

SCMA - Other Monitoring Options

You can also check what is the current status of a workflow, what is done or what is still to be done

Tasks to be completed when documenting an SAP Transaction, Report or Message code.

1. Title of the page = SAP Transaction code, SAP Report or SAP Message

2. Add the following Labels, respectively:

- SAP Transaction => "sap_transaction", Transaction code "xxxx"
- SAP Report => "sap_report"
- SAP Message => "sap_msg"

3. On the left section, describe the steps. On the right section, insert respective print screens and additional guidelines, if needed (e.g. Main selections of the transaction...)

STEP 1

Use transaction code:

i SCMA - Other Monitoring Options: Initial Screen

i Step 2

Check what is the **current status of a workflow**, what is done or what is still to be done.

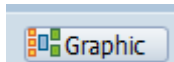
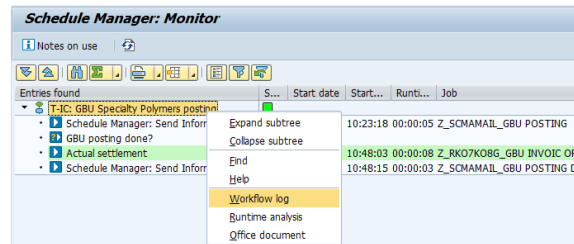
i Step 3

One of the options of workflow is the **integration of user decisions**. This option allows a better coordination of tasks between the task executor and the receiver of the information (can be CAM, Controller...)

STEP 2

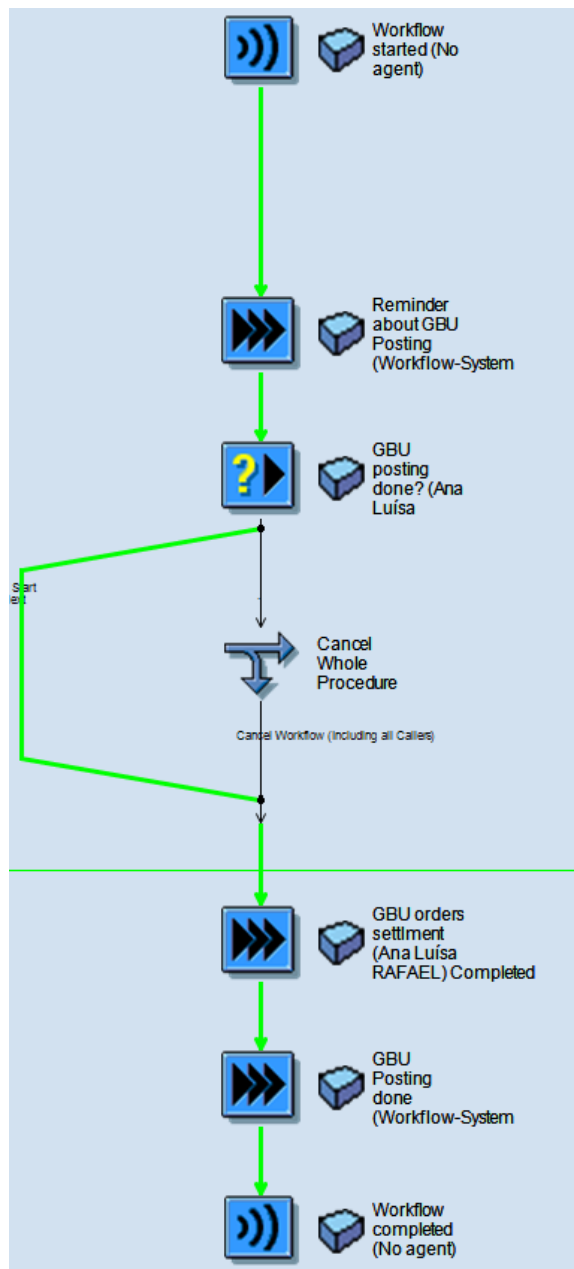
Check the current status of a workflow

Go to:



And then press :

- You will see in the left side the entire workflow structure:



If the workflow as a green line all over the workflow it means that is done.

If the workflow is still not complete, either it can still be running or waiting for a user decision.

STEP 3

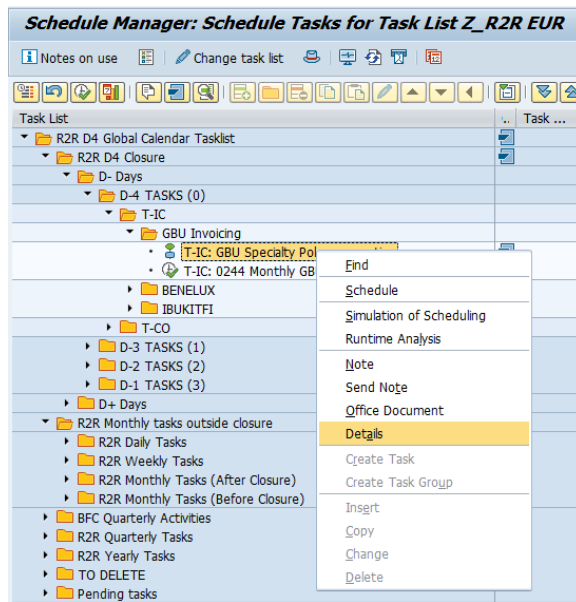
Go to monthly overview and:

Find who is responsible for a user decision task

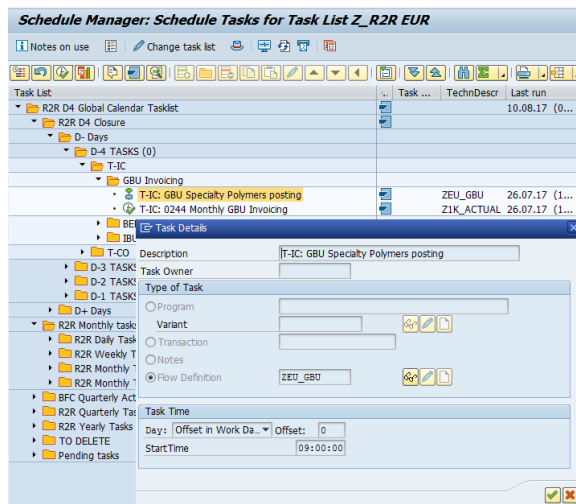
The user decision is identified in the workflow structure with the following



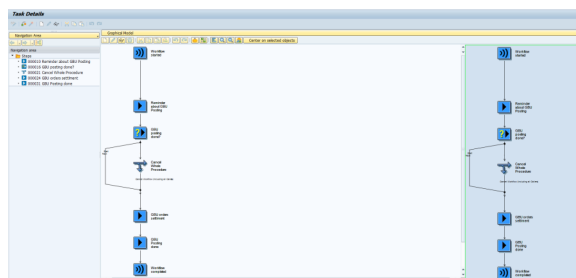
icon, every time you see this icon it means that a decision is needed.



Then press details, ignore the information pop up messages by pressing twice "Enter".



You will find the following screen:



Where you can find all programs/steps and structure of this workflow.

Then you should double click on the user decision you want to check.

Flow Definition: Detail of User Decision

Navigation Area: Name: GBU posting done?

Message title: GBU posting done?

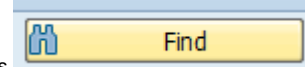
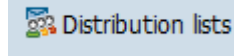
Message recipient: Distribution... 3S-GBU

Priority of message: 4 High

Navigation area:

- Steps
 - 000010 Reminder about GBU Posting
 - 000016 GBU posting done?
 - 000021 Cancel Whole Procedure
 - 000024 GBU orders settlement
 - 000031 GBU Posting done

This information will appear at the right side of the screen, then pick the Message recipient, in this example to see the recipient go to SAP business workplace. Once in the workplace click on

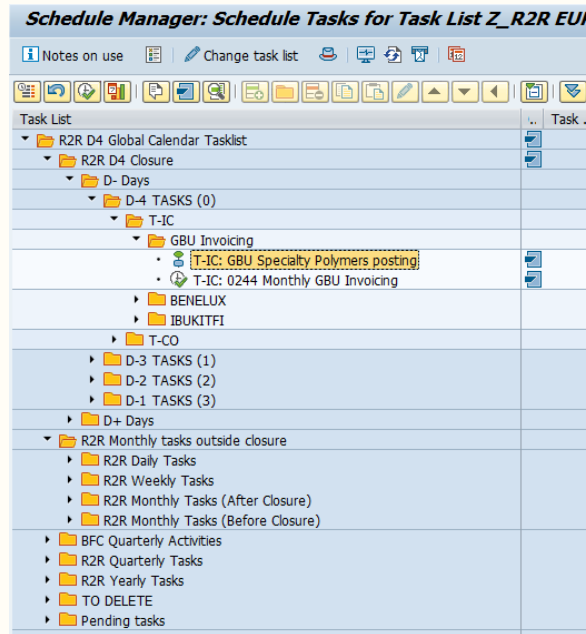


Then paste the message recipient in to field name and press

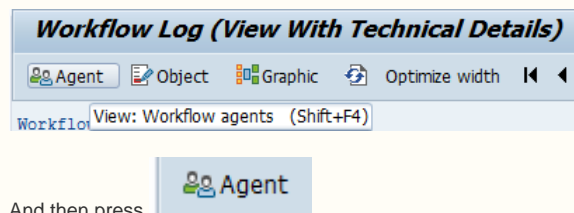
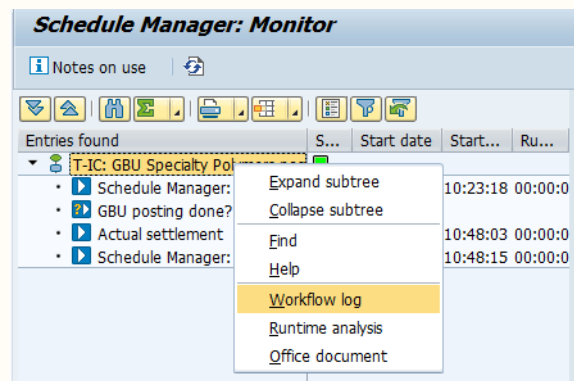
Note

[Empty note area]

In some occasions the decision is pending and you may not know how is responsible or how as pick up the decision, (mainly in cases where there are more than one local in the distribution list) to check who as the decision go to:

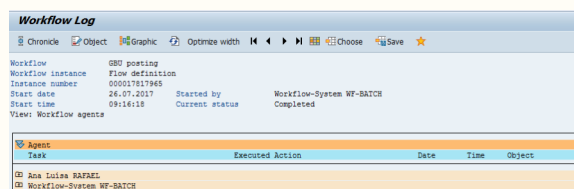


Then press Workflow log.



And then press

You will receive the names of the agents that are actively processing the workflow, if you double click in each name you will see all the steps and details of the tasks executed or pending steps by each agent.



STEP 4

Check other SCMA overviews

Other SCMA overviews:

- [SCMA - Daily Overview Monitoring](#)
- [SCMA - Programs Monitoring](#)
- [SCMA - Workflows Monitoring](#)

STEP 5





Check other schedule manager transactions

Other schedule manager transactions:

- [SCMO - Schedule Manager Monitor](#)
- [Z_SCMO_TASKLIST - Schedule Manager](#)

Workflow history

This view shows the 5 most recent entries. The complete workflow log is available from the 'Document Activity' menu item.

Mar 27, 2019	Actor	Type	Activity	Version
Published	 Cátia Pinto	Edit	updated the page at 6:32 pm	
		State	changed state to Published at 5:32 pm	v5
Draft	 Cátia Pinto	State	gave <i>Approvers</i> approval at 5:32 pm	
From Dec 26, 2018 to Mar 27, 2019				
	 Joana Tavares	Edit	updated the page at 4:23 pm	
Dec 07, 2018				
	 Joana Tavares	Edit	created the page at 2:48 pm	
		State	changed state to Draft at 1:47 pm	v1