



# BusinessGenetics

## BUSINESSGENETICS FOR SAP® BLUEPRINT – ASAP DOCUMENTS

BusinessGenetics for SAP® Blueprint provides seamless alignment across requirements definition, blue printing, implementation & testing. BusinessGenetics for SAP® Blueprint is comprised of a bi-directional connector to SAP®, an enhanced W5 license specific to the SAP® connector (W5S), and, optionally, a robust suite of auto-generated documents.

### **BUSINESSGENETICS for SAP® BLUEPRINT**

#### **ASAP Document Auto-Generator**

The ASAP Document Auto-Generator is a robust suite of reports designed to generate SAP® configuration documents from BusinessGenetics models. Must use the SAP® model as the source of the report

ASAP Document Auto-Generator produces the following SAP® configuration documents:

<b>NAME</b>	<b>DESCRIPTION</b>
SAP® Business Process Requirements and Design Document	<i>Details the Business Process and Design Requirements needed for SAP®.</i>
SAP® Enhancement Functional Specification Document	<i>The purpose of this document is to document additional processing logic requirements to further enhance the SAP® configuration. Pertains to ABAP code, legacy applications or bolt-ons.</i>
SAP® Conversion Functional Specification Document	<i>The purpose of this document is to document the Conversion specifications required for the project. This document once approved by the appropriate authorities as mentioned in section “Document Control” forms the basis of Technical specification and the development work by the Development team.</i>
SAP® Interface Functional Specification Document	<i>The purpose of this document is to document the Interface specifications required for the project. This document once approved by the appropriate authorities as mentioned in section “Document Control” forms the basis of Technical specification and the development work by the Development team.</i>



### SAP® BUSINESS PROCESS REQUIREMENTS AND DESIGN DOCUMENT

The following uses sample data and is for demonstration purposes only.

#### 1 Business Scenario

Perform Order to Cash

#### 2 Business Process

Process Standard Orders

#### 3 Business Process Description

The Process Standard Orders process is part of the Order-to-Cash process. Orders are received and processed, with a number of checks being performed to ensure that the customer is in good standing, the product is available for their requested delivery date and that any minimum order requirements have been met. If any of the checks are not passed, the order is placed on hold and a CSR must follow-up with the customer to resolve the hold. There are two locations that perform the Standard Order process – a Customer Service group at the Canadian corporate office in Toronto, and another at the US corporate office in Chicago. 80% of order volume comes through the Chicago office.

#### 4 Business Process Diagrams

Image(s) of Business Process Diagrams.

#### 5 Common Requirements / Business Rules for all Business Units

Activity Number	Activity	Business Unit	Name	Requirement Type
1.1.2	Create Standard Order	All	Open order conversion	Conversion

#### 6 Unique Requirements / Business Rules for individual Business Units

Activity Number	Activity	Business Unit	Name	Requirement Type
1.1.1	Receive Standard Order	Commercial Products	Field rep order interface	Interface

#### 7 Key Policies / Operational Decisions or Logic within the Process

Activity Number	Activity	Description	Type
1.1.5.1	Record Purchase Order	Must enter a valid PO # or order lines cannot be	Policy



Information	entered.
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### 8 Future State Process Improvements

Activity Number	Activity	Business Objective	Change Characteristic	Change Objective	Operational KPI	Process Change	Value Owner
1.1.6.5	Confirm Material Estimated Delivery Date	Increase customer satisfaction with ability of ACME to deliver product on promised dates.	Run Available-to-Promise (ATP) check	Ensure that product delivery date can be confirmed at time order is placed.	95% of Product Delivered on Requested Delivery Date	ATP Check	COO

### 9 Relationship to KPIs (how this process drives the KPI)

1.1.6.5 Confirm Material Estimated Delivery Date	
<b>KPI Name:</b>	<b>Owner:</b>
Product Delivered On Time	Distribution
<b>Driver:</b>	<b>Calculation:</b>
Customer Satisfaction	Number of Orders Shipped on Estimated Ship Date
<b>Definition:</b>	<b>Link to KPI Definition:</b>
Tracks product line items that were delivered on time. Target KPI is 95% of all product delivered on time - with 'on time' = the estimated delivery date at time order was taken.	S:\Order-to-Cash Team\KPI Definitions\Customer Satisfaction KPIs\Product Delivered on Time.doc
<b>Drill down capabilities:</b>	<b>Supporting SAP Modules:</b>
Drill down to order or delivery document line item	SD, MM, PP
<b>Frequency:</b>	<b>Used by:</b>
Monthly	COO

### 10 Process Step Detailed Requirements and Solution

#	What/Who	Credit Analyst	Customer Service Manager	Customer Service Rep	Customer Service Team	EDI	Email Server	End Customer	Fax Server	Pricing Rep	Sales	SAP	Transportation



			er	(CSR)	Leader								
1	Process Standard Orders		R	R	R								
1.1	Create / Maintain Standard Order		R	R	R								

### 11 List of Major Integration and Policy / SOX Considerations

Activity Number	Activity	Consideration Type	Description	Name
1.4.3	Release Order (S)	Policy / SOX	Only a manager level employee can release an order hold.	Order Hold Release

### 12 System Configuration Considerations

Activity Number	Activity	Consideration Type	Description	Name
1.1	Create / Maintain Standard Order	System Configuration	Standard Orders cannot be entered for Military Customers.	Military Customer Orders

### 13 Organization Structure Considerations

Activity Number	Activity	Consideration Type	Description	Name
1.5	Process Standard Order Cancellation (S)	Organization Structure	Select group of CSRs that handle cancellation; charged with really tagging the order cancellation with an accurate reason and then reporting on those reasons in order to refine and improve overall order process on a continuous basis. These are the most senior CSRs.	CSR Cancellation Group

### 14 Master Data Considerations (including all relevant data relationships)

Activity Number	Activity	Consideration Type	Description	Name
1.7.5	View Art	Master Data	Need to determine how art will be tracked -	Art



	Tracking		material master? customer specific material master?	Tracking
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Please refer to the Perform Order to Cash WHICH Model Glossary file for master data definitions and relationships.

Please refer to the Perform Order to Cash WHICH Model Database Schema file.

### 15 Enhancement Requirements

Activity Number	Activity	Business Unit	Description	Name	Requirement Type
1.1.6.4.5	Add Material Line Level Text Message (S)	Commercial Products	Develop user exit to add customer specific text at the material level.	Customer specific text at order line level	Enhancement

### 16 Data Conversion Requirements / Historical Data Requirements

Activity Number	Activity	Business Unit	Description	Name	Requirement Type
1.1.2	Create Standard Order	All	Conversion of all open and backorders from legacy data system.	Open order conversion	Conversion

### 17 Interface Requirements

Activity Number	Activity	Business Unit	Description	Name	Requirement Type
1.1.1	Receive Standard Order	Commercial Products	Interface to receive orders from mobile devices that all reps in the field use to capture orders when out visiting clients.	Field rep order interface	Interface

### 18 Workflow Requirements

Activity Number	Activity	Business Unit	Description	Name	Requirement Type
1.4.1	Review Orders on Hold	All	Automatic routing of orders on hold to Managers of the group that must review and release the hold. Eg. Credit for credit hold, Shipping for Delivery hold, etc.	Order hold review	Workflow



### 19 EDI Requirements

Activity Number	Activity	Business Unit	Description	Name	Requirement Type
1.1.1.5	Receive EDI Order (S)	Commercial Products	Process EDI orders 24 hours a day, 7 days a week. CSR hours are 8:00am Central - 6:00pm Central. Although orders will be received 24/7, a CSR will need to review any EDI orders that have been blocked by SAP during order processing.	Process EDI orders	EDI

### 20 Output Requirements

Activity Number	Activity	Output Name	Owner	Ref #	Type
1.1.8	Save Order	Order Acknowledgment	Sales	S:\\SAP\Quote to Cash\Sample Docs\Order Acknowledgement.pdf	Form

### 21 Reporting Requirements (operational and analytical)

Activity Number	Activity	Output Name	Owner	Ref #	Type
1.4.1	1.4.1	Orders on Hold Report	Customer Service	S:\\SAP\Quote to Cash\Sample Docs\Order Hold Report.pdf	Operations Report

### 22 Authorization Requirements

#### Credit Analyst (Role)

- 1.4.3 Release Order (S)
- 1.4.3 Release Order (S)
- 1.4.3.3 Release Credit Hold

#### Customer Service Manager (Role)

- 1 Process Standard Orders
- 1.1 Create / Maintain Standard Order
- 1.1.9.1.2 Approve Company Paid Air Freights > \$150

### 23 End User Training Considerations

WHO	Type	Process Area
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Credit Analyst	Role	1.4 Resolve Standard Order Holds (S)
Customer Service Manager	Role	1.1 Create / Maintain Standard Order

### 24 Additional Information

#### 24.1 Issues

Activity Number	Activity	Date Identified	Issue Description	Issue Owner	Issue Type	Potential Resolution	Severity
1.1.1.3	Receive Order by Phone (S)	8/1/2007 12:00:00 AM	We have had a number of complaints lately from customers that they are being dropped from the call while on hold and waiting for a CSR.	CSR Manager	Technology		High
1.1.6.3.2	Enter Customer Material Number (S)	8/1/2007 12:00:00 AM	Due to acquisitions, we have three different numbering schemes with intelligence embedded in the numbering scheme for customer specific materials. We would like to retain the intelligence in numbering but have only one scheme and convert all materials to this scheme.	Manufacturing / Sales	Process		Medium
1.1.7.1.2	Identify "Freight" Upcharge	8/1/2007 12:00:00 AM	We are very inconsistent in whether or not we apply a freight upcharge on orders. The current system does not force you to consider this and some CSRs don't remember. We	Customer Service	Process		High



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			estimate that this is costing us > \$50,000 a year.				
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### 24.2 Questions

Activity Number	Activity	Answer	Date Identified	Date Resolved	Owner	Question
	Backorder		6/19/2007 12:00:00 AM			Is 'Backorder' a separate order type?
	Broker		6/18/2007 12:00:00 AM			What's the difference between a Buyer and a Broker?
	Complaint		6/19/2007 12:00:00 AM			Is complaint an order type or another type of configurable object entirely?
	CSR		6/19/2007 12:00:00 AM			Is the CSR a Customer Master / Partner?

### SAP® ENHANCEMENT FUNCTIONAL SPECIFICATION DOCUMENT

*The following uses sample data and is for demonstration purposes only.*

#### DOCUMENT CONTROL:

#### REVISION HISTORY:

Version #	Date Modified	Modified By	Brief Description of Change

#### APPROVALS:

<b>Author</b>		<b>Date Created:</b>	
<b>Functional Team Lead</b>		<b>Signature and Date Approved:</b>	
<b>Business Process Owner</b>		<b>Signature and Date Approved:</b>	



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<b>Technical Team Lead</b>		<b>Signature and Date Approved:</b>	
<b>Project Manager</b>		<b>Signature and Date Approved:</b>	

### INTRODUCTION

#### *Purpose of the document*

The purpose of this document is to document any SAP code modification or additional processing logic requirements to further enhance the standard SAP delivered functionality. This document once approved by the appropriate authorities as mentioned in section “Document Control” forms the basis of Technical specification and the development work by the Development team.

#### *Request Overview*

1. Scenario ID:
2. Scenario Title:
3. Process ID:
4. Process Title:
5. Development Spec ID:
6. Name of Enhancement:

#### 7. Short Description:

8. Type:  Function Exit / User Exit    Routines    SAP Code mod.  
 Custom program/transaction    Other \_\_\_\_\_

9. Data latency:  Real-time    Batch    On-demand

10. Frequency:  Annually    Quarterly    Monthly    Weekly  
 Daily    Other

11. Requesting Team: \_\_\_\_\_

12. Systems Impacted:  R/3    CRM    APO    EBP    BW    SEM  
 Other \_\_\_\_\_

13. Modules Impacted:  FI    CO    SD    MM    PP    QM    BW    SEM  
 Other \_\_\_\_\_

14. Complexity  High    Medium    Low

15. Spec Created on: mm/dd/yyyy



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- 16. Date required by: mm/dd/yyyy
- 17. Created by: \_\_\_\_\_ Phone: \_\_\_\_\_
- 18. Functional Analyst: \_\_\_\_\_ Phone: \_\_\_\_\_
- 19. Technical Analyst: \_\_\_\_\_ Phone: \_\_\_\_\_
- 20. Business Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

### OVERVIEW

#### *Business Driver*

<Identify the key business driver for this requirement and articulate enablement of specific business case objective>

#### *Key business requirements*

<Refer here the key business requirements from the requirements list being supported by this development>

#### *High level Process overview*

<Attach process flow chart and system architecture showing all the concerned systems if required>

#### *Alternative Solutions evaluated*

<Identify and document the alternative solutions evaluated and their reason for rejection.>

No.	Alternatives	Evaluation	Reason for rejection (Cost, Timeline, Change Impact, BIZ case, etc.)
1		<u>Pros:</u> a. b. c. <u>Cons:</u> a. b. c.	
2		<u>Pros:</u> a. b. c. <u>Cons:</u>	



- a.
- b.
- c.

### DETAILS

#### *Detail Processing Logic*

<Document in detail the processing logic, identifying the key systems and tables involved. Include pseudo code if appropriate>

#### *Selection Screen*

<Describe the selection screen if used. Specify the fields for the selection and what checks need to be done after the user has entered his or her criteria.>

Screen Label	Referenced Field	Range of Value	Attributes, Default Values	Validations / Checks	Comments/ Selection Criteria (select options, parameters, radio buttons, checkboxes)

#### *Exception Handling Rules*

<Specify instructions to be followed when errors occur, or any processing outside the normal process flow.>

#### *Special Requirements*

<Provide any special requirements related to this development effort such as language translations, configurability or personalization allowed, etc.>

#### *Dependencies*



# BusinessGenetics

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<List any dependencies to other technical objects or configuration objects>

### Constraints

<Discuss all the constraints or the limitations if any for this technical object>

### Scheduling Requirements

<If the specification is for custom program, specify whether jobs should run during off-peak hours, frequency, manual or automatic start. Dependencies, etc>

### Test Specification

<This portion of the document is used to plan the unit testing. It includes items such as defining the test participants, the test environment, the schedule, and scope of the testing event.>

### Functional Test Scenarios

<Document test scenarios to test all of the functional requirements. Include a test scenario for each different business scenario that may occur.>

ID	Test Scenario	Expected Results	Comments
1			
2			
3			

### Test Data & Other Needs

<If any, specify test data set-up & refresh needs, volume of data, timeliness of data, etc.>

### Test System & Environment

<Identify test system and client.>

<b>Test System:</b>	
<b>Client:</b>	

### Audit Requirements/Integrity Controls



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<Specify the controls that are required to ensure that the data has been processed correctly.>

### Security/Authorization Requirements

<Provide any special authorization checking or data security provisions required.>

### SAP® CONVERSION FUNCTIONAL SPECIFICATION DOCUMENT

The following uses sample data and is for demonstration purposes only.

### DOCUMENT CONTROL:

### REVISION HISTORY:

Version #	Date Modified	Modified By	Brief Description of Change

### APPROVALS:

<b>Author</b>		<b>Date Created:</b>	
<b>Functional Team Lead</b>		<b>Signature and Date Approved:</b>	
<b>Business Process Owner</b>		<b>Signature and Date Approved:</b>	
<b>Technical Team Lead</b>		<b>Signature and Date Approved:</b>	
<b>Project Manager</b>		<b>Signature and Date Approved:</b>	



### INTRODUCTION

#### *Purpose of the document*

The purpose of this document is to document the Conversion specifications required for the project. This document once approved by the appropriate authorities as mentioned in section “Document Control” forms the basis of Technical specification and the development work by the Development team.

#### *Request Overview*

1. Scenario ID:
2. Scenario Title:
3. Process ID:
4. Process Title:
5. Development Spec ID:
6. Name of Conversion:
7. Short Description:

8. Type:  Conversion

9. Data Volume:

10. Requesting Team: \_\_\_\_\_

11. Systems Impacted:  R/3  CRM  APO  EBP  BW  SEM  
 Other \_\_\_\_\_

12. Modules Impacted:  FI  CO  SD  MM  PP  QM  BW  SEM  
 Other \_\_\_\_\_

13. Complexity  High  Medium  Low

14. Spec Created on: mm/dd/yyyy

15. Date required by: mm/dd/yyyy

16 Created by: \_\_\_\_\_ Phone:

17. Functional Analyst: \_\_\_\_\_ Phone:

18. Technical Analyst: \_\_\_\_\_ Phone:

19. Business Owner: \_\_\_\_\_ Phone:

### OVERVIEW

#### *Business Driver*

<Identify the key business driver for this requirement and articulate enablement of specific business case objective >

#### *Key business requirements*



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## BUSINESSGENETICS FOR SAP® BLUEPRINT – ASAP DOCUMENTS

<Refer here the key business requirements from the requirements list being supported by this development>

### **High level Process overview**

Attach process flow chart and system architecture showing all the concerned systems if required

### **Alternative Solutions evaluated**

<Identify and document the alternative solutions evaluated and their reason for rejection.>

<b>No.</b>	<b>Alternatives</b>	<b>Evaluation</b>	<b>Reason for rejection</b> ( <i>Cost, Timeline, Change Impact, BIZ case, etc.</i> )
1		<u>Pros:</u> a. b. c. <u>Cons:</u> a. b. c.	
2		<u>Pros:</u> a. b. c. <u>Cons:</u> a. b.	



### DETAILS

#### *Detail Processing Logic*

<Document in detail the processing logic, identifying the key systems and tables involved>

#### *Selection Screen*

<Describe the selection screen of the report. Specify the fields for the selection and what checks need to be done after the user has entered his or her criteria.>

Screen Label	Referenced Field	Range of Value	Attributes, Default Values	Validations / Checks	Comments/ Selection Criteria (select options, parameters, radio buttons, checkboxes)

#### *Data Mapping Requirements*

TRANSFORMATION RULES				
Source System Table-Field	Target System Table-Field	Conversion Type (Direct mapping, Logic, Table, Constant)	Conversion Rules	Validation

[Direct → One to one mapping; Logic → derived value from one or more source fields; Table → One-to-One and Many-to-One mapping based on table below; Constant → Does not depend on source data]



### **Conversion Tables**

<Document fully each conversion table referenced in the data map. Add additional columns as necessary.>

#### **Conversion Table 1:**

Source Value	Converted Value

### **Exception Handling Rules**

<Specify instructions to be followed when errors occur, or any processing outside the normal process flow.>

### **Special Requirements**

<Provide any special requirements related to this development effort such as language translations, configurability or personalization allowed, etc.>

### **Dependencies**

<List any dependencies to other technical or configuration objects>

### **Constraints**

<Discuss all the constraints or the limitations if any for this technical object>

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<Specify whether jobs should run during off-peak hours, frequency, manual or automatic start.>

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### **Functional Test Scenarios**

<Document test scenarios to test all of the functional requirements. Include a test scenario for each different business scenario that may occur.>

<b>ID</b>	<b>Test Scenario</b>	<b>Expected Results</b>	<b>Comments</b>
1			
2			
3			

### **Test Data & Other Needs**

<If any, specify test data set-up & refresh needs, volume of data, timeliness of data, etc.>

### **Test System & Environment**

<Identify test system and client.>

<b>Test System:</b>	
<b>Client:</b>	

### **Audit Requirements/Integrity Controls**

<Specify the controls that are required to ensure that the data has been processed correctly.>

### **Security/Authorization Requirements**

<Provide any special authorization checking or data security provisions required.>

## **SAP® INTERFACE FUNCTIONAL SPECIFICATION DOCUMENT**

The following uses sample data and is for demonstration purposes only.

### **DOCUMENT CONTROL:**

### **REVISION HISTORY:**



Version #	Date Modified	Modified By	Brief Description of Change

### APPROVALS:

<b>Author</b>		<b>Date Created:</b>	
<b>Functional Team Lead</b>		<b>Signature and Date Approved:</b>	
<b>Business Process Owner</b>		<b>Signature and Date Approved:</b>	
<b>Technical Team Lead</b>		<b>Signature and Date Approved:</b>	
<b>Project Manager</b>		<b>Signature and Date Approved:</b>	



### INTRODUCTION

#### *Purpose of the document*

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#### *Request Overview*

1. Scenario ID:

2. Scenario Title:

3. Process ID:

4. Process Title:

5. Development Spec ID:

6. Name of Interface:

7. Short Description:

8. Type:  Interface

9. Interface Type:  EDI  ALE  LSMW  ABAP Development

Other \_\_\_\_\_

10. Direction:  Inbound  Outbound  Both

11. Data latency:  Real-time  Batch  On-demand

12. Frequency:  Annually  Quarterly  Monthly  Weekly

Daily  Other

13. Data Volume:

14. Requesting Team: \_\_\_\_\_

15. Systems Impacted:  R/3  CRM  APO  EBP  BW  SEM

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20. Created by: \_\_\_\_\_ Phone: \_\_\_\_\_

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22. Technical Analyst: \_\_\_\_\_ Phone: \_\_\_\_\_



23. Business Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

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### **Audit Requirements/Integrity Controls**

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### **Security/Authorization Requirements**

<Provide any special authorization checking or data security provisions required.>



### Hardware & Software Requirements

COMPONENT	REQUIRED SPECIFICATIONS
<b>Processor</b>	<ul style="list-style-type: none"><li>▪ 1-gigahertz (GHz) Intel Pentium-class processor</li></ul>
<b>Operating System(s)</b>	<ul style="list-style-type: none"><li>▪ Windows 7</li><li>▪ Windows Vista</li><li>▪ Microsoft Windows® Server 2003*</li><li>▪ Windows XP Professional*</li><li>▪ Windows XP Home Edition</li><li>▪ Windows 2000*</li><li>▪ Windows Millennium Edition (Windows Me)</li><li>▪ Windows 98</li><li>▪ Microsoft Windows NT® 4.0 Service Pack 6a</li></ul>
<b>Memory</b>	<ul style="list-style-type: none"><li>▪ 1 gigabyte (GB) of RAM, 2 gigabyte (GB) recommended</li></ul>
<b>Hard Disk</b>	<ul style="list-style-type: none"><li>▪ 20 MB of hard disk space required</li></ul>
<b>Display</b>	<ul style="list-style-type: none"><li>▪ 800 x 600 or higher-resolution display with 256 colors</li></ul>
<b>Input Device</b>	<ul style="list-style-type: none"><li>▪ Microsoft mouse or compatible pointing device</li></ul>
<b>Software</b>	<ul style="list-style-type: none"><li>▪ Microsoft .NET Framework 2.0 Redistributable (<a href="#">.NET Framework Downloads</a>)</li></ul> <p><i>Note: If you are not sure if you have these items installed, and run the setup of your choice. During the install, required items have not been found. If this is the case, the above links to download and install the required installing any element of the BML Product Suite.</i></p>
<b>Other</b>	<ul style="list-style-type: none"><li>▪ The latest Windows service packs and critical updates from the <a href="#">Windows Update site</a>.</li></ul>



### **Distribution Media**

ASAP Documents and corresponding software updates are distributed over the Web via the BusinessGenetics Web site at [www.businessgenetics.com](http://www.businessgenetics.com). A CD can be provided upon request.

### **Ordering Information**

To order the BusinessGenetics for SAP® Blueprint, contact BusinessGenetics, authorized reseller of all BusinessGenetics (BMLi) products, at 720.266.1024.

### **Software Product Services**

Software support and maintenance is offered on an annual basis. Support is offered via phone (+1 303.792.3086), email and MSN Messenger ([support@xBMLinnovations.com](mailto:support@xBMLinnovations.com)). Details are included with the Annual Maintenance & Support Agreement.

### **Software Warranty**

The BusinessGenetics for SAP® Blueprint ASAP Documents is warranted to conform to its specifications for a period of thirty (30) days after delivery to the Client.