# ERP-263 Project Business Case

Approved

Please see the SyWay Analytics Approach document, section 'Documentation' for more information about the context of this document.

| | |
|---|---|
| **Status** | Approved |
| **Functional Specification Owner** | CONNELLY-ext, Delia |
| **Stakeholders** | UPADHYAY-ext, Anjali |
| **Jira Request ID** | [ERP-125] Business Case form to capture Project Financial Indicators - Jira |
| **Jira Development (Build) ID** | [ERP-263] Business Case form to capture Project Financial Indicators - Jira |
| **Lean IX App Link** | |
| **Business Process Reference (L4)** | 10.01.03.01. Manage Initiatives and Items \| Signavio |

## High-Level Specification

| Parameter | Value |
|---|---|
| **Application System (Delivery Tool)** | SAC Story |

## Functional Overview

The Project Business Case captures key financial information about a project in a simplified and standardized format to enable:

- Calculation of key financial indicators to enable comparable financial reporting across a Project Portfolio
- Calculation of Project Scoring to support the Prioritization process

The Business Case includes:

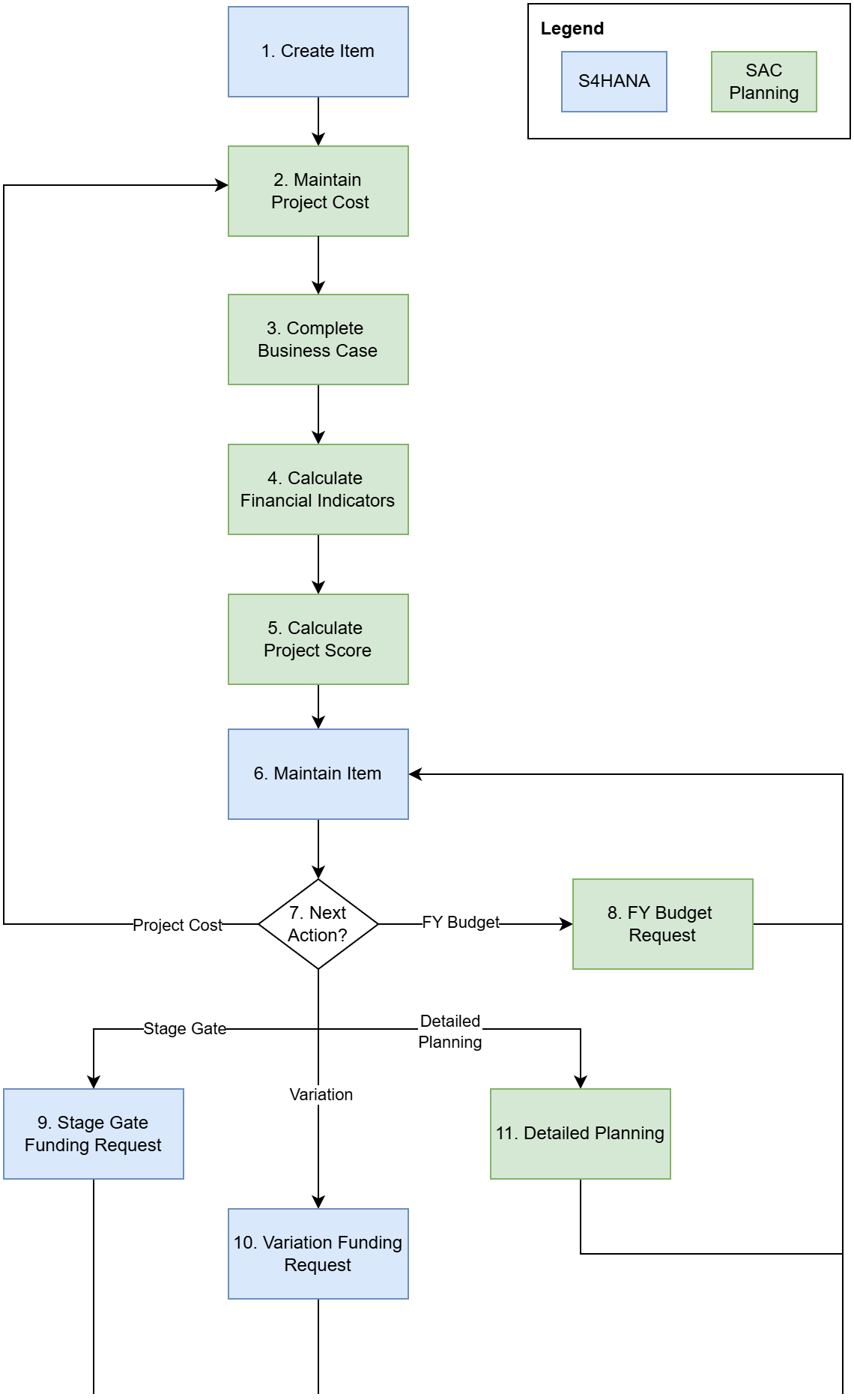
- Capturing financial information such as Sales Prices, Sales Volumes
- Capturing recurring product costs
- Calculation of financial measures such as Sales Forecast, Contribution Margin
- Calculation of financial indicators, such as NPV, MIRR and VCI
- Calculation of Project Score.

### Scope

The Project Business Case must be completed for all financially driven projects, except for Items linked to a Cluster Item.

### Process Flow Diagram

The following flow diagram provides context for the Business Case within the scope of all the Item/Project planning functions:


Legend
S4HANA
SAC Planning
1. Create Item
2. Maintain Project Cost
3. Complete Business Case
4. Calculate Financial Indicators
5. Calculate Project Score
6. Maintain Item
7. Next Action?
Project Cost
FY Budget
8. FY Budget Request
Stage Gate
Detailed Planning
Variation
9. Stage Gate Funding Request
10. Variation Funding Request
11. Detailed Planning

| Step | Description | Comment |
|---|---|---|
| 1. | Create Item | A new Item is created in S4HANA. The Item master data is synch'd to SAC. |
| 2. | Maintain Project Cost | A time-phased Project Cost is required for all Portfolio Items.<br><br>This is entered at Item level for new Items or copied from Detailed Planning for Items with a Project/WBS.<br><br>Past periods are automatically over-written with actual costs. |
| 3. | Complete Business Case* | The previously entered Project Cost is displayed in the Business Case (non-editable).<br><br>Manual inputs to the Business Case are made as required. |
| 4. | Calculate Financial Indicators* | Financial Indicators such as NPV, MIRR and VCI are calculated from the business case inputs. |
| 5. | Calculate Project Score** | If the Project has a financial driver, Project Score is calculated based on the financial indicators from the Business Case.<br><br>Otherwise, Project Score is calculated based on a Risk assessment. |
| 6. | Maintain Item | Portfolio Item master data is maintained throughout its lifecycle. |
| 7. | Next Action? | Various planning actions are required throughout the life of the Portfolio Item |
| 8. | FY Budget Request | FY Budget Request is maintained for Items requiring budget for the next Financial Year. This is an annual process for the relevant Items. |
| 9. | Stage Gate Funding Request | A Stage Gate is triggered. Depending on the Item Type and Stage Gate, this may involve a funding request. |
| 10. | Variation Funding Request | A Variation Funding Request is made mid-phase when supplementary budget is required. |
| 11. | Detailed Planning | During the life of the Item/Project a time-phased, detailed plan can be maintained at WBS Element level. This can be copied at Item level to Project Cost.<br><br>Past periods are automatically over-written with actual costs. |

* Covered in this Functional Specification

** Referenced in this Function Specification, but details not included.

# Solution Overview

Input from: Reporting & Analytics Consultant

The Project Business Case incorporates data drawn from the following sources:

- Centrally maintained Master Data
- Project Costs - an Item Financial View maintained in a separate Planning page
- Data inputs directly in the Business Case
- Calculations

The results are stored in DSP against the Portfolio Item.

## Story Definition

### Overview Page

N/a - individual tiles will be available on the BTP launchpad to access each story and/or page as required.

### Story Page 1 - Business Case

#### Page Objective

This page supports input of the Business Case and calculation of Financial Indicators and Project Score. It is also possible to display a previously saved snapshot of the Business Case.

## Page filters

| Report<br><br>Field Name | Mandatory /Optional | Prompt Type<br><br>(Single Value, Multiple Single Values, Interval, Selection Option, Hierarchy) | Default Value(s) or Restrictions<br><br>(please provide default value) |
|---|---|---|---|
| Item Id | Mandatory | Single Value<br><br>Select from Hierarchy with option to filter by Item attributes such as Description, Person Responsible | |
| Snapshot Version | Optional | Single Value<br><br>Select from existing Business Case snapshots for the Item | |

## Page level input controls

N/a

## Calculations

Calculations are incorporated in the Layout tables below.

All currency amounts will be saved in the Item Currency with the necessary conversions applied:

- If the Business Case was completed in EUR, then all currency amounts will be converted to the Item currency (if not EUR)
- If a Currency or Cost/Price Multiplier was selected, then all values and prices will be converted back to a factor of 1
- Finance will provide the relevant Exchange Rate Type to be used for currency conversions.

All quantities will be saved in the selected Unit.

## Layout

Refer here for a mock-up of the Business Case: Business Case Template - Google Sheets

The Excel Add-In for SAC will be available for this page.

The following table describes the data sources and calculations:

| Widget | Data Model | Field | Filter / Calculation |
|---|---|---|---|
| Header | PPM_ITEM | Project Name:<br><br>CGPL_TEXT-TEXT1 | |
| | PPM_ITEM | Project ID<br><br>/RPM/ITEM_D-EXTERNAL_ID | |
| | PPM_ITEM | Project Owner:<br><br>/RPM/ITEM_D-ZXX14 | Derive Personnel Name from Position |
| | PPM_ITEM | /RPM/ITEM_D-CATEGORY | Retrieve description from RPM_PROJ_CAT |
| Time Horizon | | | Years to be displayed in the time horizon are repeated for each table/widget and determined as follows:<br><br>If Year of Project Kick-Off not blank<br><br>First year = Year of Project Kick-Off<br><br>else<br><br>First year = year of Planned Start (/RPM/ITEM_D-PLANNED_START)<br><br>Final year = current year + 20<br><br>The following years are highlighted in the time horizon:<br><br>• First year of Commercial Sales<br>• Year of Maturity = (First year of Commercial Sales + Time to Full Maturity) |

| | | | |
|---|---|---|---|
| 0. Preliminary Information | PPM_ITEM | Year of Project Kick-Off | Mandatory, format YYYY<br><br>Default to year of /RPM/ITEM_D-PLANNED_START |
| | PPM_ITEM | First Year of Commercial Sales | Optional, format YYYY<br><br>If entered, must be >= Year of Project Kick-Off |
| | PPM_ITEM | Time to Full Maturity (Years) | Optional, integer<br><br>If entered, must be >= 0 |
| | PPM_ITEM | Discount Rate (WACC) | Mandatory, format %<br><br>If blank, take default from /SYQ/T_SCORING_PARAMS-PARAM_VALUE where:<br><br>• /SYQ/T_SCORING_PARAMS-CALCULATION = 'NPV'<br>• /SYQ/T_SCORING_PARAMS-PARAM = 'Discount Rate/WACC'<br><br>Must be >= 0 and <= 100 |
| | SCORING_PARAMETERS | Years for NPV Calculation:<br><br>/SYQ /T_SCORING_PARAMS-PARAM_VALUE | Where:<br><br>• /SYQ/T_SCORING_PARAMS-CALCULATION = 'NPV'<br>• /SYQ/T_SCORING_PARAMS-PARAM = 'Years for NPV Calculation' |
| | PPM_ITEM | Currency | Mandatory<br><br>Default to Group Currency (EUR) and allow to switch to Item currency (/RPM/ITEM_D-CURRENCY) |
| | | Currency Multiplier | Mandatory<br><br>Select from list of defined multipliers; 1, 1k, 1m<br><br>If blank, default to 1k<br><br>Derive Currency Factor and Currency Display:<br><br>If Currency Multiplier = 1<br><br>Currency Factor = 1<br><br>Currency Display = Currency<br><br>ElseIf Currency Multiplier = 1k<br><br>Currency Factor = 1,000<br><br>Currency Display = "k" & Currency<br><br>Else (Currency Multiplier = 1m)<br><br>Currency Factor = 1,000,000<br><br>Currency Display = "m" & Currency |
| | PPM_ITEM | Reinvestment Rate | Mandatory, format %<br><br>If blank, default to Discount Rate (WACC)<br><br>Must be >= 0 and <= 100 |
| | PPM_ITEM | End Year for NPV Calculation | Calculated:<br><br>If First Year of Commercial Sales = 0 then<br><br>End Year for NPV Calculation = Year of Project Kick-Off + Years for NPV Calculation<br><br>Else<br><br>End Year for NPV Calculation = First Year of Commercial Sales + Years for NPV Calculation |
| | PPM_ITEM | Probability of Commercial Success | Optional, format %<br><br>If entered, must be >= 0 and <= 100 |
| | PPM_ITEM | Probability of Technical Success | Optional, format %<br><br>If entered, must be >= 0 and <= 100 |
| | PPM_ITEM | Risk Adjustment | Mandatory, format %<br><br>Must be >= 0 and <= 100 |

| | | | |
|---|---|---|---|
| | PPM_ITEM | Working Capital/Sales Ratio | Mandatory, format %<br><br>Must be >= 0 and <= 100<br><br>If blank, take default from /SYQ/T_SCORING_PARAMS-PARAM_VALUE where:<br><br>• /SYQ/T_SCORING_PARAMS-CALCULATION = 'NPV'<br>• /SYQ/T_SCORING_PARAMS-PARAM = 'Working Capital/Sales Ratio' |
| | PPM_ITEM | EBITDA at Maturity | Optional, format as per Currency |
| 1. Project Cost (FEC) | | Project Cost (FEC) - Opex Currency<br><br>/RPM/FIN_PLAN-CURRENCY | Display-only; Currency Display |
| | PPM_ITEM | Project Cost (FEC) - Opex:<br><br>/RPM/FIN_PLAN-AMOUNT | Display-only, format as per Currency<br><br>Filter:<br><br>• Financial View = 20 (Project Cost)<br>• Financial Category = Z002 (Opex)<br>• Financial Group = Z001 (All Costs) |
| | | Project Cost (FEC) - Capex Currency<br><br>/RPM/FIN_PLAN-CURRENCY | Display-only; Currency Display |
| | PPM_ITEM | Project Cost (FEC) - Capex:<br><br>/RPM/FIN_PLAN-AMOUNT | Display-only, format as per Currency<br><br>Filter:<br><br>• Financial View = 20 (Project Cost)<br>• Financial Category = Z001 (Capex)<br>• Financial Group = Z001 (All Costs) |
| | | Total Project Cost (FEC) Currency | Display-only; Currency Display |
| | | Total Project Cost (FEC) | Display-only, format as per Currency<br><br>Calculated:<br><br>Project Cost - OPEX + Project Cost - CAPEX |
| 2. Project P&L Impact | PPM_ITEM | Price/Cost Multiplier | Mandatory<br><br>Select from list of defined multipliers; 1, 1k, 1m<br><br>Derive Price/Cost Factor:<br><br>If Currency Multiplier = 1<br><br>Price/Cost Factor = 1<br><br>Price Currency Display = Currency<br><br>ElseIf Currency Multiplier = 1k<br><br>Price/Cost Factor= 1,000<br><br>Price Currency Display ="k" & Currency<br><br>Else (Currency Multiplier = 1m)<br><br>Price/Cost Factor = 1,000,000<br><br>Price Currency Display ="m" & Currency |
| | PPM_ITEM | Unit | Mandatory<br><br>Select from list of defined UOM |
| | PPM_ITEM | Product Volumes Unit:<br><br>/RPM/FIN_PLAN-UNIT | Display-only, same as selected Unit<br><br>Filter:<br><br>• Financial View = 80 (Product Volume/Price)<br>• Financial Category = Z003 (All Costs)<br>• Financial Group = Z001 (All Costs) |

| | | | |
|---|---|---|---|
| | PPM_ITEM | Product Volumes:<br><br>/RPM/FIN_PLAN-QUANTITY | Optional, format as quantity in selected Unit<br><br>Filter:<br><br>• Financial View = 80 (Product Volume/Price)<br>• Financial Category = Z003 (All Costs)<br>• Financial Group = Z001 (All Costs) |
| | PPM_ITEM | Product Selling Price Unit:<br><br>/RPM/FIN_PLAN-UNIT | Display-only, derived as Price Currency Display / Unit<br><br>Filter:<br><br>• Financial View = 80 (Product Volume/Price)<br>• Financial Category = Z003 (All Costs)<br>• Financial Group = Z001 (All Costs) |
| | PPM_ITEM | Product Selling Price:<br><br>/RPM/FIN_PLAN-AMOUNT | Optional, format is Currency per selected Unit<br><br>Filter:<br><br>• Financial View = 80 (Product Volume/Price)<br>• Financial Category = Z003 (All Costs)<br>• Financial Group = Z001 (All Costs) |
| | | Sales Forecast Currency<br><br>/RPM/FIN_PLAN-CURRENCY | Display-only; Currency Display |
| | PPM_ITEM | Sales Forecast | Display-only<br><br>Calculated per year:<br><br>Product Volumes * Product Selling Price * Price/Cost Factor / Currency Factor |
| | PPM_ITEM | Product Variable Cost Unit:<br><br>/RPM/FIN_PLAN-UNIT | Display-only, derived as Price Currency Display / Unit<br><br>Filter:<br><br>• Financial View = 90 (Business Case)<br>• Financial Category = Z092 (Product P&L)<br>• Financial Group = Z922 (Product Variable Cost) |
| | PPM_ITEM | Product Variable Cost:<br><br>/RPM/FIN_PLAN-AMOUNT | Optional, format as per Product Selling Price<br><br>Filter:<br><br>• Financial View = 90 (Business Case)<br>• Financial Category = Z092 (Product P&L)<br>• Financial Group = Z922 (Product Variable Cost) |
| | | Contribution Currency<br><br>/RPM/FIN_PLAN-CURRENCY | Display-only; Currency Display |
| 2. Project P&L Impact | PPM_ITEM | Contribution | Display-only, format as per Currency<br><br>Calculated per year:<br><br>Product Volumes * (Product Selling Price - Product Variable Cost) * Price/Cost Factor / Currency Factor |
| | PPM_ITEM | Contribution in % of Sales | Display-only, format as %<br><br>Calculated per year:<br><br>Contribution / Sales Forecast * 100 |
| | | Total Fixed Costs Currency<br><br>/RPM/FIN_PLAN-CURRENCY | Display-only; Currency Display |
| | PPM_ITEM | Total Fixed Costs:<br><br>/RPM/FIN_PLAN-AMOUNT | Optional, format as per Currency<br><br>Filter:<br><br>• Financial View = 90 (Business Case)<br>• Financial Category = Z092 (Product P&L)<br>• Financial Group = Z924 (Total Fixed Costs) |

| | | | |
|---|---|---|---|
| 3. Cash Impacts | | Working Capital Currency | Display-only; Currency Display |
| | PPM_ITEM | Working Capital | Display-only, format as per Currency<br><br>Calculated per year:<br><br>Working Capital/Sales Ratio * Sales Forecast |
| | | Change in Working Capital Currency | Display-only; Currency Display |
| | PPM_ITEM | Change in Working Capital | Display-only, format as per Currency<br><br>Calculated per year:<br><br>Working Capital/Sales Ratio * (Sales Forecast this year - Sales Forecast last year) |
| | | Other Cash Impacts Currency<br><br>/RPM/FIN_PLAN-CURRENCY | Display-only; Currency Display |
| | PPM_ITEM | Other Cash Impacts:<br><br>/RPM/FIN_PLAN-AMOUNT | Optional, format as per Currency<br><br>Filter:<br><br>• Financial View = 90 (Business Case)<br>• Financial Category = Z093 (Cash Impact)<br>• Financial Group = Z932 (Other Cash Impacts) |
| 4. Subsidies | | Subsidy Currency<br><br>/RPM/FIN_PLAN-CURRENCY | Display-only; Currency Display |
| | PPM_ITEM | Subsidy:<br><br>/RPM/FIN_PLAN-AMOUNT | Optional, format as per Currency<br><br>Filter:<br><br>• Financial View = 90 (Business Case)<br>• Financial Category = Z094 (Subsidies)<br>• Financial Group = Z001 (All Costs) |
| 5. Interim Calculations | | Year XXXX - Year YYYY | Display only<br><br>Year XXXX = Year of Project Kick-Off<br><br>Year YYYY = End Year for NPV Calculation |
| | PPM_ITEM | Discount Period | Display-only, format as numeric, 1 decimal<br><br>Calculated per year:<br><br>Retrieve First Discount Period from /SYQ/T_SCORING_PARAMS-PARAM_VALUE where:<br><br>▪ /SYQ/T_SCORING_PARAMS-CALCULATION = 'NPV'<br>▪ /SYQ/T_SCORING_PARAMS-PARAM = 'First Discount Period'<br><br>If Year = Year of Project Kick-Off then<br><br>Set Discount Period to First Discount Period<br><br>Else<br><br>Add 1 to previous year Discount Period |
| | | Cashflow Currency | Display-only; Currency Display |
| | PPM_ITEM | Cashflow | Display-only, format as per Currency<br><br>Calculated per year:<br><br>Cashflow = Contribution - Total Project Costs - Change in Working Capital - Other Cash Impact |
| | | Discounted Cashflow Currency | Display-only; Currency Display |
| | PPM_ITEM | Discounted Cashflow | Display-only, format as per Currency<br><br>Calculated per year:<br><br>Cashflow / (1 + Discount Rate) ^ Discount Period |
| | | Risk Adjusted Contribution Currency | Display-only; Currency Display |

| | | | |
|---|---|---|---|
| | PPM_ITEM | Risk Adjusted Contribution | Display-only, format as per Currency<br><br>Calculated per year:<br><br>Risk Adjusted Contribution = Contribution * Risk Adjustment % |
| | | Risk Adjusted Cashflow Currency | Display-only; Currency Display |
| | PPM_ITEM | Risk Adjusted Cashflow | Display-only, format as per Currency<br><br>Calculated per year:<br><br>Risk Adjusted Cashflow = Risk Adjusted Contribution - Total Project Costs - Change in Working Capital |
| | | Risk Adjusted Discounted Cashflow Currency | Display-only; Currency Display |
| | PPM_ITEM | Risk Adjusted Discounted Cashflow | Display-only, format as per Currency<br><br>Calculated per year:<br><br>Risk Adjusted Cashflow / (1 + Discount Rate) ^ Discount Period |
| | | Cumulative Discounted Cashflow Currency | Display-only; Currency Display |
| | PPM_ITEM | Cumulative Discounted Cash Flow | Display-only, format as per Currency<br><br>Calculated per year:<br><br>Discounted Cashflow for this year + Cumulative Discounted Cash Flow for previous year |
| | PPM_ITEM | Payback Period (Days) | Display-only, format as per Currency<br><br>Calculated per year:<br><br>If Cumulative Discounted Cash Flow = 0 then<br><br>Payback Period (Days) = zero<br><br>ElseIf Cumulative Discounted Cash Flow < 0 then<br><br>Payback Period (Days) =365<br><br>ElseIf previous year Cumulative Discounted Cash Flow > 0 then<br><br>Payback Period (Days) = zero<br><br>Else<br><br>Payback Period (Days) = (previous year Cumulative Discounted Cash Flow * -1) / (Cumulative Discounted Cash Flow - previous year Cumulative Discounted Cash Flow) * 365 |
| | | Present value -ve Cashflow Currency | Display-only; Currency Display |
| | | Present value -ve Cashflow | Display-only, format as per Currency<br><br>Calculated per year:<br><br>If Cash Flow >= 0 then<br><br>Present value -ve Cashflow = zero<br><br>Else<br><br>Present value -ve Cashflow = Cashflow / (1 + Discount Rate) ^ Discount Period |
| | | Future value +ve Cashflow Currency | Display-only; Currency Display |
| | | Future value +ve Cashflow | Display-only, format as per Currency<br><br>Calculated per year:<br><br>If Cash Flow <= 0 then<br><br>Present value +ve Cashflow = zero<br><br>Else<br><br>Present value +ve Cashflow = Cashflow * (1 + Reinvestment Rate) ^ (# Cashflow Periods - Discount Period) |
| | | # Cashflow Periods | Derived:<br><br># Cashflow Periods = End Year for NPV Calculation - Year of Project Kick-Off + 1 |

| | | | |
|---|---|---|---|
| 6. Financial Indicators | PPM_ITEM | Year XXXX - Year YYYY | Where XXXX = Year of Project Kick-Off and YYYY = End Year for NPV Calculation |
| | PPM_ITEM | NPV (Net Present Value) | Display-only, format as per Currency<br>Calculated:<br>NPV (Net Present Value) = Sum (Discounted Cashflow) for all years up to End Year for NPV Calculation |
| | | NPV Currency | Display-only; Currency Display |
| | PPM_ITEM | Risk Adjusted NPV | Display-only, format as per Currency<br>Calculated:<br>Risk Adjusted NPV = Sum (Risk Adjusted Discount Cashflow) for all years up to End Year for NPV Calculation |
| | | Risk Adjusted NPV Currency | Display-only; Currency Display |
| | PPM_ITEM | MIRR (Modified Internal Rate of Return) | Display-only, format as per Currency<br>Calculated:<br>FVCF = Sum (Present value +ve Cashflow) for all years up to End Year for NPV Calculation<br>PVCF = Sum (Present value -ve Cashflow) for all years up to End Year for NPV Calculation * -1<br>MIRR = (FVCF / PVCF) ^ (1 / # Cashflow Periods) -1 |
| | PPM_ITEM | Discounted Payback Period | Display-only, format as per Currency<br>Calculated:<br>Discounted Payback Period = Sum (Playback Period) for all years / 365 |
| | PPM_ITEM | VCI (Value Creation Index) | Display-only, format as per Currency<br>Calculated:<br>VCI = NPV / Sum (Total Project Costs) for all years up to End Year for NPV Calculation |
| | PPM_ITEM | Project Score | Display-only, numeric<br>Refer to ERP-669 SAC Planning Portfolio Items for the calculation |
| 7. Comments and Justification | PPM_ITEM_Long_Text | CGPL_TEXT-LTXT | Optional, long text commentary to support Business Case<br>Filter:<br>• /RPM/OBJECT_LTXT-LTXT_FIELD_NAME = 'Business Case Comments/Justification' |

### Actions

**Refresh & Calculate**

On clicking 'Refresh & Calculate', the Project Cost rows are updated with the latest values (copied from the 'Project Cost' Financial View of the Portfolio Item) and all calculations are re-run.

**Calculate & Save**

On clicking 'Calculate & Save', the following automations occur all calculations are performed and the results saved.

**Save as Version**

On clicking 'Save as Version' a copy of the Business Case is saved. This is a non-editable version which can be displayed for future reference.

A Version is identified by the date & time it was created.

## Story Page N+1 (etc.)

## Story Filters

| Report<br>Field Name | Mandatory/Optional | Prompt Type<br>(Single Value, Multiple Single Values, Interval, Selection Option, Hierarchy) | Default Value(s) or Restrictions<br>(please provide default value) |
|---|---|---|---|

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|---|---|---|---|
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| | | | |
| | | | |

## Data models

| Data Model Technical Name | Data Model Description | Jira Development ID | Link to Data Model Functional Specification |
|---|---|---|---|
| (Filled when available) | Text for data model | | |
| | | | |
| | | | |

# Business Roles

The Business Case can be completed by:

- Project Owner

# Design Rationale

Input from: Reporting & Analytics Consultant

## Assumptions

The following assumptions have been made:

- Global parameters mentioned are maintained in S4HANA and extracted into DSP/SAC
- The Financial Views required for saving the Business Case inputs have been configured in PPM

## Dependencies

- Exchange rates must be maintained to support conversion between local and group currencies. The Exchange Rate type will be provided by Finance.
- Master data must exist in DSP (extracted from S4HANA)

## Special Requirements

## Frequency of Analysis/Report Run

The Business Case will be completed/updated prior to each Stage Gate although ad-hoc updates are possible.

# Testing Considerations / Dependencies

N.B. Unless this is a planning story, the testing should cover layout and user experience NOT data values for metrics created in the data model. Data model values will be tested in conjunction with the data model specification.

## How to test

The developer will need to test repeatedly, so where appropriate provide instructions to reverse the actions performed so the test may be run again, or explain how to create new input data to the test. In particular, the developer will need logons for test users representing the various roles within the approval process.

## Test Conditions and Expected Results

| ID | Condition | Expected Results |
|---|---|---|

| | | |
|---|---|---|
| 1 | Item is selected which has no previous Business Case. | Business Case is presented with default values and Project Costs pre-populated. |
| 2 | All required data is entered. | Entered data is validated as expected. |
| 3 | User clicks 'Calculate & Save' | The calculations are performed and data is saved. |
| 4 | Item is selected which has a previously saved Business Case. | Business Case is presented with previously entered data.<br><br>Calculations are re-run with same results as before. |
| 5 | Item is selected which has a previously saved Business Case.<br><br>Input data is changed.<br><br>User clicks 'Calculate & Save' | Calculations are re-run for the changed data with new results. |
| 6 | Project Cost is updated for an Item which has a previously saved Business Case.<br><br>Business Case is reopened.<br><br>User clicks 'Refresh' & Calculate'. | Initially, the Business Case is displayed with the previously saved data, including Project Costs.<br><br>Onn 'Refresh & Calculate' the latest Project Cost is copied into the Business Case and calculations re-run. |
| 7 | User clicks 'Calculate & Save' | The calculations are performed and data is saved, over-writing any previous data. |
| 8 | Use clicks 'Save as Version' | The current version of the Business Case is taken with date & time stamp. |
| 9 | A Business Case Version is selected for display. | The Version is displayed with all information unchanged. The data in non-editable. |

## Testing Considerations / Dependencies

Prerequisites for testing:

- A PPM Item exists
- Project Cost has been maintained for the Item
- Global parameters have been maintained

# Other Requirements

# See also

| File | Modified |
|---|---|
| File Planning Process Flow draw.io diagram | Jan 13, 2026 by CONNELLY-ext, Delia |
| File ~Planning Process Flow.tmp draw.io Draft | Jan 13, 2026 by CONNELLY-ext, Delia |

Download All

# Change log

| Version | Published | Changed By | Comment |
|---|---|---|---|
| **CURRENT (v. 45)** | **Feb 24, 2026 13:46** | **CONNELLY-ext, Delia** | |
| v. 44 | Jan 14, 2026 08:25 | **CONNELLY-ext, Delia** | |
| v. 43 | Jan 13, 2026 14:10 | **CONNELLY-ext, Delia** | |
| v. 42 | Jan 13, 2026 11:06 | **CONNELLY-ext, Delia** | |
| v. 41 | Jan 13, 2026 11:05 | **CONNELLY-ext, Delia** | |

| | | |
|---|---|---|
| v. 40 | Jan 07, 2026 16:44 | **CONNELLY-ext, Delia** |
| v. 39 | Jan 06, 2026 15:51 | **CONNELLY-ext, Delia** |
| v. 38 | Jan 06, 2026 15:44 | **CONNELLY-ext, Delia** |
| v. 37 | Jan 06, 2026 15:36 | **CONNELLY-ext, Delia** |
| v. 36 | Dec 18, 2025 15:12 | **CONNELLY-ext, Delia** |

Go to Page History

# Workflow history

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

| Mar 13, 2026 | Actor | Type | Activity | Version |
|---|---|---|---|---|
| Approved | UPADHYAY-ext, Anjali | State | changed state to Approved at 2:02 am | v45 |
| Lead Approval | UPADHYAY-ext, Anjali | State | gave *POD Lead Review* approval at 2:02 am | |
| **Mar 12, 2026** | | | | |
| | BARROW-ext, ian | State | changed expiry date to '19 Mar, 2026 03:53 pm' at 3:53 pm | |
| | | State | changed state to Lead Approval at 3:53 pm | v45 |
| Tech Review | BARROW-ext, ian | State | gave *Tech Review* approval at 3:53 pm | |
| **From Jan 07, 2026 to Feb 24, 2026** | | | | |
| | CONNELLY-ext, Delia | Edit | updated the page at 4:44 pm | |