Integrating Concur with Your SAP ERP System
Agenda

• Until Recently...
• The New Integration Add-On
• Alternative Options and Outlook
### “Financial Connector” for SAP

<table>
<thead>
<tr>
<th>Required Middleware</th>
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<tbody>
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<td>Dell Boomi</td>
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| Used IDOC technology on the SAP side       |

| No HR Integration                         |

<table>
<thead>
<tr>
<th>Mixed customer feedback</th>
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<tbody>
<tr>
<td>Basically did the job</td>
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<tr>
<td>Cumbersome</td>
</tr>
<tr>
<td>Sometimes unreliable – particularly on the EU data centre</td>
</tr>
<tr>
<td>Limited scope</td>
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</table>
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The new Concur – SAP ERP Integration

CONCUR

New WebService API

Payment Notification

HR Master

Cost Objects

SAP HCM

AddOn

SAP ERP FI/CO

AddOn

SAP ERP FI/CO

AddOn
The New Integration: Good to Know

- API based with one single RFC connection
  - Communication is always initiated by SAP on-premise

Quick Wizard-based set-up
  - Moderate activation fee includes some consultancy
  - Add on needs to be installed and set up in each system

HR data can map any infotype fields plus more

Payment via AP only (for now)

Cost objects set up as connected list in Concur – min 4 levels
  - Flexibility in mapping through BAdIs
Setting it up

1. Download package from SAP marketplace
   • Activation fee
   • Activate in Concur Web Services
   • Import SSL certificate in SAP (Trust Manager)
   • Wizard in transaction CTE_SETUP

2. Create connection between SAP and Concur

3. Configuration in Concur
   • Activating new integration per group
   • Cost object hierarchy and fields in forms
   • Remember: tax codes in SAP have only two characters

4. Configuration in SAP
   • Wizard driven
   • Transaction CTE_SETUP
   • Mapping, Cost object types, authorisations
   • Possibly BAdI programming
Defining Integration Scope

Transaction CTE_SETUP:
Integration Centre

You can set up and manage the integration from transaction CTE_SETUP
Setting up the Hierarchy

• Recommended by SAP: min 4 levels
  – System
  – Company Code
  – Cost Object Type
  – Cost Object ID

• Our recommendation: 5 levels
  – Add a code that allows you to restrict choice for each employee
  – This can be filled via BAdI
  – If you don’t need it initially: hide it with fixed value

• System and company code usually filled automatically based on employee org assignment
Posting

Processor in Concur submits report

Posting triggered from SAP ERP

Concur sends posting data

SAP tries to post it

If error: whole report rejected with status in Concur
Feedback loop

• Successful posting sends feedback to Concur

Sets status of report to “paid”

This can be confusing, because:

• it’s only posted to the vendor in SAP FI
• If you don’t have daily payment runs, employees will expect payment earlier than they’ll really get it
User Master data

- Filled from SAP HCM Master data
- Very flexible mapping

Infotype fields (incl. subtype)

Calculated fields
- E.g. line manager
- Coded in SAP standard methods
- Can currently be changed by modification only
- BAdI expected soon
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<tr>
<th>Form Type</th>
<th>Concur Field ID</th>
<th>Concur Field Name</th>
<th>SAP Table Name</th>
<th>SAP Infotype</th>
<th>SAP Subtype</th>
<th>SAP Field Name</th>
<th>SAP Implementation Code</th>
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Roadmap for Standard Integration

Early Adopter Programme
• Available now
• Restricted functionality

General Availability
• Q3/2016
• Some added features, but still same 4 integration points

Further Roadmap
• Enhancements based on customer feedback
• SuccessFactors HR Master integration
• Financial integration with S4Hana and SAP Business by Design
• SAP Payroll integration
Integration with SAP FI & Payroll: iProTrip

- Import Concur SAE into SAP FI-TV Database
- Then use SAP standard to use any of these options:
  - Post into FI
  - Pay using Travelmanagement DME
  - Integrate with SAP Payroll for payment, taxation and statutory reporting
- Bespoke organisation mapping: high flexibility in customer include
- Add-on to change cost assignments between import and postings
iProTrip: example

Simulation Run

Correction in Concur or directly in SAP

Ready to post
Other Options

- File based upload via job and sftp is relatively easy
- For HR data as well as cost centres etc
- Note: Concur not flexible at all regarding upload format

- Export SAE (Standard Accounting Export) file
- Custom upload program
- One option: payroll only and posting from there, if once a month is enough
- For payroll, data could be loaded into infotype 2010 as simplest option, but that is quite messy

Master data

Posting and Payroll
Questions?

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