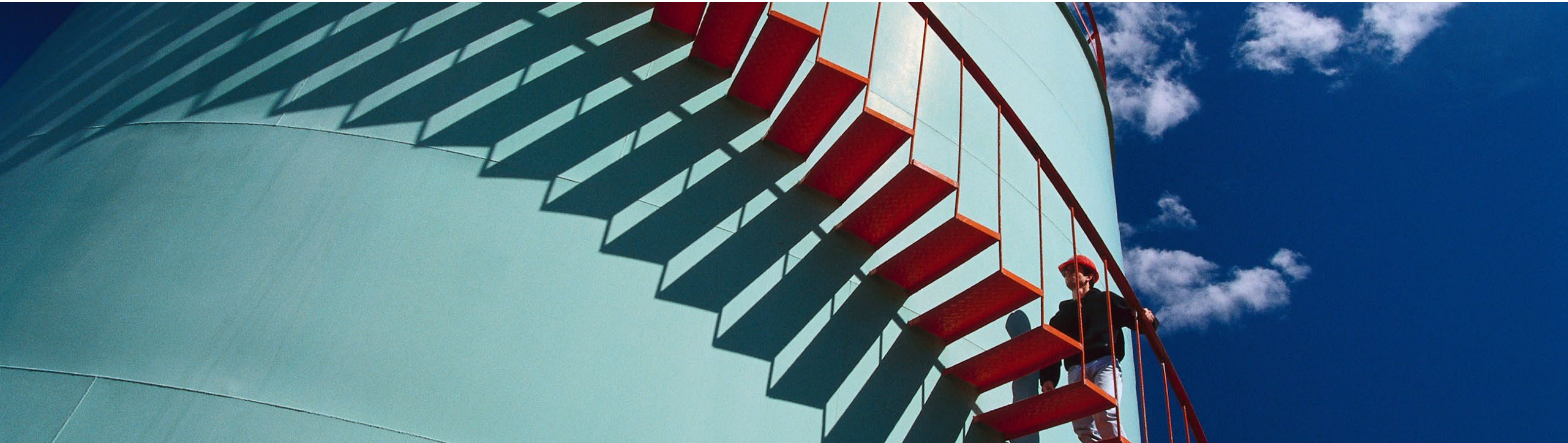
SUGEN
SAP User-Group Executive Network

Step-by-Step Guide for Digital Access



Step-by-Step Guide for Digital Access

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Understand Digital Access (all customers)

- Check DA Landingpage
- Check DA Help Portal
- Check local SAP User-Group page

Analyse your SAP Landscape

- Identify all the interfaces and sources of indirect access
- Any data created into a SAP ERP from 3rd party systems ?
- Existing license for Indirect / Digital Access ?
  e.g. Named User, SSOP, POP, specific contractual agreements
- *RPA*

Count my documents

- Identify the user IDs that are embedded in interfaces, whether they are batch or real-time jobs
- Apply the SAP Estimation Tool Notes (details see Slide 3)
- Evaluate results to identify missing documents and areas to explore
- Get support from Digital Access Evaluation Service
- Alternative:
  Via built in measurability (SAP Passport)
  (details see Slide 4)

Evaluate DA (customers & SAP)

- Talk with SAP about licensing of DA
- Digital Access Adoption Program (DAAP)
- Contract / Product Conversion or „do nothing“ if Indirect Access scenarios are already licensed by other means.

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SAP Digital Access document sizing based on **estimation note**

Customer Quick Reference Sheet

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SAP Global Performance Organization
Process Office • Portfolio Planning • Pricing & Commercialization

Objective

SAP provides a digital access estimation note including a report which you can use to estimate the number of documents that may be subject to digital access licensing. Under the SAP Digital Access model, SAP counts and charges for the creation of initial documents triggered by a non-sap solution. All other subsequent operations (read, updates, and delete) on the document are not counted.

Steps

Step one: identify relevant systems
Relevant systems for estimation note implementation need to be identified. This includes SAP ECC and / or SAP S/4HANA systems.

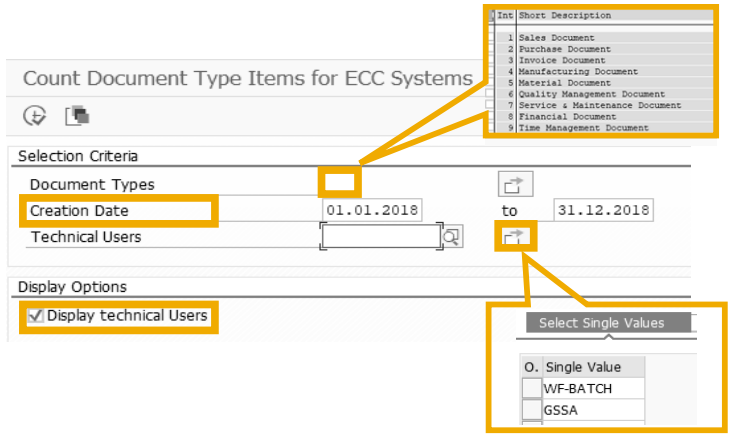
Step two: implement note
Download the relevant note from the service market place. Before implementing, please make sure that the manual steps outlined in the note are properly executed.

Step three: identify interfaces and users
Identify all external interfaces and determine the corresponding technical users that are in place to access your SAP ECC or SAP S/4HANA system from non-SAP applications.

Step four: run the note
Run the note by entering the timeframe and technical users. Check the results.

Execution of note

All fields need to be addressed to obtain the best estimate:



Relevant notes

- **SAP S/4HANA:** 2644172
- **SAP ECC:** 2644139

Digital access evaluation service

To verify the number of relevant documents and clarify open questions SAP offers its customers the free-of-charge **SAP digital access evaluation service** with the following benefits:

- Enhanced knowledge
- Transparency
- Realistic document count

Additional links

- For more information about digital access, technical measurabilities, and scenarios please visit SAP's help portal for digital access

Keep in mind

- If the same technical users are in place for SAP and non-SAP scenarios this might lead to higher values
- Subsequent documents created by the same technical users are not excluded by the note and will be counted as documents. These will need to be manually adjusted out of the total
- Archiving can affect the measured quantity
- The values determined are based on the current system environment and current business processes. Any changes planned for the future should be taken into account

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SAP Digital Access document sizing based on **SAP passport**

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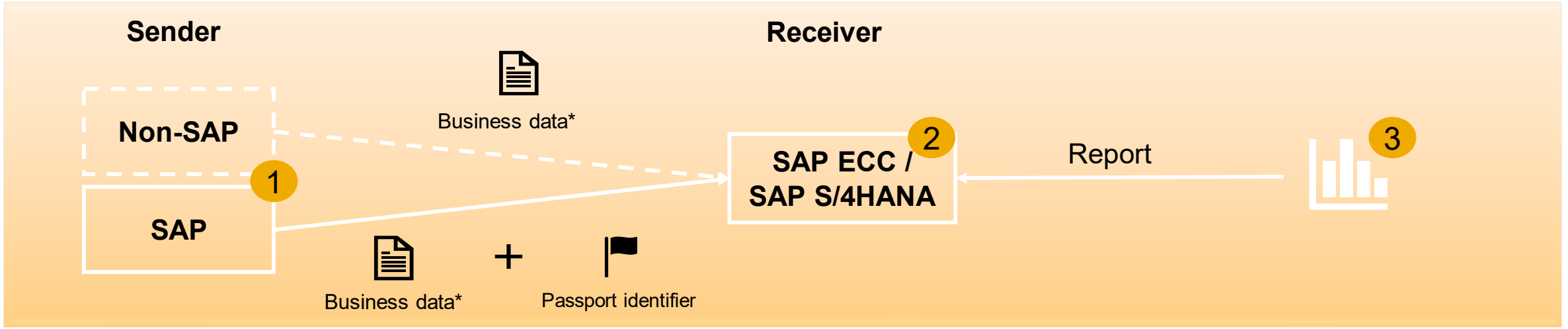
Description

SAP passport enables an end-to-end system tracing and monitoring in distributed system landscapes and represents a data structure that is transported as additional header fields by communication protocols (for example, RFC, http). It contains additional information about the communication between the systems (for example, component name, action).

High-level architecture

SAP passport identifier is available for main technologies like SAP ABAP, SAP NetWeaver for Java, SAP Cloud Platform (Neo), SAPUI5 and SAP S/4HANA. Each SAP application, service, or its communication layers adds SAP passport identifier information to each **outbound call.** Non-SAP system calls are delivered without SAP passport identifier.



Process steps

1. **Identify:** distinguish documents created by other SAP solutions from those coming from non-SAP applications
2. **Log:** store information about externally created documents persistently in the receiver system (SAP ECC / SAP S/4HANA)
3. **Report:** provide possibilities to measure and verify the number of external documents

Further information

To enable the SAP passport please follow the central technical guide note 2738406 the guideline summarizes the technical requirements needed.

For more information about SAP passport please visit SAP's help portal for digital access.

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