

1 Story

Nothing has changed – since last year. I’m still an in-house SAP consultant with a lot of project work. Besides of the projects, there are

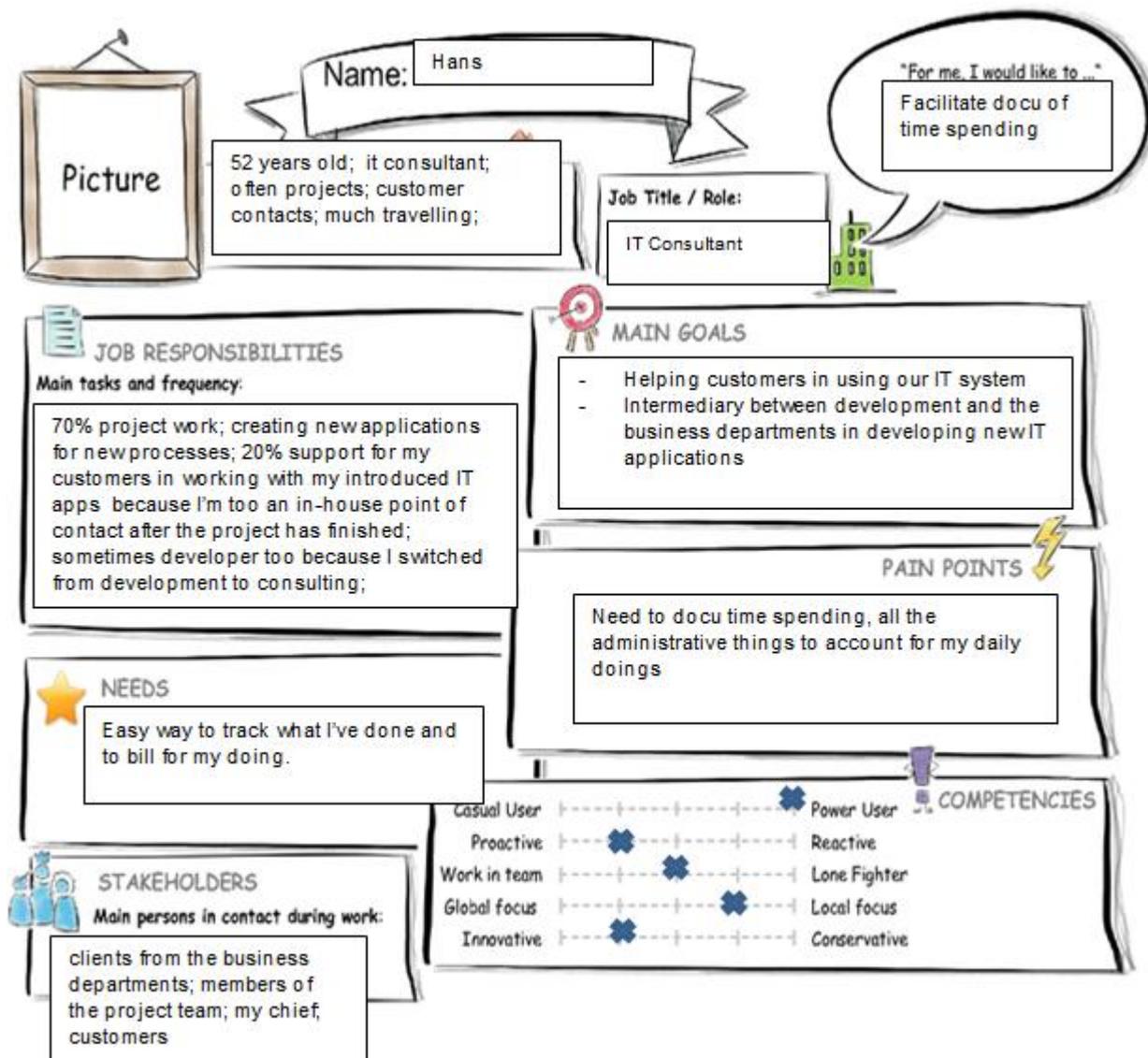
- a kind of 2lvl support for colleagues who phone if they have problems with their SAP applications and need immediately a solution,
- smaller requests to change existing applications,
- the creation of presentations for meetings,
- ordinary office staff, travel time, coffee pauses and so on.

Unfortunately all has to be documented (of course not the coffee pauses - at least not now) because my company wants to know how I spend my precious time.

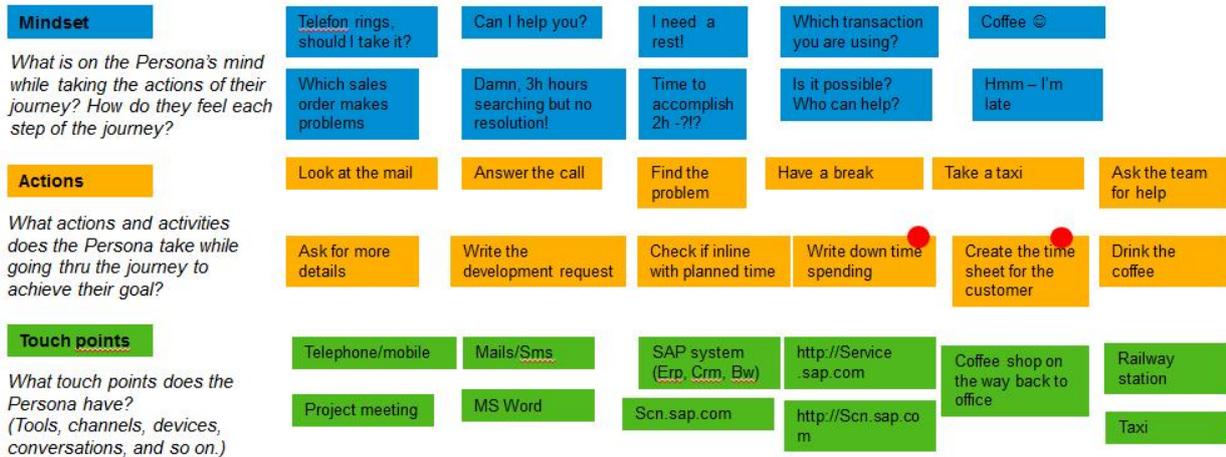
In the evening I often ask myself what I have done the whole day and then I have to deliver something, no matter what.

One other point is, that it would be nice to find out, where has the time gone.

2 Persona



3 User Experience Journey - Duration of the Journey: one day



There are a lot of different activities during a day and often something intervenes. Despite of that, the time sheet for the day should reflect the daily doing.

4 Point of view

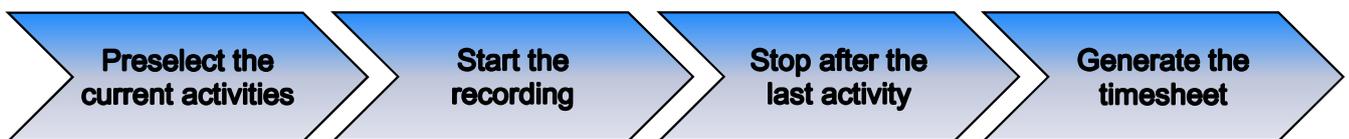
Hans, the SAP consultant, needs a way to track the daily time spending, so that he can accurately prove how much time a certain task needs and that he can find out time killers.

5 Mock Up

The idea for the app: "TimeRecorder"

Use a running clock to record the time spending for an activity. The app allows capturing the start of an activity. One activity ends when the next one starts. It is not necessary to record the end of an activity as long as another one starts.

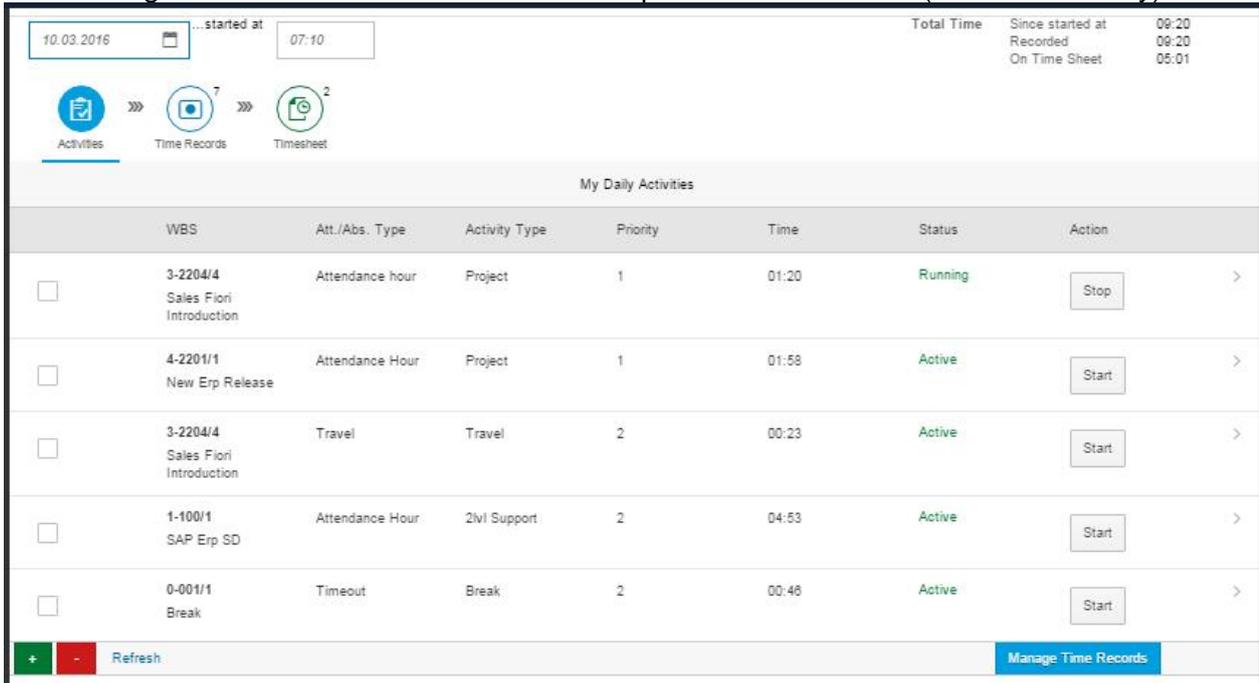
At the end of the day it is possible to check all the time slices recorded during the day. You can correct manually all the data but that should mostly not be necessary. Out of all the recordings it is possible to generate the time sheet data for the day.



Steps supported

The persona has a lot of different tasks to do during the day. To stay on top of the things, at least for the issue time spend for what, the app should have only a small distraction factor during the daily doing: call the app if not already open, start the activity by pressing a certain button almost always on the first screen.

The starting screen/1st tab - the current activities preselected/favorites (see BUILD study)



Some features:

- Individual preselection of the current activities for the user
- With the actions “+ (new)” and “- (delete)” the user can add a new activity or delete an existing one from his pool.
- The “> Details” opens the detail screen for an activity with all the data in a form format and the possibility to change everything.
- The data:
 - What: WBS and WBS description, Attend./Absence type, Activity type
 - Sort: To prioritize an activity over another (relevant for sorting).
 - Status: Active, Sleeping, Running (relevant for filtering)
 - Time: Today totals for the activity – calculated from the individual time records
- Actions “Start/Stop”
 - “Start” creates a time record for the selected activity/row. All the already created records are listed on the next screen. E.g. the selection of the 2nd row “New Erp Release” in the screen above and action “Start” at 07:10 in the morning have created the 1st row in the following screen with the data “WBS, Att./Abs.Type, Activity Type and Start”. The other fields (description and time) are calculated.

Time Records for the Day

	WBS	Att./Abs. Type	Activity Type	Start	End	Duration	Status
<input type="checkbox"/>	4-2201/1 New Erp Release	Attendance hour	Project	07:10	07:55	00:45	Timesheet >
<input type="checkbox"/>	1-100/1 SAP Erp SD	Attendance Hour	2lvl Support	07:56	10:59	03:04	Timesheet >

- “Stop” adds the end data for a running activity (only possible for running activities).
- Action “Refresh”
 - Recalculates the total time already recorded for the activity (Column “Time”).
- The “running” activity is always listed as the first row.
- Action “Manage Time Records” calls the next screen with all the individual time records already created and the possibility to correct everything.

The 2nd tab - lists all the created time records for the day (see BUILD study)

		Total Time	Since started at Recorded	09:20			
			On Time Sheet	05:01			
Time Records for the Day							
WBS	Att./Abs. Type	Activity Type	Start	End	Duration	Status	
<input type="checkbox"/>	4-2201/1 New Erp Release	Attendance hour	Project	07:10	07:55	00:45	Timesheet
<input type="checkbox"/>	1-100/1 SAP Erp SD	Attendance Hour	2lvl Support	07:56	10:59	03:04	Timesheet
<input type="checkbox"/>	0-001/1 Break	Timeout	Break	11:00	11:45	00:45	
<input type="checkbox"/>	4-2201/1 New Erp Release	Attendance hour	Project	11:45	12:58	01:13	Timesheet
<input type="checkbox"/>	1-100/1 SAP Erp SD	Attendance Hour	2lvl Support			01:49	Compressed
<input type="checkbox"/>	3-2204/4 Sales Fiori Introduction	Travel	Travel	14:48	15:10	00:23	
<input type="checkbox"/>	3-2204/4 Sales Fiori Introduction	Attendance hour	Project	15:11	16:30	01:20	

Some features:

- Lists all the time records created for a certain day until now.
- With the actions “+ (new)” and “- (delete)” the user can add manually a new activity or delete an existing one.
- The “> Details” opens the detail screen for a time record with all the data in a form format and the possibility to change everything. There is too the possibility to add a comment.
- The value “duration” is calculated from the app.
- Action “Compress”/ “Uncompress”
For the timesheet all the detail start/end times are not relevant. With the action for all the selected rows the program sums up the individual times so that only one row per activity remains.
The compressed records are not written into the database, they are only used temporary for creating the timesheet records. The compression could be revoked with action “Uncompress”. Compressed records get the status “compressed”.
- Action “Create Timesheet”
For all the marked records (even if compressed) a time sheet record will be created. Transferred records get the status “Timesheet”. Only not transferred records are taken.

By using only the start time it is easier to correct a record if the user forgets to press the start button if an activity changes. For a delay of 10 minutes e.g. it is only necessary to shift the start time a little bit in the past.

On the 3rd screen you can check the already created timesheet data for the selected day.

Remarks:

- A little chart would be nice to check how much the user has spent on a certain activity (selectable: daily, weekly, monthly)



- All the time records are a good database to create the weekly or monthly summary for the customers. For that, surely there are additional data necessary, e.g. if a time recorded is billable. Because the recorded time slices are only loosely coupled to the time sheet, enhancing the data should be no problem.
- Micro charts for the totals in the header would ease the spreadsheet character.
- Integration of actual data from a time stamp clock if available to compare the already documented data with the actual data.
- Would be nice on such gadget like watches.

Some further aspects of the app:

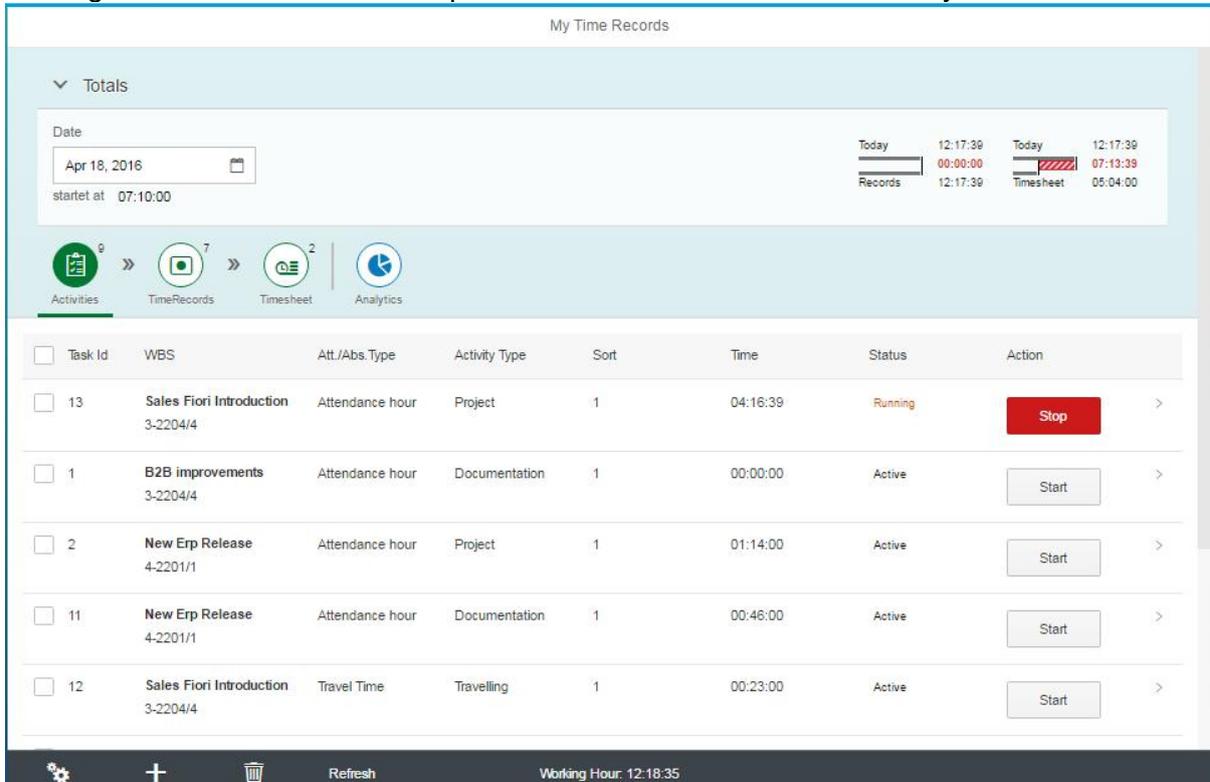
- Not much to do in the main screen, some presets (day, first start time, preselected activities).
- A lot is created in the background, but room enough to manipulate created data.
- Loosely coupled to existing processes.
You can use the recording, but you do not have to do it. E.g. you can use the recording only for the project work.
- Without the analytic part only a lightweight app. One table for the preselected activity for the user and one for the daily time slices already recorded. The data for the 3rd page "Timesheet" are already available in the Erp system.
- Beside of the domain values for the 2 status fields, no further master data necessary.

A working Build/Splash study is also available.

6 The App Prototype

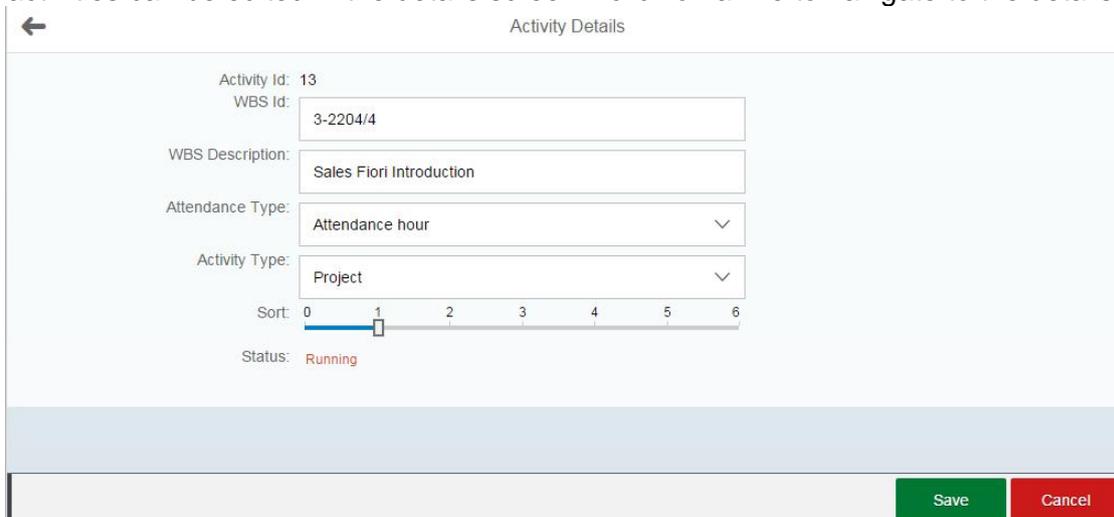
Navigate between the 4 main screens via the tab navigation in the header area. The tab's represent also the process flow explained in chapter 5.

The starting screen/ 1st tab - list of the preselected /favorite activities currently relevant



- **Start/Stop the activity via the action button, the running activity is always on the top**
- Running clock for the actual working hours at the bottom based on the time records.
- The header area can be collapsed to gain more space
- Filter / sort possibilities via the configuration button at the bottom
- Sums in the header about the difference between the working hour and the recorded / timesheet times

The activities can be edited in the details screen – click on a line to navigate to the details.



The second screen /tab – lists the already started activities

My Time Records

> Totals

 9
Activities

 7
TimeRecords

 2
Timesheet


Analytics

<input type="checkbox"/>	Record Id	WBS	Att./Abs. Type	Activity Type	Time from	Time to	Duration	Status	
<input type="checkbox"/>	1	New Erp Release 4-2201/1	Attendance hour	Documentation	07:10:00		00:46:00	Timesheet	>
<input type="checkbox"/>	2	SAP ERP SD 1-100/1	Attendance hour	2lvl Support	07:56:00		03:04:00	Timesheet	>
<input type="checkbox"/>	3	Break 0-001/1	Timeout	Break	11:00:00		00:45:00		>
<input type="checkbox"/>	4	New Erp Release 4-2201/1	Attendance hour	Project	11:45:00		01:14:00	Timesheet	>
<input type="checkbox"/>	5	SAP ERP SD 1-100/1	Attendance hour	2lvl Support	12:59:00		01:49:00		>
<input type="checkbox"/>	6	Sales Fiori Introduction 3-2204/4	Travel Time	Travelling	14:48:00		00:23:00		>
<input type="checkbox"/>	7	Sales Fiori Introduction 3-2204/4	Attendance hour	Project	15:11:00		04:19:03		>

+  Refresh

Working Hour: 12:21:29

Create Timesheet
Create Compressed

- **“Create Timesheet” / “Create Compressed” – to generate the timesheet records out of all the selected (-> via the checkbox) recorded times.**

Compressed means a sum up of the recorded working hours on wbs, activity and attendancy type level. Avoids too many small time pieces.

- The status indicates if a timesheet record is already created from the recorded time.
- One activity ends when the next one starts, no additional end time on every time record. Only the last one needs to be closed. The system calculates the differences / duration.

All the records can be maintained via the time record details screen – click on a line to navigate to the details.

Time Record Details

←

Record Id: 1

WBS Id:

WBS Description:

Attendance Type:

Activity Type:

Date:

Time from:

Time to:

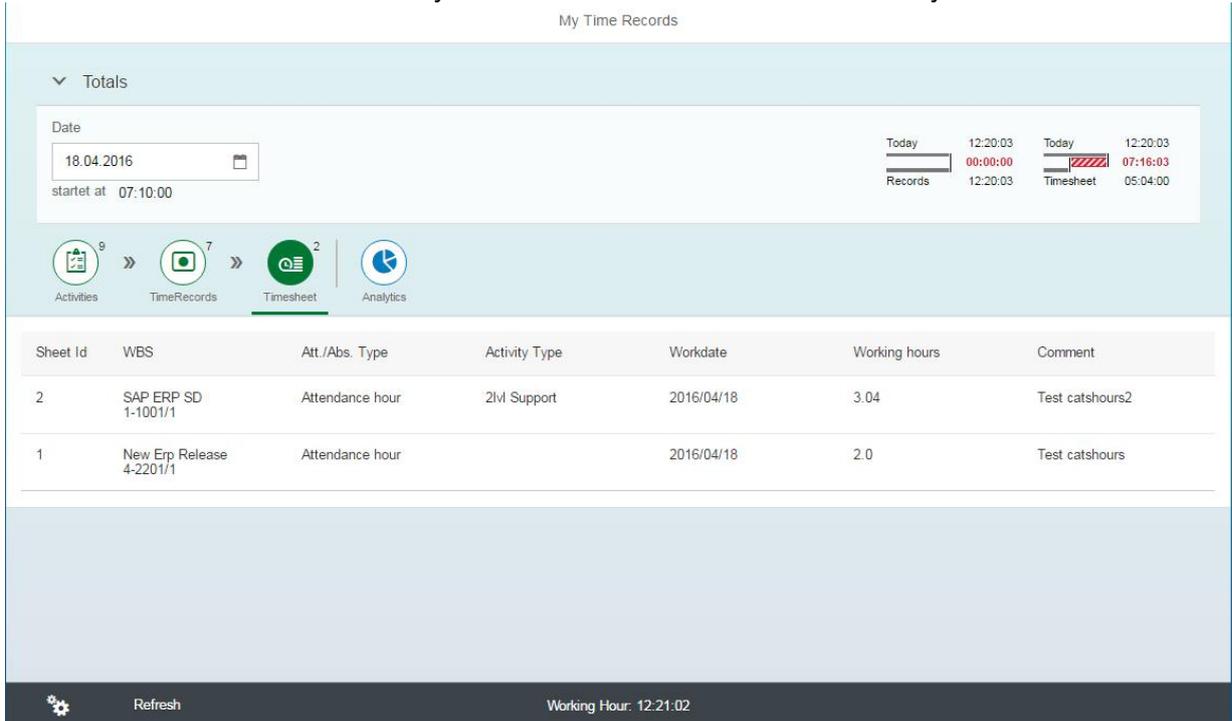
Comment:

Status: Timesheet

Save
Cancel

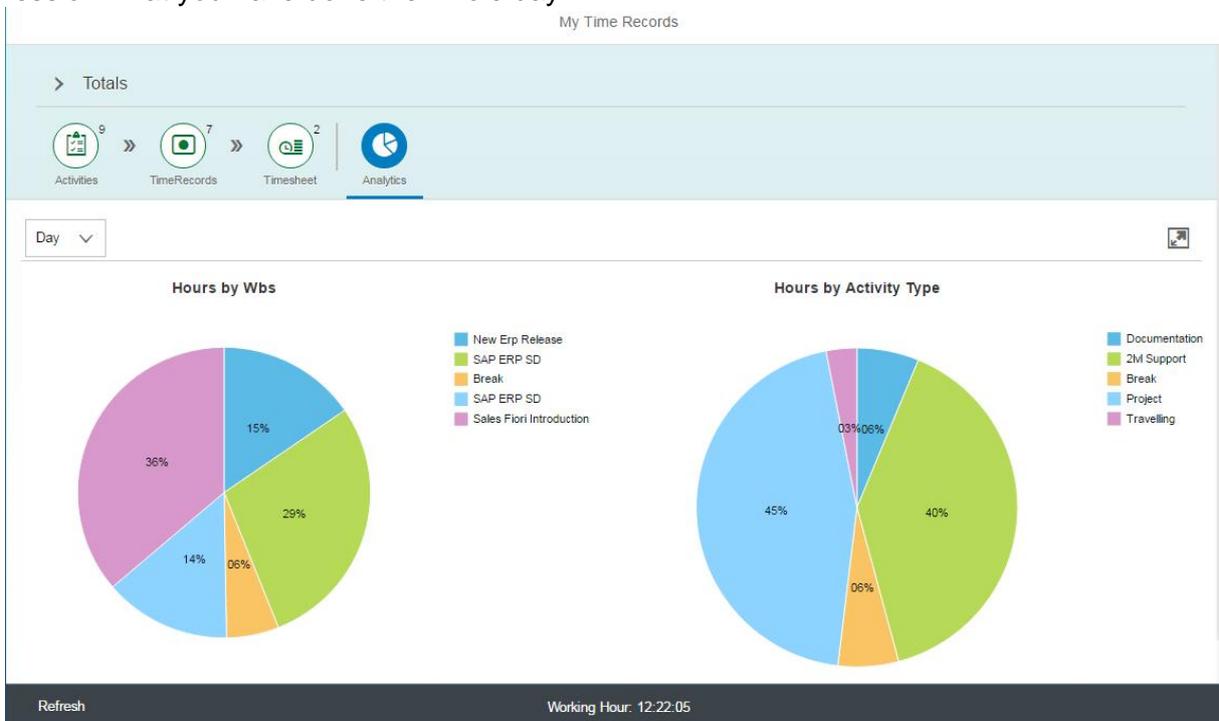
- A comment can be added to the time record.

The 3rd screen /tab shows the already created timesheet records for the day.



- At the moment no further possibility to change the timesheet data from that screen, but that could be an option.
- Working hours in decimal time

The last screen /4th tab shows 2 pie charts for the recorded data (2nd screen) to get a quick impression what you have done the whole day.



- Via the listbox on the left side you can choose between the day, week and month data.
- At the moment only pie charts realized.

7 Just other nice to have features for our stubborn Persona

In our team we make support for quite a lot of SAP applications like Erp SD/MM/CS, CRM, SolMan, BW. A fiori launchpad looks nice but if you make support for all the possible apps from that components, I can't image when I call my fiori launchpad how the entry screen looks like.

Direct app call in the search field of the launchpad

I really liked the concept of the transaction codes in an ERP-System and use it a lot. Why not use it in the app world too?

Our persona, the in-house consultant with support tasks, e.g. gets a lot of inquiries for a special order, often by phone. Almost always he tries to reproduce the problem in his system by calling the same transaction/app and the same screen. Surely there is the concept of the url, when send by the end user, makes it possible to jump to the place where the user is at the moment. But at your example apps it is not always working. And on the phone the end user tells just the number, sending the url means an additional step.

In the app world, the following steps are necessary to call a special order:

- Find the app in the Launchpad (and/or find the right Launchpad)
 - by searching for the app by entering part of the app title
 - by using favorites, groups, recently called ...
- Click on the app tile
- Enter the order number in the search field
- Click on one of the entries in the result list

Only necessary in the searchfield of the launchpad is:

- .sdo 36114715

What does it means:

- Call the app which belongs to the app code SDO (SD=SD-component, O=order), or any other code suitable.
- Pass the number to find the relevant order and already open it if found.

Technically it should be no problem:

- The leading dot entered in the search field tells the system that an app call follows (the dot because it is easy to reach on every keyboard even on mobiles).
- With the app-Id you already have a technically name for the app.
- The passing of parameters should not be a problem for html apps.
- So you only need the link to a app code and
- certainly the handling of the parameters in the app.