



SAP Ariba 

Feature at a Glance

Support for customizing user profile change request approval flows

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CONFIDENTIAL

Feature at a Glance

Ease of implementation  high-touch
Geographic relevance  Global

Introducing: Support for customizing user profile change request approval flows

Customer challenge

Currently when the user adds a group that should require a Purchasing Unit assignment, it cannot be made mandatory. In addition, there's no way to have specific approval of the User Profile if a group is added.

Meet that challenge with SAP Ariba

This feature introduces the capability to indicate important “key groups”, and then provide a warning message to the user if such a group is added to the User Profile without a Purchasing Unit designation when editing their User Profile.

In addition, a custom approval can be configured to add approvers if specific groups are assigned to the User Profile.

Experience key benefits

With this feature, a customer can more easily control which groups a user may be able to add to their User Profile.

Solution area

- SAP Ariba Buying
- SAP Ariba Buying and Invoicing
- SAP Ariba Invoice Management

Implementation information

To have this feature enabled, please have your Designated Support Contact (DSC) submit a **Service Request (SR)**.

Prerequisites and Restrictions

- Purchasing Unit filtering needs to be enabled (Application.Approvable.OrganizationalVisibilityPartitioning)
- Custom configuration required to enable specific approval of the user profile

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Detailed feature information

This feature requires the user to assign a Purchasing Unit designation when adding a "key group" to their user profile (i.e. any group with "User Can Request Responsibility" = Yes).

Steps

1. User adds a group to their user profile
2. If the group is marked as a key group, it is defaulted into the "Limited Responsibilities" section
3. The customer is forced to select a PU mapping

If the user does NOT assign the Purchasing Unit and tries to proceed (selecting Next), an error message is displayed "Purchasing Units must not be empty".

In addition, through a configuration, a custom approval flow may be configured depending on groups added by the user.

The screenshot displays the SAP user profile configuration interface for 'Personal Profile' (UP1457: Johan Holm). The interface includes a navigation bar with 'Go To Dashboard', 'Resume Customization', and user information. The main content area shows 'Personal Profile Information - User Profile' with fields for Name, Business Email Address, Supervisor, and Groups. A 'Choose Values for Groups' dialog is open, showing a search for 'Key' and a list of 'Currently Selected' groups including 'ABC Manager', 'Analysis Administrator', 'Asset Manager', 'Asset Receiver', and 'Buyer Procurement Desk Agent'. Below the dialog, the 'Limited Responsibilities' table is visible, showing a mapping for 'KeyGroup' to '(select a value) [select] *'. A red error message 'Purchasing Units must not be empty.' is displayed, indicating that a purchasing unit must be assigned for the key group. A yellow arrow points from the error message to the 'KeyGroup' row in the table. A black arrow points from the 'Justify Changes' step in the left sidebar to the 'Choose Values for Groups' dialog.

Group ↑	Purchasing Units
Invoice Administrator	Top-level node
Invoice Exception Processor	Top-level node
KeyGroup	(select a value) [select] *

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Group configuration

- Enable the feature through a service request
 - Application.Approvable.MandatoryPUApplicableGroupResponsibility
 - Purchasing Unit filtering need to be enabled (Application.Approvable.OrganizationalVisibilityPartitioning)
- The groups in question need to be flagged as “User Can Request Responsibility” = Yes
 - This will default the group to the Limited Responsibility section and require a PU assignment
 - The new column “User Can Request Responsibility” is also available under Import/Export User Groups.csv

User profile approval

- A custom field needs to be added that contains the added fields (in a vector/list)
 - Through a support request: Create new custom calculated field `cus_NewGroupsAdded` of type Multi-select Text in `UserProfileDetails` class with expression `getNewlyAddedGroups()`
- A custom approval flow can traverse the list of added approvers and, through a custom lookup field, assign appropriate approvers (users or approver groups)
 - Traverse `cus_NewGroupsAdded` field
 - Lookup helper file with Group, Approver group, Required, Tooltip will be required