be found on page 59.

Auritas

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SAP S/4HANA

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SAP S/4HANA Pre-Migration Checklist

The pre-SAP S/4HANA migration checklist is essential for organizations planning to transition to the new system. While not all items may be applicable, evaluating and optimizing your current system landscape is key for a smooth transition. By following this checklist, organizations can optimize their operations, leverage S/4HANA's capabilities, and facilitate a successful migration process.

- ☐ **Assess current system and database**
- ☐ **Implement data quality management strategy**
- ☐ **Identify redundant or obsolete data**
- ☐ **Manage data volume**
- ☐ **Test and validate data integrity**
- ☐ **Assess data governance program**
- ☐ **Identify and address database issues**
- ☐ **Identify compliance needs**
- ☐ **Plan for legacy system**
- ☐ **Optimize current processes**
- ☐ **Implement plan to sustain changes**
- ☐ **Consult with data & process optimization experts**

About Auritas

Auritas is a global ERP products and services company specialized in data management, process optimization, and product innovation, with a focus on SAP Enterprise customers. Since its inception in 2003, Auritas has been closely aligned with SAP & has established itself as a leading pioneer in the market for all things data & process.

By continuously supporting our clients, Auritas has successfully achieved $.5 Billion in accumulated customer savings with over 500 projects completed. With proven experience and practical success in every known vertical, SAP and the “Big 4” firms often outsource customer engagements to Auritas. In 20 years, the company has established a 100% reference-able track record, delivering bankable ROI in private and public sector projects.

Why Auritas

With an IT consulting and services portfolio that includes SAP HANA & Analytics, Information Lifecycle Management, and Enterprise Content Management, Auritas provides solutions spanning the full enterprise information lifecycle. By maximizing ERP functionality throughout the create, consume, archive and dispose stages of the lifecycle, Auritas delivers solutions that improve data and workflow, manage risk and compliance, increase operational efficiency and productivity to help customers reach peak performance, while maximizing native SAP functionality.

Auritas empowers digital transformations, enabling customers to leverage emerging opportunities and market dynamics. Our success is strengthened by long-term strategic alliance with SAP, helping us deliver smarter, and more cost-effective solutions while remaining nimble.

Test Your Knowledge (Answers)

Data Excellence: Keep Core Clean

1. **b)** It reduces system complexity and enhances system stability.
2. **d)** All of the above.
3. **a)** Data profiling, data cleansing, and data enrichment.
4. **c)** It ensures accurate reporting and informed decision-making.
5. **a)** It reduces the risk of errors or data discrepancies.

Data Quality and Stewardship

1. **c)** Implement data governance tools and technologies.
2. **a)** A system for decision-making in data-related processes.
3. **d)** All of the above.
4. **c)** Fines and legal penalties.
5. **c)** It prevents system errors and inconsistencies.

Data Volume Management

1. **c)** Reducing data volume and storage costs.
2. **c)** Identifying redundant or obsolete data.
3. **a)** It reduces the size of data files without losing information.
4. **d)** All of the above.
5. **c)** It assists in sizing and scheduling data archiving.

Process Excellence

1. **b)** Lack of standards in current processes and the legacy systems.
2. **d)** Simplification and Standardization.
3. **b)** Invest in skill development programs.
4. **c)** Improved efficiency and reduced complexity.