

User Guide

Focused Insights for SAP Solution Manager
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Readiness Dashboard User Guide 7.2

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Typographic Conventions

Type Style	Description
<i>Example</i>	Words or characters quoted from the screen. These include field names, screen titles, pushbuttons labels, menu names, menu paths, and menu options. Textual cross-references to other documents.
Example	Emphasized words or expressions.
EXAMPLE	Technical names of system objects. These include report names, program names, transaction codes, table names, and key concepts of a programming language when they are surrounded by body text, for example, SELECT and INCLUDE.
Example	Output on the screen. This includes file and directory names and their paths, messages, names of variables and parameters, source text, and names of installation, upgrade and database tools.
Example	Exact user entry. These are words or characters that you enter in the system exactly as they appear in the documentation.
<Example>	Variable user entry. Angle brackets indicate that you replace these words and characters with appropriate entries to make entries in the system.
EXAMPLE	Keys on the keyboard, for example, F2 or ENTER.

Document History

Version	Date	Change
1.0	2016-11-28	Initial version
1.1	2017-07-31	Support Package 1 (SP01)
1.2	2017-07-12	Support Package 2 (SP02)
1.3	2019-02-21	Support Package 3 (SP03)

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1 Overview

Readiness dashboards help project and program managers to report online on their projects and programs progress in a quick and convenient way.

The Readiness Dashboard provides a fast and simple way to create transparency on the progress on your project. The dashboard presents current and historical values of main KPIs to track the progress against predefined targets.

You can create several dashboard instances with different sets of KPIs. To each KPI you assign a final target value you want to reach at the end of the project. A KPI can accept three reporting frequencies: monthly, quarterly, and yearly.

The URL to access the Readiness Dashboard is as follows:

- Configuration Application link:
[https:// host:port /sap/bc/webdynpro/stdf/rd_config_app?sap-language=EN](https://host:port/sap/bc/webdynpro/stdf/rd_config_app?sap-language=EN)
- Dashboard link:
https:// host:port /sap/bc/ui5_ui5/stdf/rd_dash/index.html?CONFIGID=X

Note

The dashboard is accessible from the configuration UI.

The X at the end of the link stands for the configuration number it should be replaced by a number.

The classic version of the RD dashboard is deprecated and replaced with a redirection page to the new version.

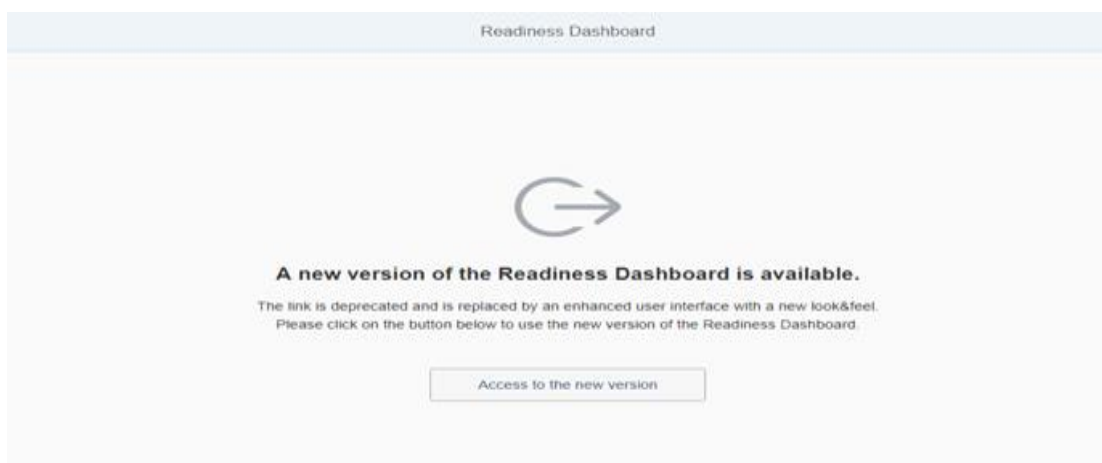


Figure 1: Redirection page

Below is an example of the UI view:

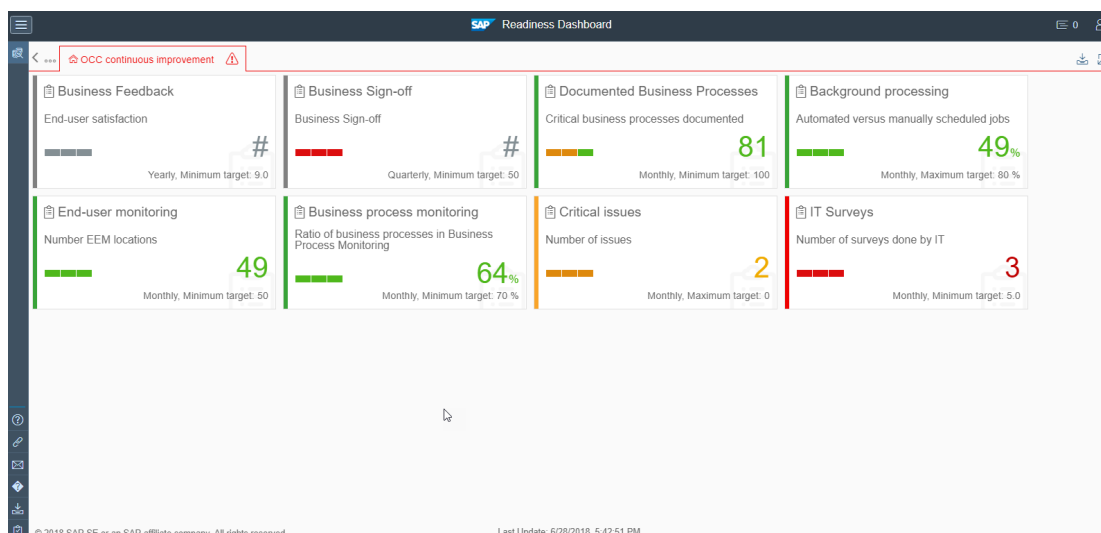


Figure 2: UI View

2 Configuring

Instance Configuration (Edit/Delete configuration):

The screenshot displays the 'Instances' configuration page. On the left, a table lists existing instances with columns for Config ID, Title, G2Y Target, Y2R Target, and Month Value Position. Instance 2, 'OCC continuous improvement', is highlighted. On the right, the 'Add/Edit Instance' form is visible, showing fields for Title, G2Y Target (80%), Y2R Target (50%), and Reporting Position (Middle). Buttons for 'Clear', 'Add New Entry', 'Apply', 'Export', and 'Import' are located at the bottom of the form.

Config ID	Title	G2Y Target	Y2R Target	Month Value Position
1	Sanity Check	80	50	BEGINNING
2	OCC continuous improvement	80	50	MIDDLE
3	Alex's Check	80	50	MIDDLE
4	Sanity Check	80	50	BEGINNING
6	COE Quality Management (test)	80	50	BEGINNING

Add/Edit Instance

* Title: OCC continuous improvement

* G2Y Target: 80 %

* Y2R Target: 50 %

* Reporting Position: Middle

Buttons: Clear, Add New Entry, Apply, Export, Import

Figure 3: DF Readiness Dashboard supports more than one instance

2.1 Overview of the Configuration

The figure below shows the structure of the configuration application so as to give an overview of the steps required in creating a configuration:

General Configuration

Instances

Read Only

Delete

Refresh

Config ID	Title	G2Y Target	Y2R Target	Month Value Position
1	Sanity Check	80	50	BEGINNING
2	OCC continuous improvement	80	50	MIDDLE
3	Alex's Check	80	50	MIDDLE
4	Sanity Check	80	50	BEGINNING
6	COE Quality Management (test)	80	50	BEGINNING

Add/Edit Instance

Title: OCC continuous improvement

G2Y Target: 80 %

Y2R Target: 50 %

Reporting Position: Middle

Clear

Add New Entry

Apply

Export

Import

Milestones

Edit

Delete

Refresh

Name	Date
Project start	01.09.2015
End planning	01.11.2015
End POC	01.01.2016
End Ramp-Up	01.04.2016
Productive usage	01.07.2016

Add/Edit Milestone

Name: Project start

Date: 01.09.2015

Clear

Add New Entry

Apply

Scores

Edit

Delete

Refresh

Score Name	KPI Name	Unit	Final Target	Target Base	Target Type	Granularity
Business Feedback	End-user satisfaction		9.0	0	Minimum	Yearly
Business Sign-off	Business Sign-off		50	0	Minimum	Quarterly
Documented Busi...	Critical business pro...		100	0	Minimum	Monthly
Background proce...	Automated versus m...	%	80	90	Maximum	Monthly
End-user monitoring	Number EEM locations		50	5	Minimum	Monthly

Add/Edit Score

Score Name: Business Feedback

KPI Name: End-user satisfaction

Description: sysparm_input_display_value Data insert or update operations. For values in the request: true treats input values as display values and they are manipulated so they can be stored properly in the database. false treats input values as actual values and stored them in the database.

Final Target: 9.0

Target Base: 0

Unit:

Target Type: Minimum

Granularity: Yearly

Clear

Add New Entry

Apply

All KPI Monthly Values

Edit

Apply

Refresh

Export Excel

Previous

Next

View: [Standard View]

SCORE	KPI	09/2015	10/2015	11/2015	12/2015	01/2016	02/2016
Business Feedback	End-user satisfaction						
Business Sign-off	Business Sign-off			12			
Documented Business Processes	Critical business processes documented	72	97				
Background processing	Automated versus manually scheduled jobs	20	20				
End-user monitoring	Number EEM locations	42	52				
Business process monitoring	Ratio of business processes in Business Process Monitoring	37	48				
Critical issues	Number of issues	7	6				
IT Surveys	Number of surveys done by IT	24	23	23	23	23	1

Log

Figure 4: Overview of the dashboard configuration

2.1.1 Configuring a new Instance of the Dashboard

The Steps are in general as follows.

- Instance Configuration (Instances):

To add a new configuration, first select the option Edit under Instances:

- Click the "Edit" button

<div> <div>Edit</div> <div>Delete</div> <div>Refresh</div> </div>					
Config ID	Title	G2Y Target	Y2R Target	Month Value Position	
1	Sanity Check	80	50	BEGINNING	
2	OCC continuous improvement	80	50	MIDDLE	
3	Alex's Check	80	50	MIDDLE	
4	Sanity Check	80	50	BEGINNING	
6	COE Quality Management (test)	80	50	BEGINNING	

Figure 5: Instance configuration

- Add the required field.

Add/Edit Instance

* Title:

OCC continuous improvement

* G2Y Target:

80 %

* Y2R Target:

50 %

* Reporting Position:

Middle

Clear

Add New Entry

Apply

Export

Import

Figure 6: Add Configuration

- The user should enter the configuration title, the green to yellow target (G2Y) and the yellow to red target (Y2R). Also, he should choose the month value position.

1 Note

The G2Y target value and the Y2R target value should be between 0 and 100.

- Click on **Add New Entry** Button.

Add/Edit Instance

* Title:

OCC continuous improvement

* G2Y Target:

80 %

* Y2R Target:

50 %

* Reporting Position:

Middle

Clear

Add New Entry

Apply

Export

Import

Figure 7: Add Configuration

- When clicking on Add New Entry button, new line with the new modification should be added to the configuration Instances table.
 - User should be able to edit a field for the configuration
- To submit changes on the added configuration, click on **Apply** button.
- Click on **Clear** button to clear all the entries in Add/ Edit Instance.

Add/Edit Instance

* Title:

* G2Y Target: %

* Y2R Target: %

* Reporting Position:

Figure 8: Clear field

Import function:

- Click on 'Edit' button
- Click on 'Import' button
- Click on 'Browse' button
- Click 'Check' button
- Click 'Import' button

Instances

Config ID	Title	G2Y Target	Y2R Target	Month Value Position
1	Sanity Check	80	50	BEGINNING
2	OCC continuous improvement	80	50	MIDDLE
3	Alex's Check	80	50	MIDDLE
4	Sanity Check	80	50	BEGINNING
6	COE Quality Management (test)	80	50	BEGINNING

Add/Edit Instance

* Title:

* G2Y Target: %

* Y2R Target: %

* Reporting Position:

Figure 9: Import button

- Change the 'Project Start Date'
- Enable/Disable
- Import KPIs values
- Import comment
- Click 'Yes' button
- Check that when importing a (.xls, .word. or .ppt) file, an error message is displayed
- Check that when confirming the import, a new message is displayed: "Successfully Check the instance"

Export function:

- Select an instance configuration from the list
- Click on 'Export' button
- Save the .xml file

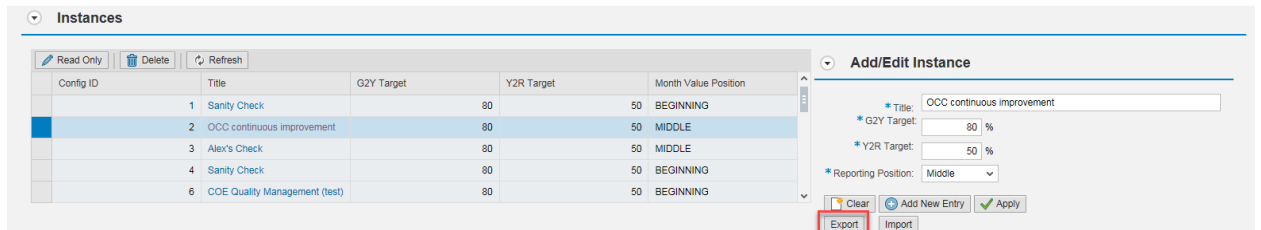


Figure 9: Export button

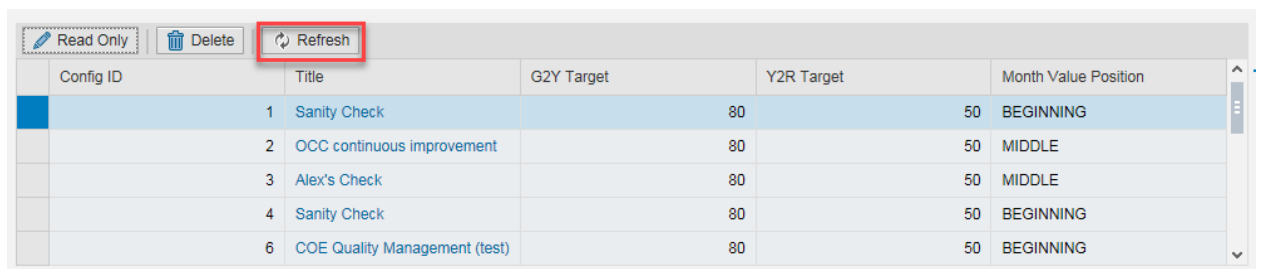


Figure 10: Refresh data

- **Instance Configuration (Milestones):**

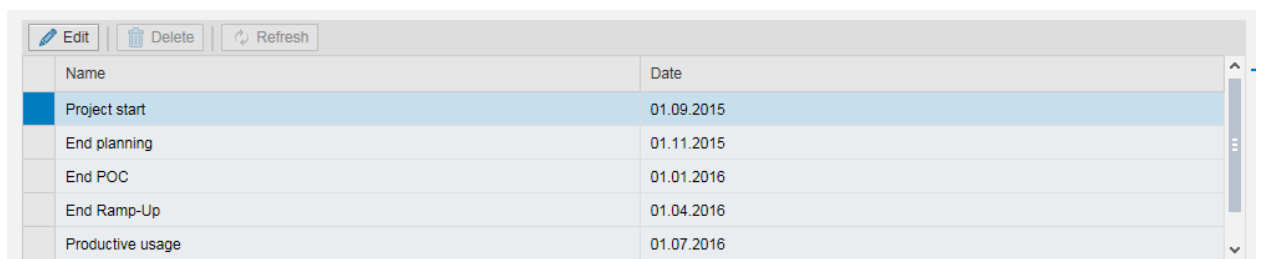
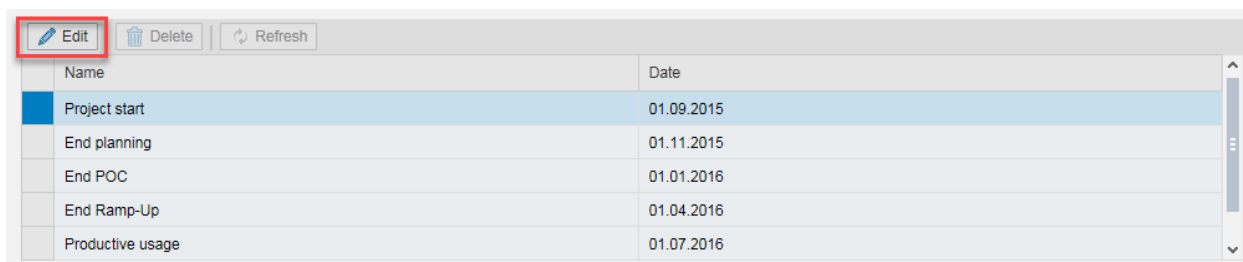


Figure 11: Instance Configuration (Milestones)

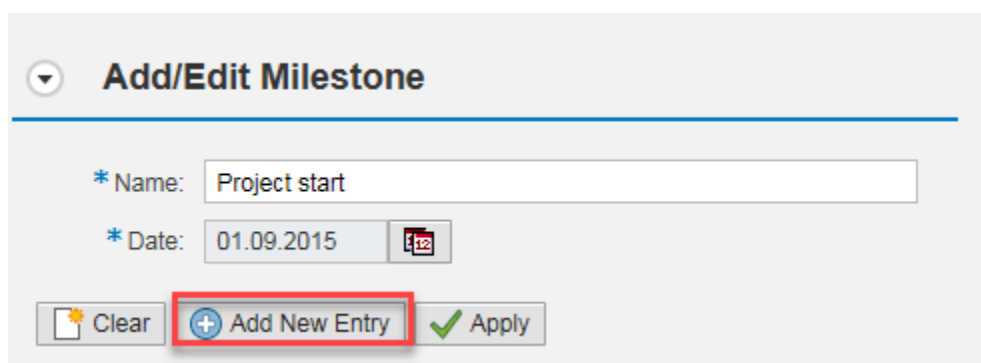
- To add a new milestone, click on **Edit** button under Milestones.



Name	Date
Project start	01.09.2015
End planning	01.11.2015
End POC	01.01.2016
End Ramp-Up	01.04.2016
Productive usage	01.07.2016

Figure 12: Add/Edit Milestone 1

- Enter values for Name and Date fields under Add/Edit Milestones
- Click on **Add New Entry**.



Add/Edit Milestone

* Name:


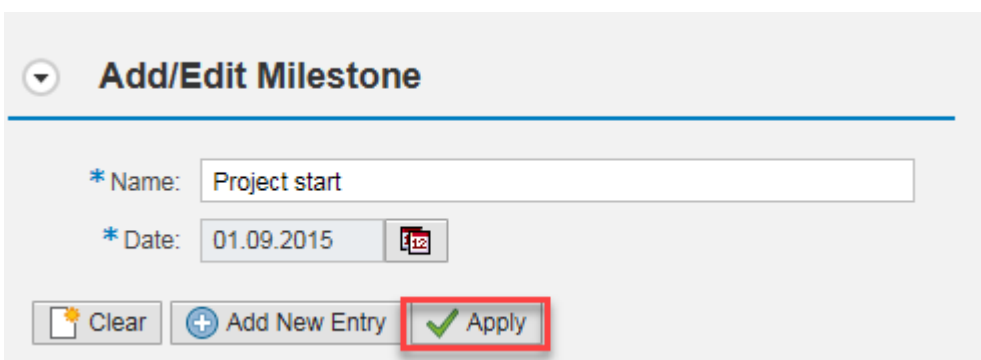
* Date: 

Figure 13: Add/Edit Milestone 2

- Check that a new line is added at the end of the milestones table.
- To perform changes on a milestone name or date:
 - Select the milestone entry on the milestones table.
 - Click on **Edit** button.
 - Selected milestone data will be displayed in the Add/Edit Milestone area.
 - Perform changes
 - Click on **Apply** button.



Add/Edit Milestone

* Name:


* Date: 

Figure 14: Add/Edit Milestone 3

- The line in the milestones table will be updated.

1 Note

When the new milestone date is not in the time interval of existing milestones, a pop up appears to inform the user that he is enlarging the time interval between the first and the last milestone. This situation may occur when adding a new milestone or changing the date of an existing milestone.

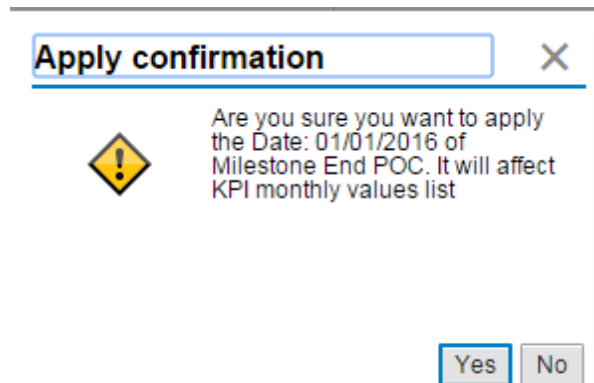


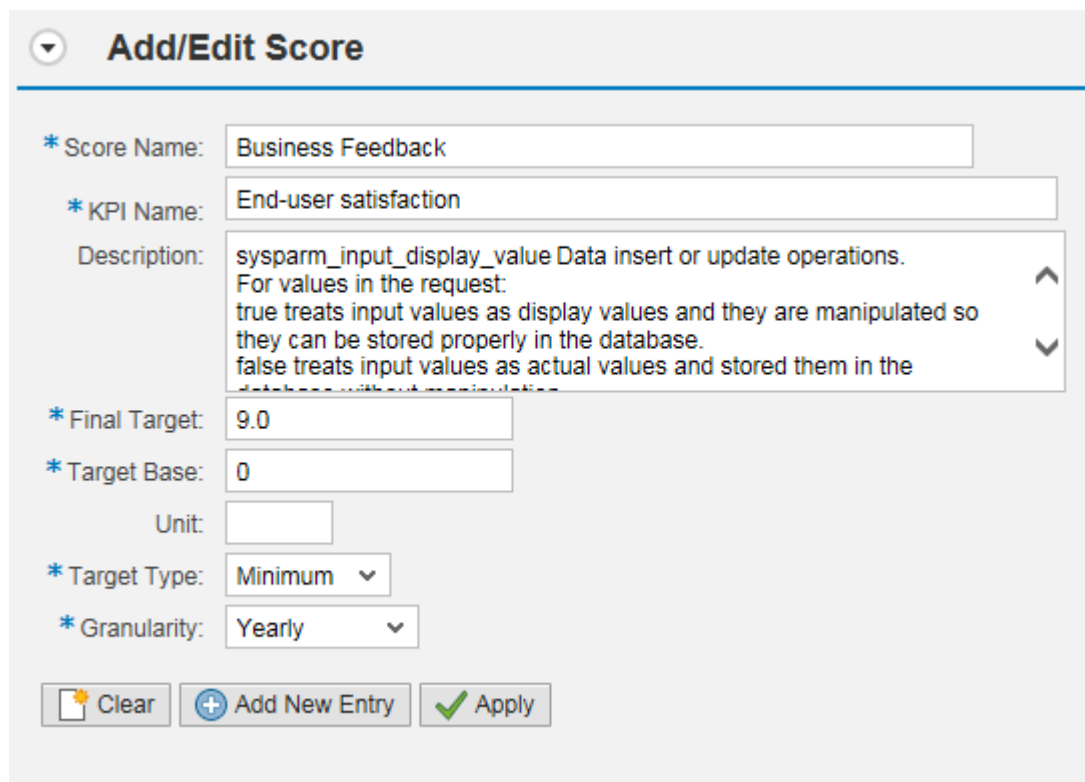
Figure 15: Instance Configuration (Milestones) Confirmation Pop up

- The user can click on **clear** button to empty all the fields.
- **Instance Configuration (Scores):**

Scores							
<div> Edit Delete Refresh </div>							
Score Name	KPI Name	Unit	Final Target	Target Base	Target Type	Granularity	
Business Feedback	End-user satisfaction		9.0	0	Minimum	Yearly	
Business Sign-off	Business Sign-off		50	0	Minimum	Quarterly	
Documented Busi...	Critical business pro...		100	0	Minimum	Monthly	
Background proce...	Automated versus m...	%	80	90	Maximum	Monthly	
End-user monitoring	Number EEM locations		50	5	Minimum	Monthly	

Figure 16: Instance Configuration (Scores)

- To add a new Score, click on Edit button under Scores.
 - Enter a score name, a KPI name, a description, a final target, a target base, a unit and choose target type and a granularity.



Add/Edit Score

* Score Name:

* KPI Name:

Description:

sysparm_input_display_value Data insert or update operations.
For values in the request:
true treats input values as display values and they are manipulated so
they can be stored properly in the database.
false treats input values as actual values and stored them in the
database without manipulation.

* Final Target:

* Target Base:

Unit:

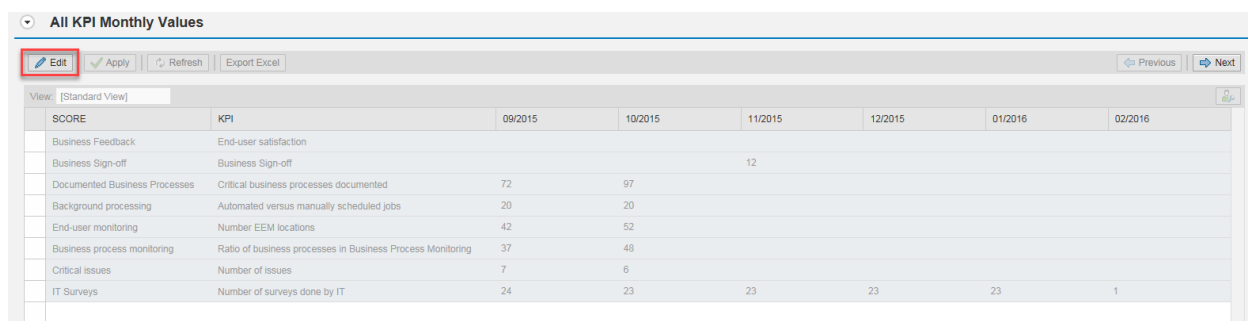
* Target Type:

* Granularity:

Figure 17: Add/Edit Score 1

- Click on **Add New Entry** button.
- A new line is added in the scores table.
- The user can click on the **Clear** button to clear all fields.
- The **Apply** button permits to submit changes on an existing score.

- Instance Configuration (All KPI Monthly Values):



All KPI Monthly Values

View: [Standard View]

SCORE	KPI	09/2015	10/2015	11/2015	12/2015	01/2016	02/2016
Business Feedback	End-user satisfaction						
Business Sign-off	Business Sign-off			12			
Documented Business Processes	Critical business processes documented	72	97				
Background processing	Automated versus manually scheduled jobs	20	20				
End-user monitoring	Number EEM locations	42	52				
Business process monitoring	Ratio of business processes in Business Process Monitoring	37	48				
Critical issues	Number of issues	7	6				
IT Surveys	Number of surveys done by IT	24	23	23	23	23	1

Figure 18: Instance Configuration (All KPI Monthly Values)

- To enter KPI values click on **Edit** button under All KPI Monthly Values.
- To save changes click on **Apply** button.
- The user can click on **Export** button to export visible data to Microsoft Excel document.
- The user can click on **Next** button to see next month and he can enter values for these months.
- The **Previous** button permits to navigate to previous months if they exist. If there is not previous months, the previous button is greyed.

- Instance Configuration (Log):

- To see the configuration log, the user can click on the log panel.

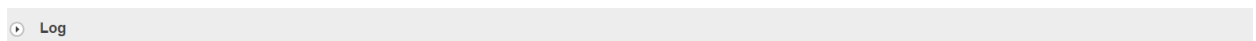


Figure 19: Instance Configuration (Log Panel)

- The log history will be displayed under the log panel.

 A screenshot of the 'Log' panel showing a table of log entries. The table has columns for Type, Message, User, Date, and Time. There are five entries, all showing a success message from user DF_ADMIN on 06.09.2016.

Type	Message	User	Date	Time
■	User DF_ADMIN has applied the Milestone End POC for Instance OCC continuous improvement	DF_ADMIN	06.09.2016	08:50:31
■	User DF_ADMIN has applied the Milestone End POC for Instance OCC continuous improvement	DF_ADMIN	06.09.2016	08:50:06
■	User DF_ADMIN has applied the Milestone End POC for Instance OCC continuous improvement	DF_ADMIN	06.09.2016	08:48:15
■	User DF_ADMIN has applied the Milestone End POC for Instance OCC continuous improvement	DF_ADMIN	06.09.2016	08:47:42
■	User DF_ADMIN has applied the Milestone End POC for Instance OCC continuous improvement	DF_ADMIN	06.09.2016	08:46:28

Figure 20: Instance Configuration (Log)

If the log panel is opened, the refresh of the log table content does not run automatically. To refresh the log table content, the user can click on the refresh button above the log table.

3 Usage

3.1 Overview of Dashboard

The DF Readiness Dashboard is composed of two types of views:

- The overview of different tiles. Each tile represents a score.
- The detail view that displays the detail of a tile. This view is displayed when the user clicks on a tile.

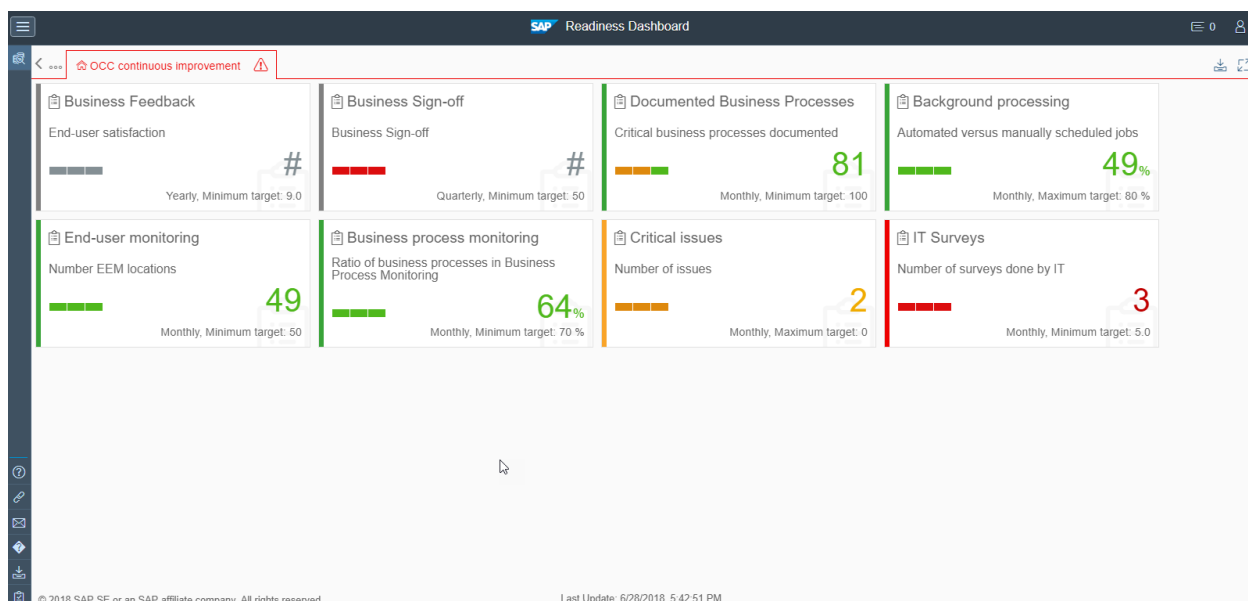


Figure 21: An Overview of Dashboard: The overview

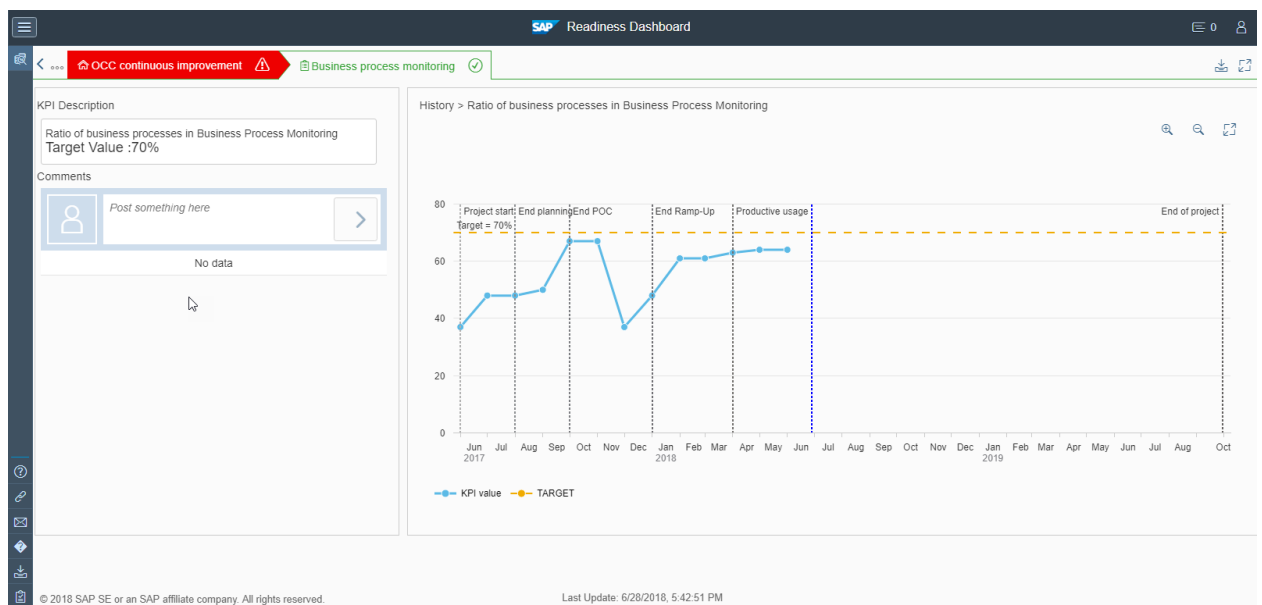


Figure 22: An Overview of Dashboard: The detail view

3.2 Header Description:

The Header contains in the center, SAP Logo and the dashboard type name Readiness Dashboard. In the right side there is the messages number button and the user preference button. When the user clicks on the user preference button a list of three buttons appears.

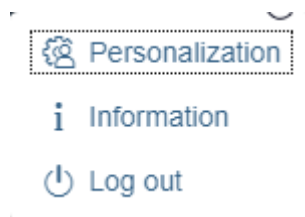


Figure 23: User Preference buttons.

i- Personalization button:

This button opens the Global settings dialog,

Figure 24: Global Settings Dialog.

In this dialog the user can the theme color schema "Light or Dark"
Light mode is the one selected by default.

Note

Note that the dark mode can be selected by adding the following parameter '&ColorScheme=dark' to the URL.

- [https:// host:port /sap/bc/ui5_ui5/stdf/rd_dash/index.html?CONFIGID=X&ColorScheme=dark](https://host:port/sap/bc/ui5_ui5/stdf/rd_dash/index.html?CONFIGID=X&ColorScheme=dark)

Below a screenshot of the dashboard with the dark mode.



Figure 25: The dashboard in the dark mode.

ii- Information button:

This button opens a dialog containing information about the Solution Manager.

SAP Solution Manager Information	
Server Time Zone:	UTC+0000
BI Time Zone:	UTC+0100
User:	FI_CONFIG
Instance Host:	vhcala4hsmci
SID:	A4H
Shell Version:	72.7.3
Application Version:	72.7
SAPUI5 Version:	1.44.31
Close	

Figure 26: Global Settings Dialog.

iii- Log out: When clicking this button, the user is logged out.

3.3 Overview Description

The overview is composed of Tiles. Each tile represents a score. Each score has one KPI.

- A tile description:
 - The Score is represented by the bold text.
 - The KPI is the second text.
 - The number in the bottom at the right corner represents the value of the KPI in the current month. The color of the number depends on its status: Red, Yellow or Green.
 - The three little squares describe the statue of the three last months.
 - The footer text informs the user of the target type and the target value of the score.

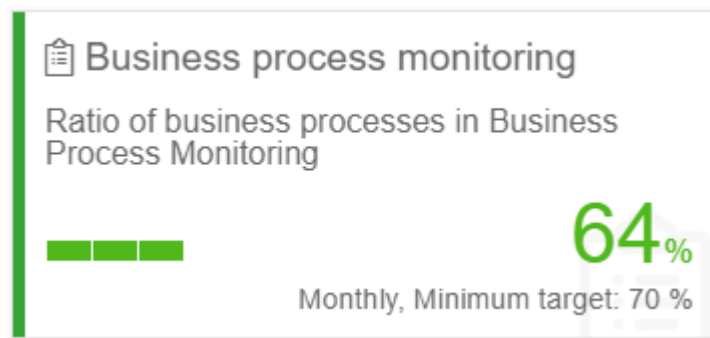


Figure 27: An Overview of Dashboard: A tile.

3.4 Second View: Detail View Description

The user can click on a tile to be directed to the detail view of the chosen score.

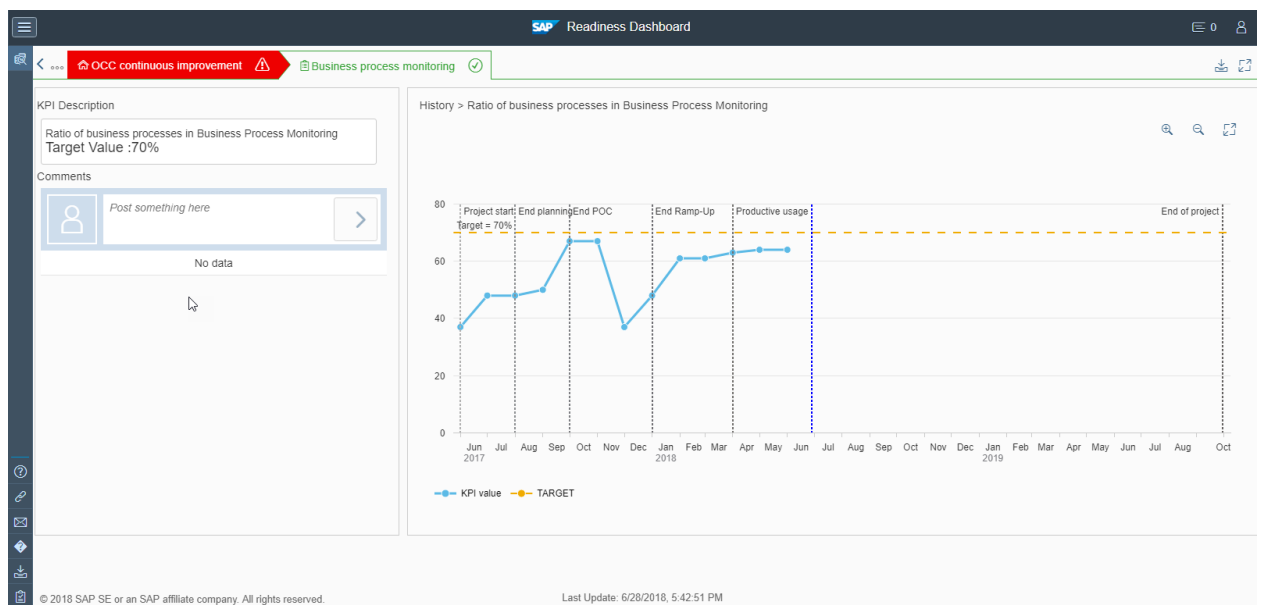


Figure 28: An Overview of Dashboard: Detail view

- The detail view contains in its left side:
 - The selected KPI description
 - The target value.
 - An input where to add a new comment.
 - A comment list.
- On its right side the detail view contains a chart. This chart has a line that represents the KPI values during the time.
 - The chart also contains a horizontal reference line that represents the target.
 - The grey vertical reference lines represent the milestones and the blue one indicates today's date.

3.4.1 The Chart Description:

In the top of the chart, at the right side, there is three buttons:

- A zoom in button: the user can click on this button to zoom in on the chart.
- A zoom out button: the user can click on this button to zoom out on the chart.
- A full screen button: the user can click on this button to see the chart on full screen.



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