Support for migration from classic general ledger to new general ledger

The new general ledger in SAP ERP Financial Accounting offers quite a lot of functionality, such as the integration of managerial financial accounting, segment reporting, new processes for parallel accounting and acceleration of period-end closing.

Many different migration scenarios are possible for the transition from classic general ledger accounting to new general ledger accounting as well as for subsequent changes within new general ledger. You can find detailed information about the scenarios on SAP Service Marketplace under: http://service.sap.com/glmig in the overview presentation.

DESCRIPTION

The new features relate to very extensive changes on active data in the database. Additionally, the legal requirements for financial accounting necessitate special attention on data security and quality. A comprehensive analysis of your situation at the outset and the detailed planning of the migration are crucial to the success of the migration. To achieve a high degree of safety in this respect, SAP is responsible for data security and quality regarding the migration and has therefore decided to accompany each migration project with the SAP General Ledger Migration service. The service contains components to enable the customer to perform a save data migration on his own with defined validation by SAP.

This required technical service consists of three main elements:

- **The scenario-based general ledger migration cockpit** which provides a step-by-step guidance through the migration using a process tree, a monitor, and the status administration with logs. The migration cockpit is designed for the customer to perform the migration himself.

- **The remote service sessions** that are delivered by the general ledger migration back office to ensure the right migration approach include technical validation and plausibility checks in migrated test data.

- **The development support** which includes 24 hour a day technical development support at production weekend and technical support for test migrations during working hours.

After we have received the questionnaire, the preliminary dates for the delivery of the service sessions will be fixed with the general ledger migration back office and you will receive the contract. Once you have sent it back, the general ledger migration cockpit can be downloaded from SAP Service Marketplace.

VALUE PROPOSITION

The SAP General Ledger Migration service minimizes the risk involved in a migration project as well as the probability of unforeseen costs that can occur during the migration.

The scenario-based functionality and the step-by-step guidance in the general ledger migration cockpit reduce the complexity of the migration project and make it easier to handle.

Two service sessions help to assure safe data migration and high quality of the result. The 24 hour support on the production migration weekend minimizes the risk of unforeseen system downtime.

The standardized and high-quality migration process reduces the cost of data migration possible and the overall cost of the new general ledger implementation project.
SERVICE PROCESS

At the initial start of the project that is after the upgrade to mySAP ERP 2004 or SAP ERP 6.0 the questionnaire has to be filled in and sent to the migration back office (NewGLMigration@sap.com). The questionnaire asks for information on the following topics:

- General company data
- Your project manager and consultant
- Data on your classic general ledger customizing
- Data on your new general ledger customizing
- The migration project schedule

The questionnaire asks for details of the new G/L customizing and the project plan so before the questionnaire can be filled in the complete business blueprint of the new G/L implementation project must be finished.

A member of the general ledger migration back office will check if all answers are given and if they are consistent. In case of any doubts he or she will contact you to clarify the findings. A convenient delivery date for the service sessions is also scheduled with you.

You can order the SAP General Ledger Migration service via the SAP Service Marketplace under http://service.sap.com/glmig. Just fill out the questionnaire and send it back to the migration back office (mailto:NewGLMigration@sap.com). After evaluating the migration scenario based on the answered questionnaire we will provide you with a quotation.

It might take between 4 and 6 weeks from the day we receive the questionnaire until we can provide the migration cockpit. The stretch of time depends among others on the quality of the answers in the questionnaire, the time needed to check the feasibility of your request, the time needed to accord the planned dates for the service sessions and the time you need to send the signed contract back to us. As some customizing settings for new G/L have to be finished early in the project please make sure that you order the service in time.

The pricing information will be provided by the general ledger migration backoffice after the questionnaire has been evaluated.

For each session, your system administrator needs to open a remote connection to SAP.

THE GENERAL LEDGER MIGRATION COCKPIT

From the general ledger migration cockpit you can access all programs that have to be started during the migration as well as some check programs to verify a consistent data migration. The programs are tailored to the customer's specific migration scenario. The process tree in the migration cockpit shows the programs in the required sequence, and the status management ensures that the programs are executed in this order. From the process monitor one can see the status of a program and easily switch to the log. This offers visibility and traceability of the migration process.

For some new G/L customizing settings and transactions the installation of the migration cockpit is mandatory. As some settings have to be finished in the fiscal year before the activation of new G/L (phase 0), it is necessary to order the service as early as possible in your project.

The migration cockpit is shipped as add-on and executed by the customer or consulting partner. After implementation in the ERP system it enables them to perform the actual technical data migration.

For technical prerequisites see SAP Note 1014364, for technical dependence with other SLO tools, such as TDMS (Test Data Migration Server), refer to SAP Note 1162584.
 SERVICE SESSION: SCENARIO VALIDATION

The first service session, called scenario validation or SV session, is performed by a member of the general ledger migration back office (delivery specialist). The service session is performed with data from the production ERP-system (without having new G/L active) to ensure the right migration approach.

A member of the general ledger migration back office will logon to your production system, collect and download the relevant data and start the check reports on our internal systems. He or she will check whether your migration scenario fits the configuration of your system and the aim of your activation of the new general ledger. A migration-related system analysis is also performed during this session. In addition, some application-specific checks will be conducted, depending on the selected scenario.

After the service session is finished, the delivery specialist will take a closer look at the logs and, if necessary, recommend further consulting. This can be addressed at your local SAP subsidiary, for example for the business part of the project such as for the new conception of accounting, or for individual reviews of the blueprint or the project plan.

If required an additional execution of the service session can be ordered and will be charged separately.

The scenario validation service session is a binding part of the SAP General Ledger Migration service. The session has to be finished and the findings have to be adapted before the test migration can start.

 Special Prerequisites and Recommendations for Scenario Validation

The service session will be performed on basis of an ERP system, therefore the upgrade to ERP 2004 or 6.0 has to be completed.

The service session will be planned after the questionnaire has been filled out completely - in case of doubts as a result of the service evaluation.

The decision for the migration scenario has to be made before, usefully the blueprint is already available.

SAP recommends to run the scenario validation session before the migration date, this means during the “old” fiscal year. This is recommended especially if you want to use parallel ledgers in new G/L and asset accounting is in use. In that case the ledgers have to be defined and assigned to the valuation areas in FI-AA in the production system. Otherwise the service session will finish with red light.

The knowledge of training course AC210 (New General Ledger in SAP ERP) is mandatory, the knowledge of training course AC212 (Migration to the New General Ledger) is recommended already before start of the first service session.

The add-on software component ST-A/PI and SAP Note 1143917 has to be installed before (according to SAP Note 69455) to enable the data collection. No further tasks are required from customer’s side for this service session.

 SERVICE SESSION: TEST VALIDATION

The second service session is done with data from the test system to make sure that the test migration was consistent from a technical point of view. We will again download the relevant data from your recent test system and then run some application-specific plausibility checks regarding to the migration results. The validation of application and integration tests is not part of the test validation service session. Therefore we expect the customer to perform these tests independently from this session.
We recommend the test validation service session to take place after one of the test migrations that has been carried out with representative data of the fiscal year of the production migration. The application testing should also be finished to a large extent. There should be enough time for an additional test run after the test validation service session, in case during the session issues come up that require a further test. If required an additional execution of the service session can be ordered and will be charged separately.

The planned dates for the test validation session are part of the contract and should therefore be fixed with the back office directly after sending the questionnaire. If this has not been possible for any reason or if the session has to be rescheduled, it has to be ordered at least four weeks before it should be performed. It will take about one week in total to collect the data in the test system, evaluate them in our internal system and send the report back to you.

The test validation service session is a binding part of the SAP General Ledger Migration service. The session has to be finished and the findings have to be adapted before the production migration can start.

The service session report will give some recommendation about problems in the migration, but it will not pronounce any statement concerning whether an issue should stop a migration project or not. This final decision will have to be made by the customer.

**Special Prerequisites and Recommendations for Test Validation**

The service session for scenario validation must be finished successfully and the results must have been adapted.

The test migration should be technically completed, this means that the general ledger migration cockpit activity *Activate New General Ledger Accounting* has to be carried out before.

The add-on software component ST-A/PI and SAP Note 1143917 has to be installed before (according to SAP Note 69455) to enable the data collection.

If you have not asked for the execution of the service session for test validation within one year after the scenario validation, SAP will charge the full service price. This remaining test validation session can be ordered at any time after this and will then not be charged again. In case there have been significant changes in the system in the meantime, SAP recommends to repeat the scenario validation session. This additional scenario validation service session will be charged separately.

**GENERAL LEDGER MIGRATION BACK OFFICE SUPPORT**

The service includes the project support by the general ledger migration back office with the following:
- Support by the general ledger migration back office during the complete project during working hours
- 24 hour a day support by the general ledger migration back office during the final migration of the production system

In case of technical problems create a message in English language on component FI-GL-MIG and the corresponding sub-components.

Please note that the support for the weekend can only be provided if you contact SAP about three weeks before the planned migration in the production system. The process and the details of the weekend support are described in SAP Note 1014369.

If you plan to postpone the go-live please inform SAP beforehand. Otherwise the additional weekend support for the definite go-live weekend would be charged again. It would be helpful for us if you send us a short confirmation mail after you’ve finished the migration in the production system, so we know that the support request is fulfilled. You can find further information in SAP Note 1014369.
If the migration is split into more weekends, the weekend-support included in the service is given for the weekend of the migration the customer registered for. Any support for further weekends can be ordered and will be charged separately.

Support for the production conversion can only be provided if the two service sessions (scenario validation and test validation) have been finished and the findings have been adapted.

The support - especially the 24-hour support during the production migration - only includes solutions for technical problems. The support will cover the processing of messages regarding technical problems of the migration programs. Any solution of data inconsistencies or assistance for customizing of the new general ledger is not included in the SAP General Ledger Migration service and will have to be ordered as additional service, such as remote consulting (component XX-RC) or on-site consulting. For a detailed distinction between technical support and consulting see SAP Note 1072121.

**PREREQUISITES**

We strongly recommend that the project team for the new general ledger customizing and migration has at least one member with deep knowledge in SAP Financials, especially in new general ledger accounting. We suggest that team members attend the SAP training courses AC210 (New General Ledger Accounting) and AC212 (Migration to New General Ledger Accounting).

The migration programs necessitate technically consistent data. Therefore, we recommend running all required reconciliation programs on a regular basis and solving all identified data inconsistencies as early as possible before the start of the migration project.

The test migrations have to be performed on a recent copy of the production system. The test system might be a separate system or an additional client of the existing Q-system. But in any case transports from the test into the production system should be possible. SAP’s suggestion is to have one system or client for the testing of new G/L customizing and one system or client for the test of the migration. We recommend to do the last planned test migration during the fiscal year of the production migration, on a new copy of the production system with representative data of the year of migration. After the last test migration there should be enough time for extensive application testing and – if necessary – for corrections of the new G/L customizing, for a repetition of the test migration and the application testing. SAP recommends to perform a general rehearsal test before the production conversion.

Though the check reports in the migration cockpit and test validation session support a correct and consistent migration, they are not sufficient to verify the migration results. Therefore a full application testing is absolutely required after each test migration. A thorough check of the results is necessary to make absolutely sure that all objects (including customer-specific ones) were migrated correctly, that no inconsistencies occurred and that all processes are working properly.

Although the SAP General Ledger Migration service helps customers to perform a successful migration with minimized downtime and maximum performance after the migration, a migration can be a time- and cost-intensive project. During the migration, you may experience reduced availability and performance of your SAP ERP systems. For this reason, SAP encourages you to make sure that all other possibilities for improving performance of your hardware, operating system and database have been considered.

It is necessary that during the migration, the members of your staff with the required expertise in the areas of operating system, database, SAP basis components and migration tools be available for consultation.

A migration can only be performed if your SAP system is mySAP ERP 2004 or SAP ERP 6.0.
SAP strongly recommends running the SAP EarlyWatch Alert (according to SAP Note 207223). This service runs automatically in the background and delivers performance data to the SAP Solution Manager. The service continuously measures system performance so as to promptly identify system bottlenecks.

For the sessions of this service that are delivered remotely, a remote connection to SAP and an installed SAProuter are required.

To get ready for the delivery of this service please refer to the service preparation details.

Further information for the service sessions such as technical restrictions, data security or authorizations can be found in SAP Note 91488.

**RESTRICTIONS**

The SAP General Ledger Migration service does not include any consulting support such as blueprinting or project planning beyond the above mentioned sessions. Support for the realization - for example customizing of the new general ledger or execution of the migration - is not covered. Please note that data inconsistencies will not be cleared by the service or by members of the general ledger migration back office.

The migration itself will be performed by the customer or consulting partner by using the migration cockpit.

Any assistance in the migration project will have to be ordered as an additional service.

The customer is responsible for the blueprint and conception of the new G/L implementation including the integration of other components, industries and country versions. He has to make sure - in cooperation with his consultants - that the implementation works from a conceptual and functional point of view and is supported by SAP. This verification is not part of the SAP General Ledger Migration service.

**ADDITIONAL SERVICE**

In addition to the technical support provided by this service, you can also obtain further consulting support from your local SAP subsidiary for the business part of the project, such as for the new conception of accounting, or for the individual reviews of the blueprint or the project plan, or performing the migration.

**FURTHER INFORMATION**

SAP General Ledger Migration is available worldwide.

If you have questions regarding pricing and contract conditions, please contact your local SAP subsidiary.

For technical and general questions or if you are interested in learning more about the SAP General Ledger Migration service, visit our pages on SAP Service Marketplace under http://service.sap.com(glmig or send an e-mail to NewGLMigration@sap.com.