



Duet

for Microsoft® Office og SAP®

(tidligere prosjekt Mendocino)

Freddy Hafskjold

Solution Management

SAP Norge

Duet™

for Microsoft® Office
and SAP®

Duet knytter sammen effektive kontorrutiner og virksomhetens øvrige forretningsprosesser. Gjennom Duet leverer vi en enestående verdi for våre kunder

- Første felles produkt SAP og Microsoft har utviklet
- SAP applikasjon levert med Microsoft Office
- Radikalt forbedret brukeropplevelse

Duet er for Informasjonsbrukeren



HVEM ER DE?

- Tilbringer meste av dagen i MS Office eller med en PDA
- Kun periodisk behov for tilgang til virksomhetens data og forretningsprosesser
- Arbeider på kontoret, hjemme, på reise,

HVILKET BEHOV HAR DE?

- Leverer relevant forretningsinnhold ved å benytte valgt brukergrenseflate
 - hvor som helst,
 - når som helst
- Lett å ta i bruk uten behov for opplæring

■ Frakoblet IT miljø for sluttbrukeren



■ Informasjonsbrukeren har behov for å bli knyttet til .

.... virksomhetens Business Intelligence og Beste praksis prosesser



Avhengig av brukere med spesialkompetanse

En typisk arbeidsdag

- 40% søking etter informasjon
- 40% koordinering av ressurser
- 20% verdiøkende arbeid

Resultat

- Liten tid til beslutningsstøtte
- Lite effektive prosesser
- Nytenkning blir hindret

Duet setter informasjonsbrukeren i stand til selv å utføre oppgavene



Ingen opplæring, umiddelbart klar til bruk

- Økt produktivitet

Konsistent informasjon

- Forbedret oversikt og beslutningsstøtte

Prosess forbedringer

- Økt sporbarhet og oversikt

Økonomiske gevinster

- Økt gevinst og lavere eierkostnad (TCO)

Produktoversikt DEMO

Duet 1.0 Value Pack Details

Planlegge, registrere og styre tid i SAP via MS Office

The screenshot displays the Outlook 'Discuss new project - Meeting' window. The meeting details include:

- To: Jung Lee, Chan
- Subject: Discuss new project.
- Location: My Office
- Start date: Mon 3/22/2005, 8:00 AM
- End date: Mon 3/22/2005, 9:00 AM
- Reminder: 15 Minutes
- Show Time as: Busy

The message body contains the text: "Hi Chan, I need your help with Mendocino. Thanks, Markus".

The Duet sidebar on the right shows the following information:

- Time Tracking**
- Duet** by SAP and Microsoft
- Discuss new project
- Tracked: 1 Hour
- Project Code: 25688, NW Training
- Activity: Product Management
- Additional Field: Enter Text
- Tracking Balance: March 1 - March 31, NW Training: 19 hours
- You Can Also: Open Time Tracking in Portal..., View Company Policy, Set Time Tracking O..., Get Time Tracking H...

Ansatt

- Tidsregistrering per prosjekt
- Se på allokering av tid
- Styre tid og prosjekter

Viktigste fordeler:

- Bedret beslutningstøtte
- Bedret prosess samhörighet
- Reduserte kostnader

Rapporter og analyser

Se på rapporter og analyser (*mySAP ERP eller BW*)

The screenshot shows the Microsoft Outlook Reports interface. On the left, there are navigation panes for 'Mail' and 'All Mail Folders'. The main pane displays a list of reports with columns for Subject, Received, Report Type, and Next Run. Below the list, a detailed view of a report titled 'Plan/Actual Sales: Weekly' is shown, including sender information (SAP Reports, To: Pantone, Joe) and report details (Controlling Area 2000 00 N. America, Fiscal Year 2005, From Period 4, To Period 0, Plan Version 0, Cost Center Group 2200,2210,2220, Cost Element Group 430000..49 Cost Element Group). At the bottom, there is a table header for 'True Postings' with columns for Cost Element, Ref. Costs, Obj. Costs, etc.

Subject	Received	Report Type	Next Run
Plan/Actual Sales 4/07/05	4/07/2005 4:30 PM	Scheduled	4/14/2005 4:30
Plan/Actual Variance on cost centers is > 35%	3/20/2005 7:52 AM	Alert-Triggered	
Resting to Travel exceeds threshold value	3/19/2005 7:12 AM	Alert-Triggered	
Cost Centers - Costs (Current Situation)	3/10/2005 5:07 PM	Scheduled	04/10/2005 5:07
Cost Centers - Costs (Year to Date)	3/07/2005 11:00 AM	Scheduled	04/07/2005 11:00
Cost Centers - Costs (Quarters)	3/02/2005 9:20 AM	Unscheduled	
Cost Centers - Costs (Quarters)	3/01/2005 3:48 PM	Unscheduled	
Cost Centers - Costs (Current Situation-Graphic)	2/15/2005 12:00 AM	Scheduled	06/15/2005 12:00
Cost Centers - Costs (Year to Date-Graphic)	2/15/2005 12:00 AM	Unscheduled	
Cost Centers - Costs (Quarters-Graphic)	2/15/2005 12:00 AM	Scheduled	06/15/2005 12:00
Resting to Overtime Exceeds threshold value	2/07/2004 10:03 PM	Alert-Triggered	

Ansatt

- Motta rapporter i meldingsmapper
- Kjøre ad-hoc rapporter i Excel

Leder

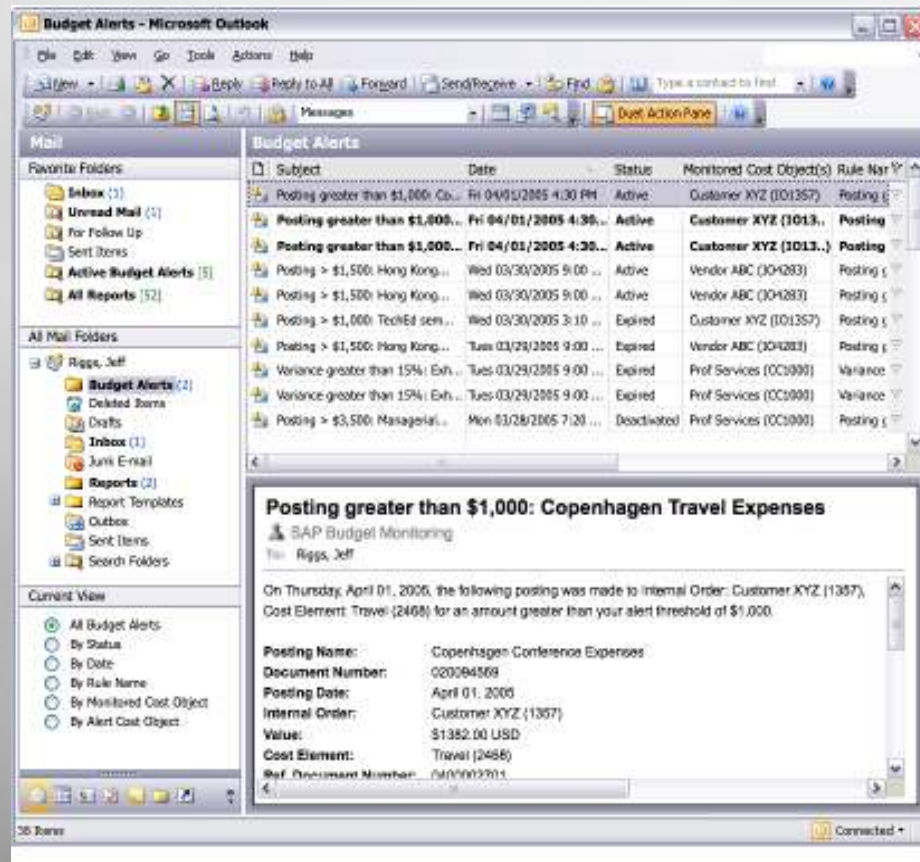
- Se på autoriserte rapporter
- Se på analyser og dashboards

Viktigste fordeler:

- Økt prosess oversikt
- Forbedret ressurstildeling
- Reduserte kostnader

Overvåkning av budsjett

Arbeide med SAP økonomi /budsjett via meldinger og rapporter i MS Office



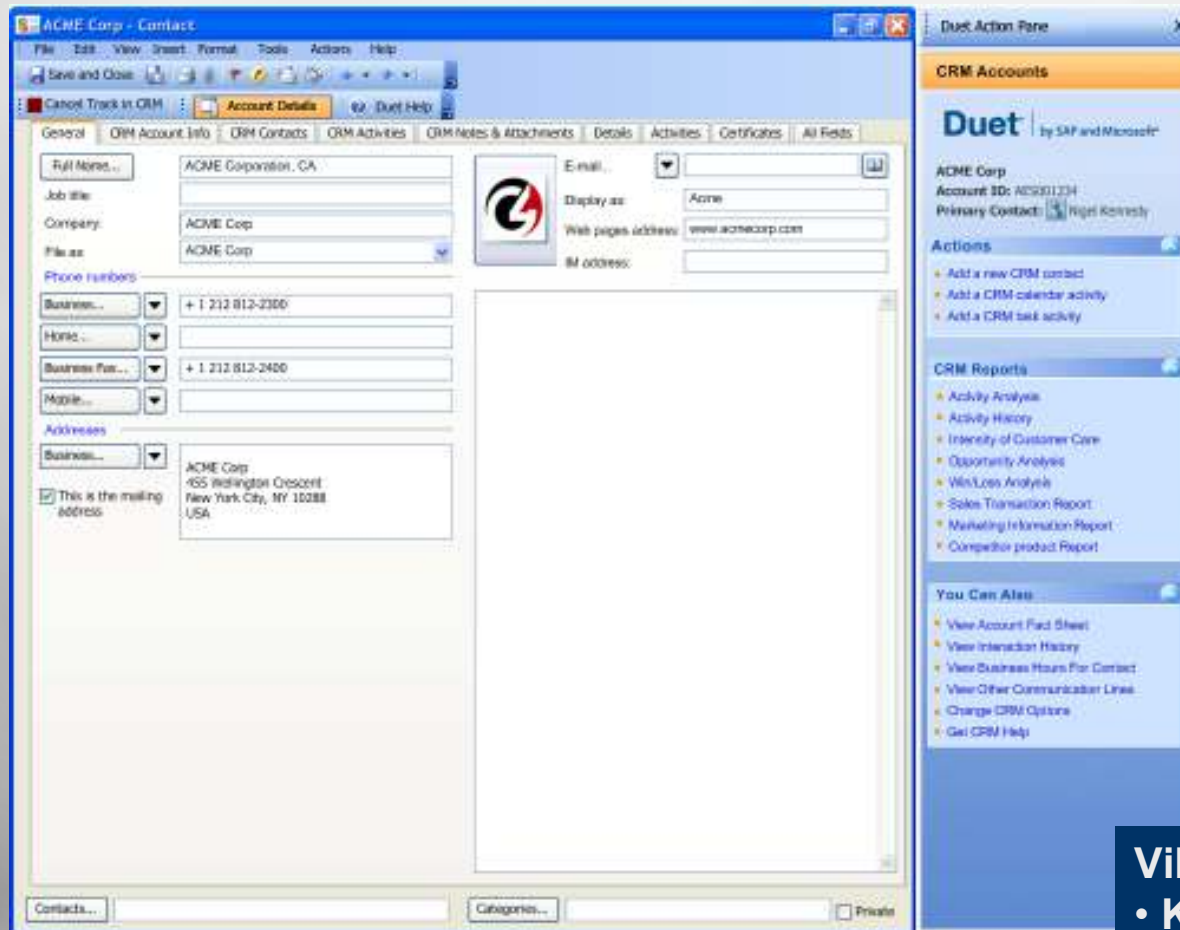
Leder

- Motta budsjett alarmer
- Motta regnskaps alarmer
- Monitor budsjetttrapporter
- Overføre budsjettposter
- Be om rettelser i regnskap

Viktigste fordeler:
Bedret beslutningstøtte
Bedret prosess samhörighet
Reduserte kostnader

Sales Activity Management

Arbeide med salgsaktiviteter og godkjenning av priser (*mySAP CRM*)



Selger

- Registrere salgsaktiviteter
- Slå opp kunde kontaktpersoner og aktiviteter
- Be om godkjenning ved bruk av arbeidsflyt

Salgsleder

- Godkjenning og avslag med bruk av arbeidsflyt
- Se på salgsanalyser og rapporter

Viktigste fordeler:

- Komprimert salgssyklus
- Reduser salgskost
- Rask og bedret beslutningsstøtte

Purchasing Management

Manage purchase requests effectively (*mySAP SRM*)

From: WORKFLOW SYSTEM
To: Brown, John
Subject: Shopping Cart Approval-Laptops

Approve Purchase

Dear Manager,

You have a shopping cart in SRM system requiring action from you:

Shopping Cart No.: 12345678
Shopping Cart Name: Laptops
Total Value: 500 USD
Created By: Christopher Purchaser1
Document Date: 12/15/2005

Item	Product ID	Description	Quantity/ Unit	Price/Limit	Currency	Item Delivery Date	Goods Recipient	Vendor Name
1	Inspiron XP2a	Item1	1 piece	100	USD	03/20/2006	Edward Lu	DELL
2	ThinkPad T41	Item2	2 piece	200	USD	03/20/2006	Frank Neumann	IBM

Additional Specifications

Notes for Approval: I need more laptops, please approve the request.

Basic Data
Requested By: Christoph Purchaser1
Posting Date: 12/15/2005
Status: Awaiting Approval
Shopping Cart Number: 12345678
Shopping Cart Name: Laptops

Account	Budget	Assigned
CostCenter 3000	10000 USD	200 USD
CostCenter 5000	10000 USD	300 USD

Actions
Line Items Approval

Workflow Details
Christoph Purchaser1
John Brown

Related Links
On-line Document Approval
YTD Employee Purchase Report
YTD Vendor Spend Analysis Report

See Also
Frequently Asked Questions...
Company Purchasing Policy...
How Manager Can Assign Substitute...

Buyer

- Place materials order
- View reports

Purchasing Mgr

- Approve/reject purchase requests
- Mobile device capability
- View purchasing analytics and reports

Key Benefits:

- Reduced procurement costs
- Faster request-to-order cycles
- Increased purchasing efficiency

■ Duet 1.0 Aligning Two IT universes

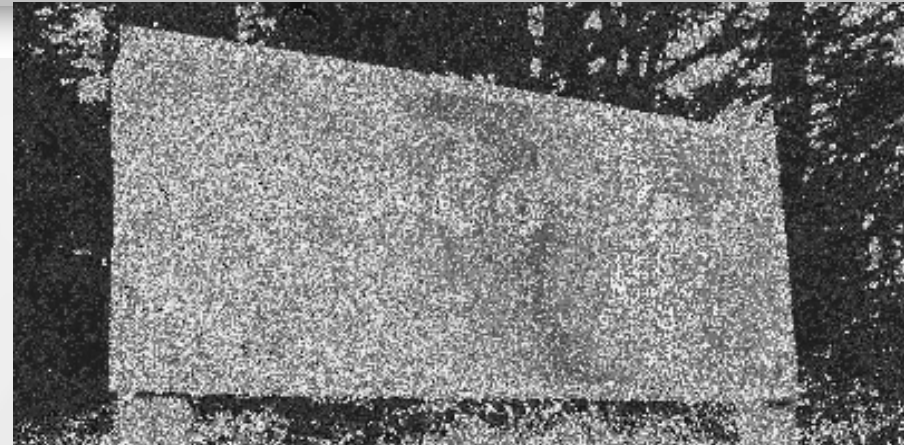
Bringing together business productivity og enterprise applications

Customer Benefits

- Leverage investments in SAP og Office across IT og LOB
- Enable increased compliance & improved decision making
- Empower Information Worker within familiar environment

Solution capabilities

- Monitor og manage budgets
- Registrere og track Tid/prosjekts
- Request og approve vacation/leave/PTO
- View og manage people information



SAP & MSFT Partnership

- On track og executing
- Leveraging mutual core competencies
- Joint selling, marketing, support

Availability

- 1st Early Version- Dec 2005
- 2nd Early Version - April 2006
- GA – June 2006
- Works with Office 2003 og ERP 2004

Duet forutsetninger og videre utvikling

Duet Roadmap 2006

Duet 1.0

“Employee & Managers ”

Product in Early Release

6/28/06

General Availability

- **Scenarios:**
 - Time Management
 - Leave Management
 - budsjett Monitoring
 - Org. Management
- **English, ERP 2004**

Value Pack 1

“Employee & Managers ”

Q3 2006

- **Scenarios**
 - Recruitment Management
 - Travel Management
 - Analytics & Reports
- **New platform capabilities**
 - Enhanced administration, supportability, scalability
- **Additional languages**
 - FR, DE, JP, ES, PT
- **ERP 2005 support**

Value Pack 2

“Lines of Business”

Q4 2006

- **Scenarios**
 - Sales Management
 - Purchasing Management
- **Enhanced platform capabilities**
 - Enhanced administration, supportability, scalability
 - Additional reporting and analytics
- **Office 2007 support**

Duet Value Pack 1

Target: Employee & Managers – more self-service value
Availability: Q3 2006

Capabilities

- **Streamline Recruitment**
- **Simplify Travel planning**
- **Motta actionable Analytics**
- **ERP 2005 support**
- **Additional Languages**
- **Enhanced platform features**

Benefits

- **Increase compliance**
- **Improve process visibility**
- **Optimize resource allocation**
- **Reduce costs**
- **Simplify recruitment & travel**
- **Align with IT strategy**

Value Pack 1 Pre-requisites

- **mySAP ERP 2004/ESS-MSS**
- **Office 2003 Professional**
- **Windows & Exchange Servers 2003**
- **E-recruiting 6.0 (for Recruitment Management)**
- **BW 3.5+ (For non-transactional Analytics)**
- **mySAP ERP 2005 (For Travel Management)**

Duet Value Pack 2

Target: Lines of Business – broaden value og adoption
Availability: Q4 2006

Capabilities

- **Manage Sales Contacts & Activities**
- **Simplify Purchasing Management**
- **Broaden Analytics & workflow**
- **Office 2007 support**
- **Enhanced platform features**

Benefits

- **Reduce cost of sales**
- **Rapid, informed decision making**
- **Reduce procurement costs**
- **Decrease request-to-order cycles**
- **Increase efficiency & compliance**

Value Pack 2 Pre-requisites

- Office 2003 Professional
- Windows & Exchange Servers 2003
- mySAP ERP 2004/ESS-MSS
- mySAP CRM 4.0 (For Sales Management)
- SRM 5.0 (For Purchasing Management)