

## Story

This Timesheet application enables contractors at ABC Corporation to quickly and easily enter their time from mobile and desktop devices. Up until now they have been filling in paper forms that they get signed by their manager and then scan and email to the accounts team.

Using this new application, a contractor will be able to enter their own time directly referencing the purchase order items that belong to them removing the need for someone in the accounts payable team to re-key their paper timesheet into the system. Their entries will be routed to their manager for approval and then automatically created in the system. This will save money and time and streamline the process. It will also reduce the amount of incorrect data in the system.

Traditionally in SAP this can be done using Service Entry Sheets (SES), but this relies on the SAPGUI (transaction code ML81N) which can be difficult for casual SAP users to navigate and includes a lot of functionality that is not required and just confuses users.

## **Persona**

**Name:** Jane

**“For me, I would to...”:**

I would like to be able to submit my time from wherever I am, I’m not always in the office at my own desk.

**Background:**

Jane is a 35 years old mum with young kids. She performs contract work as a project manager for ABC Corporation

**Job Title / Role:**

Project Manager at ABC Corporation

**Job Responsibilities (Main tasks and frequency):**

Jane manages projects at ABC Corp. Her main responsibilities are to ensure that projects are executing on time and on budget. She manages projects in different locations so she travels a lot between the office and other locations. She submits her time for the week once at the end of each week.

**Main Goals:**

Jane’s main goal in this context is to get paid, in order to do so she needs to be able to quickly and easily enter her time so she can get on with her real work.

**Needs:**

A quick and easy way to enter her time no matter where she is.

**Pain Points:**

The current system is paper based and requires her to print and sign the form, send to her manager for approval and then send to accounts to process.

**Stakeholders:**

Jane, Bob (Janes manager), Suzy (Accounts Payable Clerk)

**Competencies:**

Jane isn’t a technophobe but equally isn’t about to start writing code either. She is used to managing her online banking and posting pictures to her friends on Facebook.

## UX Journey

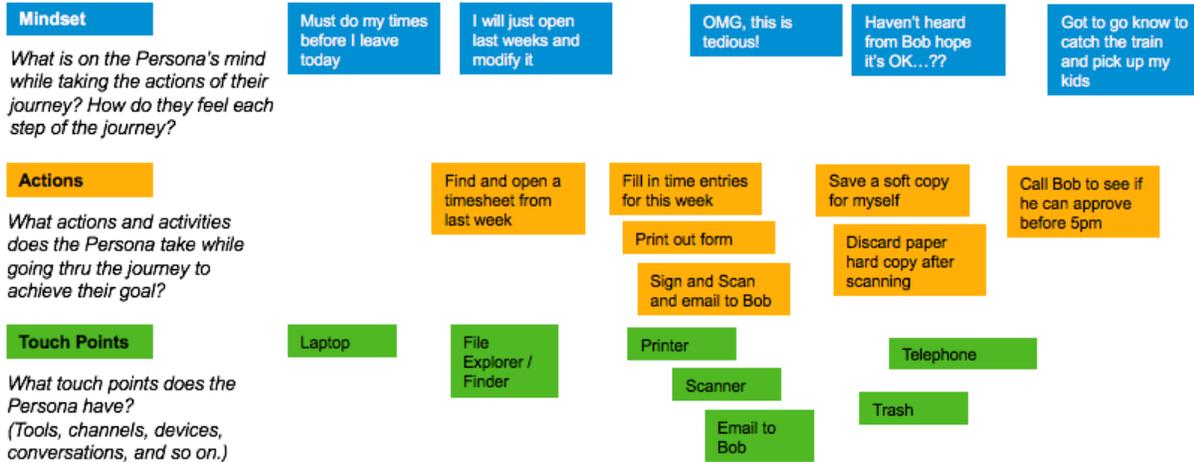
Jane needs to submit her final time for the week before 5pm each Friday. Friday afternoons are busy for Jane as she needs to pick up her kids from after school care and is sometimes in a rush to get out of the office and forgets to do enter her time before she leaves the office.

She needs to fill in the form, print it out, sign it then scan it and email it to her manager Bob. Bob will approve it and send to accounts.

If she fails to enter her time or Bob doesn't approve it before 5pm she won't get paid until the following week. If she submits her time late then her manager and the accounts team get annoyed. If only she could do it while she sits on the train on the way to pick up her kids!

### Current User Experience Journey

Duration of the Journey: 15 minutes



### Point of View

Jane, the project manager needs a way to enter her time quickly and easily from anywhere so that she can get paid on time.

## Mockup / Prototype

The screenshots below show the display and create views. Please click on the link below to view the prototype in BUILD

| My Timesheets  | Display Timesheet  |          |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
|--|--|----------|---------|----------|------------------------|-------------------|---------|-------------------------|-------------------|---------|---------------------------|-------------------|---------|--------------------------|-------------------|---------|------------------------|-------------------|---------|
| <input type="text" value="Search"/>                            | Timesheet 60000123 <span style="float: right;">40 Hours</span>   |          |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
| Timesheet 60000123   | For Jane Doe. Created on March 11, 2016 <span style="float: right;">Period: March 7 - 11, 2016</span>  |          |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
| March 7 - 11, 2016 <span style="float: right;">40 Hours</span> | Approver: Bob de Bulder <span style="float: right;">Approved</span>  |          |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
| Jane Doe <span style="float: right;">Approved</span>           | Comments: This is my time for last week Bob, please approve  |          |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
|  | <div style="display: flex; justify-content: space-around;"><span> 5</span><span> 0</span></div> <p>Entries Attachme...</p>   |          |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
|  | Time Entries   |          |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
|  | <table border="1"><thead><tr><th>Work Day</th><th>Project</th><th>Quantity</th></tr></thead><tbody><tr><td>Mar 07, 2016<br/>Monday</td><td>SAP Fiori Project</td><td>8 Hours</td></tr><tr><td>Mar 08, 2016<br/>Tuesday</td><td>SAP Fiori Project</td><td>8 Hours</td></tr><tr><td>Mar 09, 2016<br/>Wednesday</td><td>SAP Fiori Project</td><td>8 Hours</td></tr><tr><td>Mar 10, 2016<br/>Thursday</td><td>SAP Fiori Project</td><td>8 Hours</td></tr><tr><td>Mar 11, 2016<br/>Friday</td><td>SAP Fiori Project</td><td>8 Hours</td></tr></tbody></table> | Work Day | Project | Quantity | Mar 07, 2016<br>Monday | SAP Fiori Project | 8 Hours | Mar 08, 2016<br>Tuesday | SAP Fiori Project | 8 Hours | Mar 09, 2016<br>Wednesday | SAP Fiori Project | 8 Hours | Mar 10, 2016<br>Thursday | SAP Fiori Project | 8 Hours | Mar 11, 2016<br>Friday | SAP Fiori Project | 8 Hours |
| Work Day   | Project  | Quantity |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
| Mar 07, 2016<br>Monday   | SAP Fiori Project  | 8 Hours  |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
| Mar 08, 2016<br>Tuesday  | SAP Fiori Project  | 8 Hours  |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
| Mar 09, 2016<br>Wednesday                                      | SAP Fiori Project  | 8 Hours  |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
| Mar 10, 2016<br>Thursday                                       | SAP Fiori Project  | 8 Hours  |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
| Mar 11, 2016<br>Friday   | SAP Fiori Project  | 8 Hours  |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |
| <a href="#">Create New</a>                                     | <a href="#">Print</a>  |          |         |          |                        |                   |         |                         |                   |         |                           |                   |         |                          |                   |         |                        |                   |         |

My Timesheets

Timesheet 60000123

March 7 - 11, 2016 40 Hours

Jane Doe Approved

Create Timesheet

Comments:

5

0

Entries
Attachme...

Time Entries

| Work Day   | Project  | Quantity                                  | Unit  |
|--|--|---|-------|
| <input style="width: 100%;" type="text" value="Mar 14, 2016"/> | <input style="width: 100%;" type="text" value="Pick a Project..."/> <span style="font-size: small;">v</span> | <input style="width: 40px;" type="text"/> | Hours |
| <input style="width: 100%;" type="text" value="Mar 15, 2016"/> | <input style="width: 100%;" type="text" value="Pick a Project..."/> <span style="font-size: small;">v</span> | <input style="width: 40px;" type="text"/> | Hours |
| <input style="width: 100%;" type="text" value="Mar 16, 2016"/> | <input style="width: 100%;" type="text" value="Pick a Project..."/> <span style="font-size: small;">v</span> | <input style="width: 40px;" type="text"/> | Hours |
| <input style="width: 100%;" type="text" value="Mar 17, 2016"/> | <input style="width: 100%;" type="text" value="Pick a Project..."/> <span style="font-size: small;">v</span> | <input style="width: 40px;" type="text"/> | Hours |
| <input style="width: 100%;" type="text" value="Mar 18, 2016"/> | <input style="width: 100%;" type="text" value="Pick a Project..."/> <span style="font-size: small;">v</span> | <input style="width: 40px;" type="text"/> | Hours |

Create New
Save
Cancel

[https://standard.experiencesplash.com:443/api/projects/65940061c0fb04890ba50918/prototype/snapshot/latest/index.html#/1457665555791\\_S0](https://standard.experiencesplash.com:443/api/projects/65940061c0fb04890ba50918/prototype/snapshot/latest/index.html#/1457665555791_S0)

## SAP WebIDE App Prototype

Please click on the link below to see my video of my SAP WebIDE prototype

<https://youtu.be/3qqDZd3uVQg>