

# What's new in ESS SAP Enhancement Package 5 for SAP ERP

Functional



Ramp-Up Knowledge Transfer

SAP enhancement package 5 for SAP ERP 6.0

## 1. ESS Overview

- 1.1. Motivation
- 1.2. Role Assembly
- 1.3. ESS Role - SAP Portal
- 1.4. ESS Role - NWBC

## 2. Personal Profile

- 2.1 . New Profile Application
- 2.2. Profile Adaption

## 3. CATS and Leave Request

- 3.1. Leave Overview, Request and Approval
- 3.2. CATS Recording and approval

## 4. Reporting Scenarios

- 4.1. Reporting Scenario – Payslip

## 5. Demo

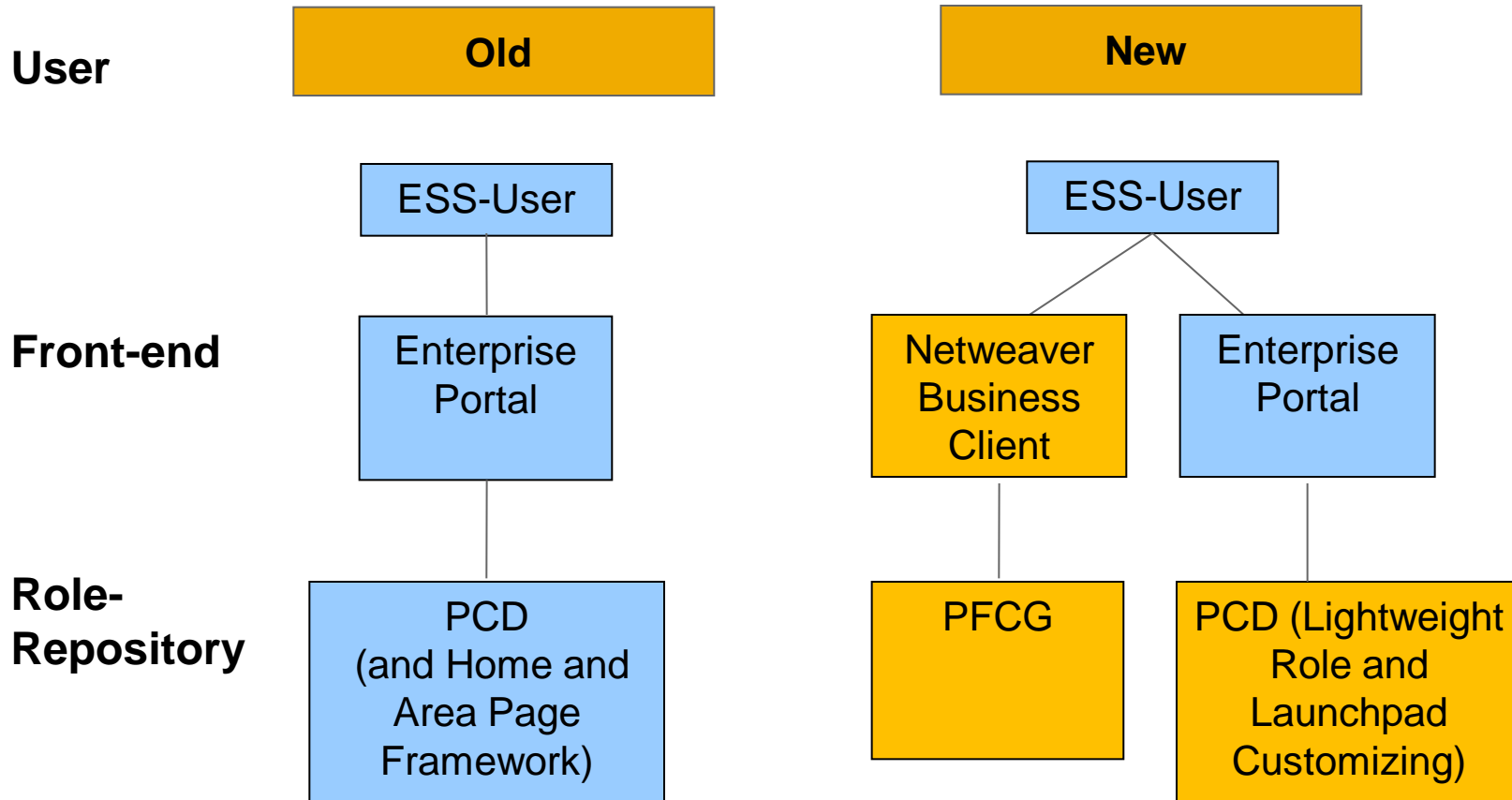


## Customer requirements:

- Lower TCO (Total Cost of Ownership)
- Efficient and consistent UI
- Multiple navigation options

- Enhanced layout in Web Dynpro ABAP
- UIs based on Floor Plan Manager (FPM)
- Portal vendor independent deployment (SAP portal optional)
- Java free stack
- Enhanced scenarios following state of the art UI and navigation patterns

# ESS Role Assembly – Multiple Options & Low TCO

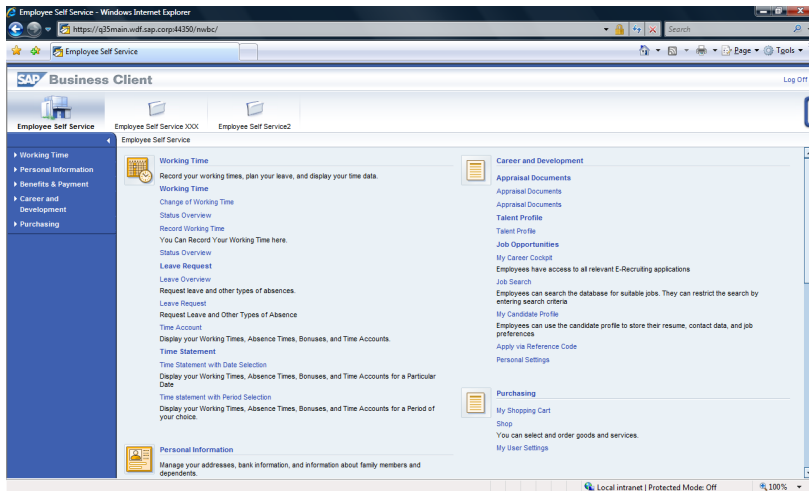


- ❑ Single stack (ABAP) reduces TCO.
- ❑ Single point of entry for Role maintenance.
- ❑ 'Lightweight' Portal Role.

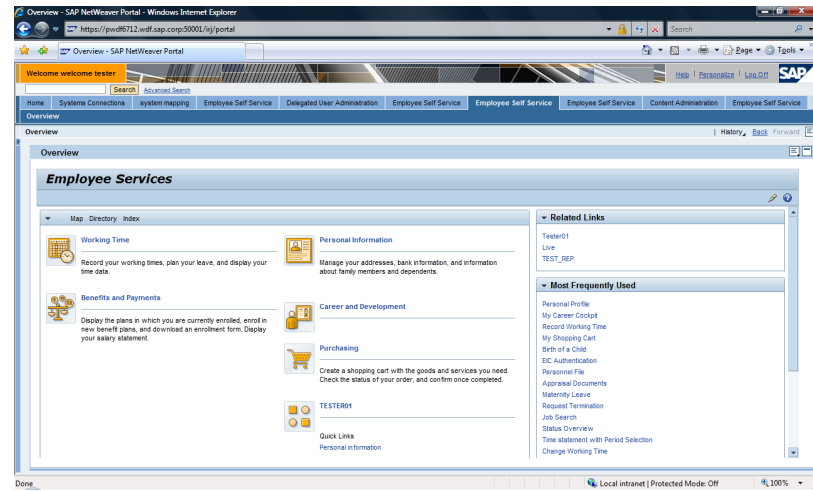
# The ESS Role from EHP5 on



## ESS in NWBC



## ESS in SAP-Portal



From EHP5 ESS offers two options, based on which client the ESS-Role is being used:

- ❑ Netweaver Business Client
- ❑ SAP Enterprise Portal

Similar look and feel in both deployment options with added features in SAP Portal.

# The new ESS Role in the SAP Portal (1): Map View



The screenshot displays the SAP NetWeaver Portal interface. At the top, a navigation bar includes links for Home, Systems Connections, system mapping, Employee Self Service, Delegated User Administration, and Content Administration. The main content area is titled "Employee Services" and features a "Map" tab, which is highlighted with a red box. Below the "Map" tab, there are several service tiles: "Working Time" (with a calendar icon), "Personal Information" (with a person icon), "Benefits and Payments" (with a scale icon), "Career and Development" (with a person and document icon), "Purchasing" (with a shopping cart icon), and "TESTER01" (with a person icon). Each tile includes a brief description of the service. To the right of the main content area, there are two sidebars: "Related Links" and "Most Frequently Used". The "Related Links" sidebar lists "Tester01", "Live", and "TEST\_REP". The "Most Frequently Used" sidebar lists various services such as "Personal Profile", "My Career Cockpit", "Record Working Time", "My Shopping Cart", "Birth of a Child", "EIC Authentication", "Personnel File", "Appraisal Documents", "Maternity Leave", "Request Termination", "Job Search", "Status Overview", "Time statement with Period Selection", and "Change Working Time". The browser window title is "Overview - SAP NetWeaver Portal - Windows Internet Explorer" and the address bar shows "https://pwdf6712.wdf.sap.corp:50001/irj/portal". The status bar at the bottom indicates "Local intranet | Protected Mode: Off" and "100%".

# The new ESS Role in the SAP Portal (2): Directory View



The screenshot shows the SAP NetWeaver Portal interface. At the top, there is a navigation bar with various menu items: Home, Systems Connections, system mapping, Employee Self Service, Delegated User Administration, Employee Self Service, Employee Self Service, Employee Self Service, Content Administration, and Employee Self Service. Below this is a search bar and a 'Welcome' message for the user 'tester'. The main content area is titled 'Employee Services' and contains several categories of services:

- Working Time:** Working Time, Leave Request, Time Statement
- Benefits and Payments:** Benefits, Payments
- Personal Information:** Personal Profile, Personnel File, Birth of a Child, Maternity Leave, Request Termination, EIC Authentication
- Career and Development:** Job opportunities, Talent Profile, Appraisal Documents
- Purchasing:** Shop, My Shopping Cart, My User Settings

The 'Directory' link in the top navigation bar is highlighted with a red box. On the right side, there are two sections: 'Related Links' and 'Most Frequently Used'. The 'Related Links' section lists 'Tester01', 'Live', and 'TEST\_REP'. The 'Most Frequently Used' section lists various services like 'Personal Profile', 'My Career Cockpit', 'Record Working Time', etc.

At the bottom of the browser window, the status bar shows 'Local intranet | Protected Mode: Off' and '100%' zoom level.

# The new ESS Role in the SAP Portal (3): Index View



Overview - SAP NetWeaver Portal - Windows Internet Explorer  
https://pwwdf6712.wdf.sap.corp:50001/irj/portal

Welcome welcome tester

Search Advanced Search

Home Systems Connections system mapping Employee Self Service Delegated User Administration Employee Self Service Employee Self Service Employee Self Service Content Administration Employee Self Service

Overview | History Back Forward

## Overview

### Employee Services

Map Directory **Index**

Search:  Go

All | A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Apply via Reference Code	Employees can apply for a job directly using th...
Appraisal Documents	View or update existing performance management ...
Appraisal Documents	
Birth of a Child	Start Process Birth Of Child.
Change Working Time	
EIC Authentication	
Job Search	Employees can search the database for suitable ...
Leave Overview	Display Leave Overview of all personnel assignm...
Leave Request	Request leave and other types of absences.
Maternity Leave	Start Process for Maternity Leave.
My Candidate Profile	Employees can use the candidate profile to stor...

#### Related Links

- Tester01
- Live
- TEST\_REP

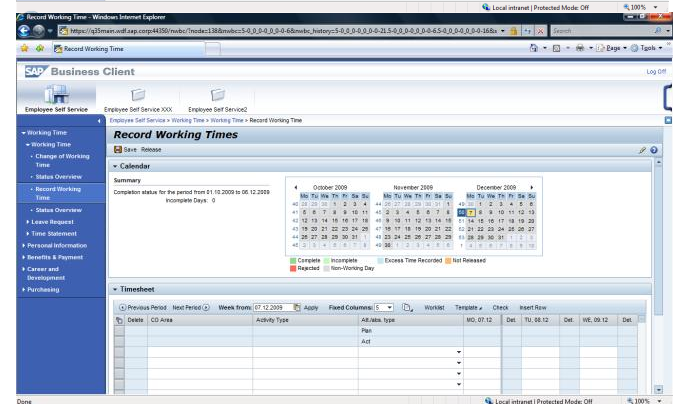
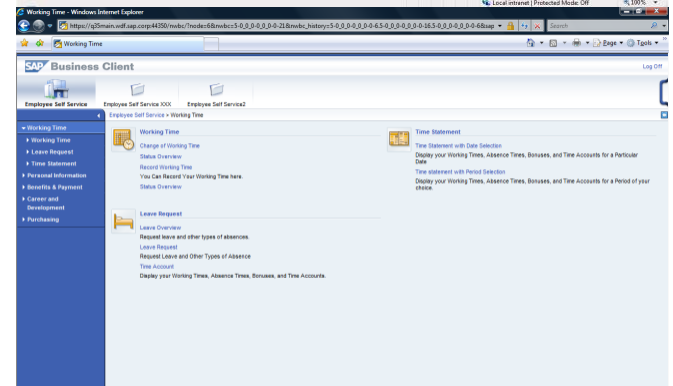
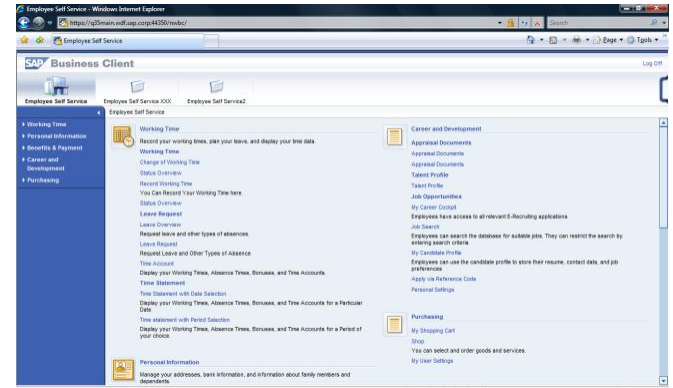
#### Most Frequently Used

- Personal Profile
- My Career Cockpit
- Record Working Time
- My Shopping Cart
- Birth of a Child
- EIC Authentication
- Personnel File
- Appraisal Documents
- Maternity Leave
- Request Termination
- Job Search
- Status Overview
- Time statement with Period Selection
- Change Working Time

Local intranet | Protected Mode: Off 100%

## What is the SAP NetWeaver Business Client?

- ❑ SAP's next generation desktop client
- ❑ Consumes services and directly connects to the backend system
- ❑ Infrastructure for role based access to SAP systems and consistent navigation capabilities



# The new ESS Role in the NWBC (1): Starting Page



- ❑ Single Overview Page.
- ❑ Zero footprint, in place navigation.

1. ESS Overview
  - 1.1. Motivation
  - 1.2. Role Assembly
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3. CATS and Leave Request
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  - 3.2. CATS Recording and approval
4. Reporting Scenarios
  - 4.1. Reporting Scenario – Payslip
5. Demo

# Personal Information – Profile Page



## Personal Profile

### Personal Data



Name: Alexander Joseph  
Date of Birth: 01.01.1970



### Addresses

Temporary residence  Home address



#### Permanent residence

Street Name: Hildesheimer Straße 3  
City: Hildesheim  
Telephone Number: +49 5121 56849  
Valid From: 24.03.2010



### Bank Information

Other bank  Travel Expenses

#### Main bank

Payee: Alexander Joseph  
Bank name: Citibank  
Bank Account: 12345678912345



### Family Members / Dependents

Spouse  Child

#### Spouse

Name: Carmen Joseph  
Date of Birth: 01.01.1972  
Valid From: 15.04.2010



### Internal Data

Building Number: WDF01  
Room Number: C1  
License Plate Number:  
Valid From: 24.03.2010



- ❑ Bizcards (UI Building Blocks)
- ❑ Simpler navigation pattern
- ❑ One single application handles all localization scenarios
- ❑ Over 100+ menu entries now reduced to one single menu entry.

# New Navigation Pattern

## Reduced Number of Clicks



### Create Mailing address

 Save And Back  Save  Cancel

\* Country Key:

#### Address

Care Of:

Street and House No.:

Postal Code:

\* City:

District:

Telephone Number:

Distance in km:

#### Validity

Valid as of Today

Valid From

Valid From/To

The in-place navigation intuitively guides the user to Save and Back or Save or Cancel

# Profile Adaption by Administrators– Including a new Bizcard, Changing Layout



**Personal Profile**

▼ **Personal Data**

First Name: Philippe  
Last Name: Carrere-Klon  
Date of Birth: 09.05.1961

▼ **Bank Information** Other bank Travel Expenses

**Main bank**  
Payee: M. Philippe Carrere  
Bank name:  
Bank Account:

▼ **Family Members / Dependents** Child

**Spouse**  
Name: Marie Carrere  
Date of Birth: 01.01.1970

**Child**  
Name: Francoise Carrere  
Date of Birth: 01.01.1990

▼ **Addresses** Temporary residence Home address Mailing address

**Permanent residence**  
Street Name: pl. de la Défense Cédex 26  
City: Paris La Défense Cédex 26  
Telephone Number: 01.49.01.94.94

**Emergency address**  
Street Name: 102  
City: paris  
Telephone Number:

▼ **Communication** Fax E-mail First telephone number at work Cell Phone Pager

▼ **Office Data** New

▼ **Challenge Information (IT0004 - France)**

ID date: 01.01.2009  
Degree of challenge: 50  
Personnel Number: 00019505

- ❑ Create new bizcard or customize an existing bizcard via configurations.
- ❑ Generic 'feeder classes'

# Profile Adaption by End Users – Drag & Drop



## Personal Profile

### Personal Data



Name: **Alexander Joseph**  
Date of Birth: 01.01.1970



### Bank Information

Other bank  Travel Expenses

#### Main bank

Payee: Alexander Joseph  
Bank name: Citibank  
Bank Account: 12345678912345



### Addresses

Temporary residence  Home address

#### Permanent residence

Street Name: Hildesheimer Straße 3  
City: Hildesheim  
Telephone Number: +49 5121 56849  
Valid From: 24.03.2010



### Family Members / Dependents

Spouse  Child

#### Spouse

Name: Carmen Joseph  
Date of Birth: 01.01.1972  
Valid From: 15.04.2010

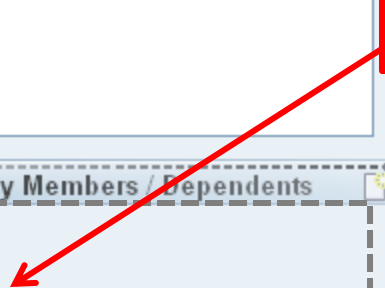


### Internal Data

Spouse Building Number: WDF01  
Room Number: C1  
License Plate Number:  
Valid From: 24.03.2010



### Family Members / Dependents



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# Leave Request 1



**Leave Request: Paid leave (ESS Reno), 01.06.2010-03.06....**

Send

Additional Information

Calendar Team Calendar Time Accounts Leave Requests

Personal Calendar

View: June 2010 Apply

April 2010							May 2010							June 2010									
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su			
13	29	30	31	1	2	3	4	17	26	27	28	29	30	1	2	22	1	1	2	3	5	6	
14	5	6	7	8	9	10	11	18	3	4	5	6	7	8	9	23	7	8	9	10	11	12	13
15	12	13	14	15	16	17	18	19	10	11	12	13	14	15	16	24	14	15	16	17	18	19	20
16	19	20	21	22	23	24	25	0	17	18	19	20	21	22	23	25	21	22	23	24	25	26	27
17	26	27	28	29	30	1	2	21	24	25	26	27	28	29	30	26	28	29	30	1	2	3	4
18	3	4	5	6	7	8	9	22	31	1	2	3	4	5	6	27	5	6	7	8	9	10	11

Legend: Absent, Multiple Entries, Sent, Deletion Requested, Non-Working Day, Holiday

Leave Details Check

Type of Leave

\* Type of Leave: Paid leave (ESS Reno)  
Description: Paid leave (ESS Reno)

Additional Data

Customer Field #01:

General Data

\* Start date: 01.06.2010  
\* End Date: 03.06.2010  
Begin Time: 00:00:00  
End Time: 00:00:00  
Att./abs. days: 3,00  
Absence hours: 30,00  
Approver Name: 92221042 ESSRenoTest  
New Note:

## Enhancements

- ❑ Elimination of roadmap
- ❑ Personal calendar can be used for navigation
- ❑ Personal calendar show non-working days based on employee's work schedule
- ❑ Holidays highlighted in personal calendar

# Leave Request 2

## Personal Calendar



### Leave Request: Paid leave (ESS Reno), 07/26/2010-07/29/2010

Send

#### Additional Information

Calendar Team Calendar Time Accounts Leave Requests

#### Personal Calendar

View: July 2010 Apply

June 2010							July 2010							August 2010									
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su			
22	31	1	2	3	4	5	6	26	28	29	30	1	2	3	4	30	26	27	28	29	30	31	1
23	7	8	9	10	11	12	13	27	5	6	7	8	9	10	11	31	2	3	4	5	6	7	8
24	14	15	16	17	18	19	20	28	12	13	14	15	16	17	18	32	9	10	11	12	13	14	15
25	21	22	23	24	25	26	27	29	19	20	21	22	23	24	25	33	16	17	18	19	20	21	22
26	28	29	30	1	2	3	4	0	26	27	28	29	30	31	1	34	23	24	25	26	27	28	29
27	5	6	7	8	9	10	11	2	3	4	5	6	7	8	35	30	31	1	2	3	4	5	

Absent Multiple Entries Sent Deletion Requested Non-Working Day  
Holiday

#### Leave Details

##### Type of Leave

Type of Leave: Paid leave (ESS Reno)

Description: Paid leave (ESS Reno)

##### General Data

\* Start date: 07/26/2010  
\* End Date: 07/29/2010  
Begin Time: 12:00:00 AM  
End Time: 12:00:00 AM  
Att./abs. days: 4.00  
Absence hours: 36.00

Simple Navigation as  
Personal calendar can be  
used for navigation

# Leave Request 3

## Team Calendar



### Leave Request: Paid leave (ESS Reno), 07/26/2010-07/29/2010

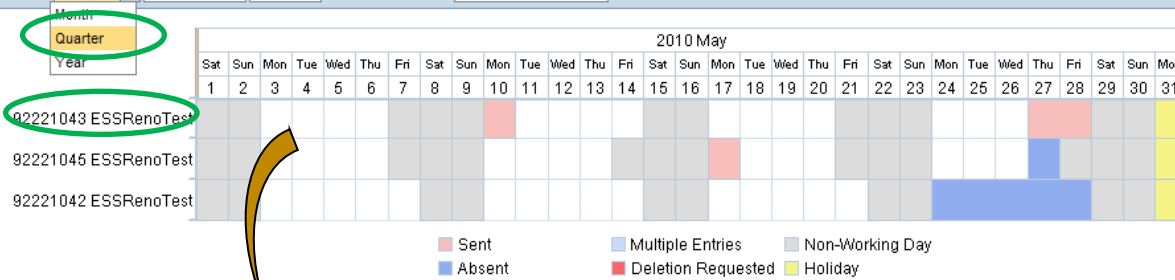
Send

#### Additional Information

Calendar Team Calendar Time Accounts Leave Requests

#### Team Calendar

View: Month May 2010 Apply Sort by: Names Ascending Select Team Members Print Team Calendar



### Leave Request: Paid leave (ESS Reno), 07/26/2010-07/29/2010

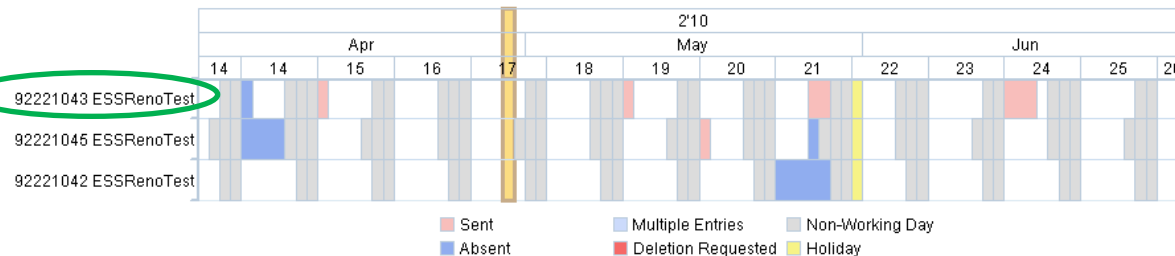
Send

#### Additional Information

Calendar Team Calendar Time Accounts Leave Requests

#### Team Calendar

View: Quarter Quarter 2 2010 Apply Sort by: Names Ascending Select Team Members Print Team Calendar



- Quarterly and annual view provided in addition to monthly view
- Employee's own name always on top
- Sorting option (names ascending/descending)
- Team Calendar shows non working days and holidays are highlighted.

# Leave Overview



- ▶ My Processes
- ▼ Working Time
  - ▼ Leave Request
    - Create Leave Request
    - Leave Overview
    - View Time Account Balances
  - ▶ Time Recording
  - ▶ Employment Percentage
  - ▶ Time Statement
  - ▶ Benefits & Payment
  - ▶ Personal Information
  - ▶ Career and Development
  - ▶ Purchasing
  - ▶ Work Events
  - ▶ Personal Profile

## Leave Overview

### Leave Data Overview

Edit	Cancel	Type of L...	Start date	Start time	End Date	End time	Next Processor	Status	Used
		Paid leave ...	06/14/2010	12:00:00 AM	06/16/2010	12:00:00 AM	92221042 ESS...	Sent	36 Hours
		Paid leave ...	05/27/2010	12:00:00 AM	05/28/2010	12:00:00 AM	92221042 ESS...	Sent	24 Hours
		Paid leave ...	05/10/2010	12:00:00 AM	05/10/2010	12:00:00 AM	92221042 ESS...	Sent	12 Hours
		Paid leave ...	04/12/2010	08:00:00 AM	04/12/2010	12:00:00 PM	92221042 ESS...	Sent	6 Hours
		Paid leave ...	04/05/2010	12:00:00 AM	04/05/2010	12:00:00 AM		Approved	12 Hours

### Time Accounts Overview

Time Account:

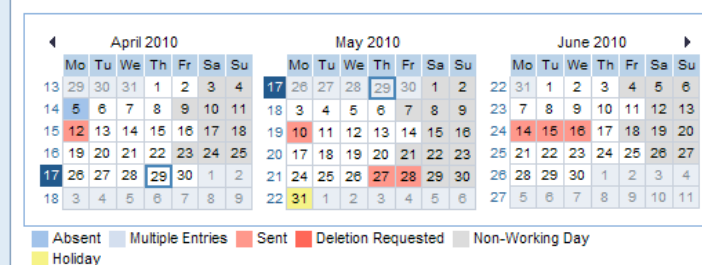
Time Account	Deduction from	Deduction to
Education Leave	01/01/2009	12/31/2010
Vacation (Accrual)	01/01/2009	12/31/9999

## Leave Request: New

### Additional Information

#### Personal Calendar

View:



### Leave Details

#### Type of Leave

\* Type of Leave:

Description: Paid leave (ESS Reno)

- Direct access to existing leaves
- Time account balances as context information
- Option to create a new leave request and return to leave overview

# Leave Approval



Manager Self-Service > Home

## Worklists

New Worklist

Time Management: **Leave Approval (7)** Working time approval (5)

Workflow Tasks: Work Items (7) Notifications (0)

Time Management - Leave Approval (7)

View: \* SAPInitial Approve Reject Print Version Export Filter Settings

Type of Leave	Owner	Start date	Start time	End Date	End time	Status	Used	
<input type="checkbox"/> Select All	ESS Reno)	92221043 ESSRenoTest	14.06.2010	00:00:00	16.06.2010	00:00:00	Sent	36 Hours
<input type="checkbox"/> Deselect All	ESS Reno)	92221043 ESSRenoTest	27.05.2010	00:00:00	28.05.2010	00:00:00	Sent	24 Hours
<input type="checkbox"/> Unpaid leave (ESS Reno)	92221045 ESSRenoTest							
<input type="checkbox"/> Paid leave (ESS Reno)	92221043 ESSRenoTest							
<input type="checkbox"/> Paid leave (ESS Reno)	92221043 ESSRenoTest							

## Worklists

New Worklist

Time Management: **Leave Approval (7)** Working time approval (5)

Workflow Tasks: Work Items (7) Notifications (0)

Time Management - Leave Approval (7)

View: \* SAPInitial Approve Reject Print Version Export

Type of Leave	Owner	Start date	Start time	End Date
<input type="checkbox"/> Paid leave (ESS Reno)	92221043 ESSRenoTest	14.06.2010	00:00:00	16.06.2010
<input type="checkbox"/> Paid leave (ESS Reno)	92221043 ESSRenoTest	27.05.2010	00:00:00	28.05.2010
<input type="checkbox"/> Unpaid leave (ESS Reno)	92221045 ESSRenoTest	17.05.2010	00:00:00	17.05.2010
<input type="checkbox"/> Paid leave (ESS Reno)	92221043 ESSRenoTest	10.05.2010	00:00:00	10.05.2010
<input type="checkbox"/> Paid leave (ESS Reno)	92221043 ESSRenoTest	12.04.2010	08:00:00	12.04.2010

□ Approval in POWL  
(Personal Object Worklist)

□ Mass approval or  
approval in detail view



# Record Working Time 3



## New View Options

- Vertical view
- Bi-weekly view
- Clock times in weekly and bi-weekly views
- With or without tabs

Calendar

Timesheet

Previous Period Next Period Week from: 03/28/2010 Apply Fixed Columns: 4 Worklist Check

Insert Row

Del...	Date	Att./abs. type	Start time	End time	Content	Det.	Actual	Planned
		Total						40
🗑	SU, 03/28						0	0
🗑	MO, 03/29	Business trip	08:00	17:00	8	📄	0	8
🗑	TU, 03/30	Business trip	08:00	13:00	4	📄	0	8
🗑		Travel Time	13:00	17:00	4	📄		
🗑	WE, 03/31	Attendance Hours	08:00	17:00	8	📄	0	8
🗑	TH, 04/01	Attendance Hours	08:00	17:00	8	📄	0	8
🗑	FR, 04/02	Attendance Hours						
🗑	SA, 04/03							

### Record Working Times

Save Save and Release

Calendar

Completion Status

From: 02/01/2010 To: 05/07/2010 Incomplete Days: 17

March 2010 April 2010 May 2010

Complete Incomplete Excess Time Recorded Not Released Rejected  
 Non-Working Day Current Selection Today

Timesheet

Daily Weekly

Previous Period Next Period Week from: 05/02/2010 Apply Fixed Columns: 4 Worklist Template Check Insert Row

Del...	Rec. CCtr	Att./abs. type	MO, 05/03	TU, 05/04	WE, 05/05	TH, 05/06	FR, 05/07	MO, 05/10	TU, 05/11	WE, 05/12	TH, 05/13	FR, 05/14
		Plan	9	9	9	9		9	9	9	9	8
		Act			9	9		9	9	9	10	10
🗑		Attendance Hours						9	9	9	10	10
🗑	100-1100	Attendance Hours		9		6						
🗑		Business trip			9							
🗑		Education/Training				3						

# Approve Time Sheet Data



- Approval in POWL (Personal Object Worklist)
- Roadmap eliminated
- Configurable approval default value
- Rejection Reason only editable for rejected entries

### Worklists

[New Worklist](#) [Change Worklist](#)

Time Management: [Leave Approval \(0\)](#) [Working time approval \(3\)](#)

Workflow Tasks: [Work Items \(5\)](#) [Notifications \(Refresh is running\)](#)

Time Management - Working time approval (3)

View: [Standard View] [Approve All](#) [Reject All](#) [Process Individually](#) [Print Version](#) [Export](#) [Filter Settings](#)

Employee	Empl./appl.name	Frm	To	Message	Number	Target Time
92221038	Tara Test	05/03/2010	05/09/2010		40 H	40 H
92221038	Tara Test	05/10/2010	05/16/2010		42 H	40 H
92221040	Martin Reno	05/17/2010	05/23/2010	⚠	30 H	40 H

### Individual Approval

[Save And Back](#) [Cancel](#)

▼ Show Approved Working Times

Period From: 05/17/2010 To: 05/23/2010 Go

Date	Attendance/Absence Type	Personnel Number	Name	Number	Approval	RejectionReason	Message
There are no approved times for this period							

▼ Indiv. Approval for Employee 92221040, Period From 05/17/2010 To 05/23/2010 Recorded 30 H Target Time: 40 H

Date	Attendance/Absence Type	Personnel Number	Name	Number	Approval	RejectionReason	Message
05/17/2010	Attendance Hours	92221040	Martin Reno	10 H	Reject		
05/18/2010	Attendance Hours	92221040	Martin Reno	10 H	Approve		
05/19/2010	Attendance Hours	92221040	Martin Reno	10 H	Approve		

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# Reporting Scenario(1): Collapsible Trays



**Remuneration Statement (01/2007)**

Previous Statement | Next Statement | Request Print

Overview and Selection

Result Open in New Window

**SAP Entgeltabrechnung** Datum: 07.09.2009 Seite: 1/1

Im  
Bei Rückfragen wenden Sie sich bitte an  
Tel.:  
Öffentlicher Dienst, Nerottstr 15a, 69190 Walldorf  
Mrs  
Test Bescheinigung  
Bescheinigungsweg 11b  
79104 Freiburg

Persönliche / Organisatorische Daten			
Personalnr.:	25001216	Geburtsdatum:	Aug 11, 1963
Kostenstelle:		Eintritt:	Jan 1, 2006
Tarifgr./-stufe:		Austritt:	
E05 / 01		Kinderfreibetr.:	0.0
Steuerklasse:	3	Jahresfreibetr.:	0.00
Konfession: AN/EG:	RK /	Monatsfreibetr.:	0.00
Steuertage:	30.00	Jahreshinzutr.:	0.00
		Monatshinzutr.:	0.00
RV-Nr.:		KV-Prozentsatz:	7.60
Krankenkasse:	AOK/BR	RV-Prozentsatz:	9.95
DEÜV-Schlüssel:	1111	AV-Prozentsatz:	2.10
SV-Tage:	30.00	PV-Prozentsatz:	1.10

Lohnart	Lohnartentext	Für	Anzahl	Betrag/E.	Zusatz	Betrag	Jahreswert

Urlaubsdaten

Art	Zeitraumbeginn	Zeitraumende	Anspruch	Abgetragen	Rest

- Collapsible Trays
- Default form displayed for latest time period
- Navigate through other forms with:
  - Selection from List
  - Previous/Next

# Reporting Scenario(1): Expanded Tray



User can choose appropriate period from Overview and Selection.

The screenshot shows a web browser window displaying the SAP Remuneration Statement (01/2007). The 'Overview and Selection' section is highlighted with a red box and contains a table of salary statements. Below it, the 'Result' section shows a preview of the 'Entgeltabrechnung' document, including personal and organizational data and a table for 'Lohnart' (wage type).

In-Period	Gross Amount	Payment Amount	Print Status
01/2007	0,00 EUR	0,00 EUR	
12/2006	2.868,35 EUR	1.982,60 EUR	
11/2006	2.868,35 EUR	1.982,60 EUR	
10/2006	2.868,35 EUR	1.982,60 EUR	
09/2006	2.868,35 EUR	1.982,60 EUR	

Lohnart	Lohnartentext	Für	Anzahl	Betrag/E.	Zusatz	Betrag	Jahreswert

1. ESS Overview
  - 1.1. Motivation
  - 1.2. Role Assembly
  - 1.3. ESS Role - SAP Portal
  - 1.4. ESS Role - NWBC
2. Personal Profile
  - 2.1 . New Profile Application
  - 2.2. Profile Adaption
3. CATS and Leave Request
  - 3.1. Leave Overview, Request and Approval
  - 3.2. CATS Recording and approval
4. Reporting Scenarios
  - 4.1. Reporting Scenario – Payslip
- 5. Demo**

**DEMO**

**Thank you!**