Understanding the **FIS Impact of the S/4HANA Migration** Information Session
Agenda

- An overview of the S/4HANA Migration in the context of FIS
- What will change in FIS as of November 3, 2020
- FAST articles and simulations related to the S/4HANA project
- Reconciling postings to your FM Accounts after migration – Bi-weekly pay
- Who do you contact for support if you encounter issues in AMS after November 3, 2020
Overview of S4HANA Migration

- This phase of the multi-year SAP Enterprise Modernization Program
- As of November 3rd, ECC (i.e., AMS) is migrating to a HANA database.
- Benefits to the new database:
  - Optimize some business processes and enable new technology (e.g. Fiori, Embedded Analytics)
  - improved system performance (e.g., FIS reports run faster)
- Extensive testing over multiple iterations have been performed to ensure that there is minimal impact on day-to-day processing and reporting in FIS (i.e., primarily a technical change)
What Will Change in FIS?

- **Permanent changes include:**
  - New view of the **FB03 – Document Display** page impacting how you would display, reverse and change posted financial transactions.
  - New Business Partner code has been added in addition to Vendor and Customer accounts (no impact on processing).
  - Changes to matchcode search
  - Replacement and changes to G/L Account reports

- **Transitional changes:**
  - Loss of pre-existing ECC **HELD** financial transactions (e.g., A/P invoices, journal entries, expense reimbursements).
  - Possible loss of personal/user-specific report variants and layouts
  - Reconciling FM accounts for October 2020 postings **IF** bi-weekly pay is included.
Change #1: New View of FB03 - Document Display

- Functions the same as in the past
- Primarily a change in look. For example, some of the icons are in a different location.
- Once you drill down, the line item sections are exactly the same as prior to migration.

**Action to Take:**
If you have a display layout, take a look at our article and simulation (click "?" above) to help you locate your layout from the new view OR recreate the layout.

**ECC VIEW**

**S/4HANA VIEW**
Change #2: Loss of HELD Financial Documents

Any financial (FI) documents (e.g., invoices, expense reimbursements, journal entries) that were HELD prior to November 3rd will be lost/deleted.

Note: Parked documents are NOT impacted by the S/4HANA Migration.

Action to be Taken (prior to Nov 3rd):

1. Locate any held documents in the FB60-Create Invoice, FB50 – G/L Account Postings or ZIR01 – Internal Revenues/Expense Recoveries screen.
   NOTE: Ensure that the HELD documents are still required.

2. If needed, process the held documents OR recreate them after November 3rd.

Click here to learn more about how to address HELD documents.
Change #3: Re-create Lost Personal/User Specific Report Layouts/Screen Variants

It is possible that any personal/user-specific FIS report variants may be lost after the migration.

NOTE: Extensive testing has been conducted to confirm that GLOBAL report variants and layouts have been migrated over.

Actions to Take:
1. Execute the report(s) in the RPT Cloud instance.
2. Execute the same report(s) in AMS-Cloud instance after November 3rd.
3. Compare the personal/user-specific Selection Screen Variants and Report
4. If any variants/layouts are missing, recreate them in AMS-Cloud.
Change #4: New **Business Partner Code – Vendor/Customer**

**What is a Business Partner?**
A new master record added in AMS for any existing or new Vendor or Customer accounts. This code consolidates the information/authorizations in Vendor/Customer accounts. The last 6 digits of the BP code will be the same as the corresponding Vendor/Customer account.

**Does this new account impact day-to-day processing/reporting in FIS?**
NO, they have no impact on processing transactions or running reports in FIS. FIS users will continue process and run reports using Vendor or Customer accounts.

**ONLY central departments** who create Vendor (e.g., Procurement Services) or Customer accounts (e.g., Telecom, FSD – Accounts Receivable) will now create and maintain BP codes.

**Where in FIS would I see the BP code?**
FIS user will see the BP code anytime they display a Vendor or Customer account. For example, when processing an A/P Invoice or PO Invoice Receipt you will see the BP when you click the “Display Vendor” button.

**Action to Take:** None
Change #5: Issue with Matchcode Search

The matchcode search function is available throughout FIS to enable users to search for accounts (e.g., vendors, G/L accounts).

As of November 3rd, when you search using the matchcode and the search results are greater than the search restrictions (e.g., max # of hits is 500, but search results are greater than 500), some results will not appear.

Action to be Taken to see the most possible results:

Option 1: Change your personal default “Maximum No. of Hits” to 9999. This will be retained for all future searches.

Option 2: Delete/change the “Maximum No. of Hits” to zero OR 9999.
Change #6: Changes to G/L Reports (Summary and Line Item)

Report #1: The FS10N – G/L Balance Display Report, which enables (primarily central) users to view balances, has been replaced by the FAGLB03 – G/L Balance Display report.

If you use the old FS10N report, it will now automatically redirect you to the new report.

Notable differences between FS10N and FAGLB03 include a **New transaction code** in menu path, enhanced Selection Criteria to enable filtering by FM and CO accounts, as well improved report output. [Read out article to learn more!](#)

Report #2: The FBL3N – G/L Account Line Items report has been replaced by the FAGLL03 – G/L Account Line Items report. This new report will require impacted users to recreate any global or user-specific/personal layouts and variants in the new report.

**Action to be Taken (if applicable):**

1. Update your favourites to reflect FAGLB03 and FAGLL03.
2. Recreate previous global and user-specific report layouts in FBL3N in the new FAGLL03 report by referring to the RPT instance as of November 3rd.
Due to the S/4HANA Migration, some changes to the standard historical reconciliation processes may be required due to the following:

- Running of the November 3\textsuperscript{rd} bi-weekly pay program on the evening of October 30\textsuperscript{th}, 2020 with the posting of the transactions to November 2020.
- The last time that RPT will be refreshed will be at the end of October 2020, after which AMS will be used to run all future reports.

Note: For all subsequent month-ends, departments should continue to follow standard reconciliation procedures.
Where do I go to Learn More about the FIS impact of the S/4HANA Migration?
The **FAST Team** has been heavily involved in testing throughout the S4HANA Migration Project.

After November 3rd, we will be providing:

- Change documentation/articles available on our website
- Ongoing support from your **FAST Team representatives**, and **FAST.help@utoronto.ca**
- Applicable reference guides, simulations and **Knowledge Centre articles** have been updated.

Visit our [S4HANA MIGRATION Project – FIS Documentation & Support](#) page to learn more!
Do you know where to contact directly to resolve the problem or answer the question?

If YES, then proceed to communicate with the appropriate area:

- **EASI** – submit a ticket via [uoft.me/esc](http://uoft.me/esc)
- **RIS** – [RIS.help@utoronto.ca](mailto:RIS.help@utoronto.ca)
- **HRIS** – submit a ticket via [uoft.me/esc](http://uoft.me/esc)
- **Procurement Services**
  - [purchasing.help@utoronto.ca](mailto:purchasing.help@utoronto.ca)
  - [uSOURCE@utoronto.ca](mailto:uSOURCE@utoronto.ca)

What if I am not sure who to contact for my AMS issue?

Contact your [FAST Team representative](mailto:FAST.Team@utoronto.ca) or email [FAST.Help@utoronto.ca](mailto:FAST.Help@utoronto.ca) and we will help determine the appropriate department to reach out to.
What do I do if I get an **Authorization Error** in FIS after November 1st?

Rigorous testing has been performed to ensure that the S4HANA system has the same functionality and authorizations as the ECC system.

However, if you receive an unexpected authorization error message while in FIS, **EASI will require the SU53 – Authorization Data report** to diagnose the issue.

**How to Retrieve the SU53 – Authorization Report**
LINKS to Additional Information

• FAST Team Representatives
• Financial Services Knowledge Centre
• Email: FAST.HELP@utoronto.ca
• EASI – S/4HANA Migration