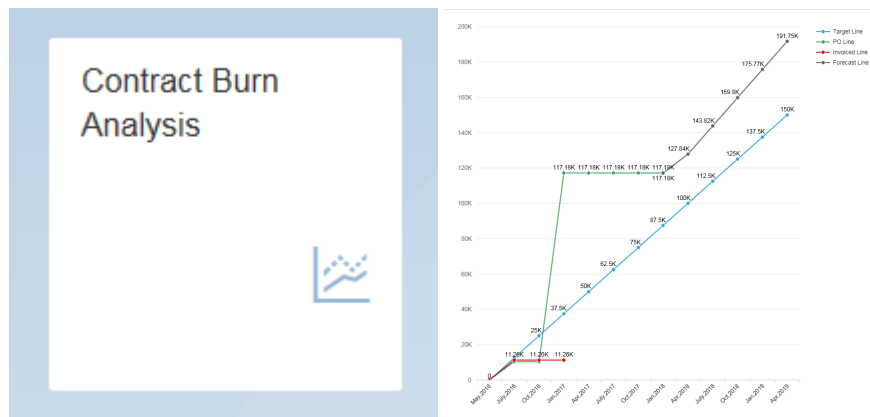


SAP FIORI LAUNCHPAD

Contract Burn Analysis



Financial Management Systems Division

Version 2.0.0

February 2018

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1.Contract Burn Analysis



1.1 About

The Contract Burn Analysis tile contains three applications, 'Authority vs. Expenditures – Search by purchasing group', 'Total Contracts by Purchasing Group' and 'Authority vs. Expenditures – Searchable by Contract'.

Authority vs Expenditures

Search contracts by purchasing group

View and analyze consumption by purchase orders, goods receipts, and invoiced amounts

Total Contracts by Purchase Group(s)

View the total count and value of all open contracts for the selected purchase group(s)

Authority vs Expenditures

Searchable by Contract

View and analyze consumption by purchase orders, goods receipts, and invoiced amounts searchable by contract

2. Authority vs. Expenditures – Searchable by purchasing group

Click the Contract Burn Analysis tile to access the Authority vs Expenditures – Searchable by purchasing group.

Authority vs Expenditures

Search contracts by purchasing group

View and analyze consumption by purchase orders, goods receipts, and invoiced amounts

2.1 About

This report provides high-level visibility for a contract. Three pie charts demonstrate contract usage and summarize the remaining contract authority compared to Purchase Order amount to date, Goods Receipt amount to date, and Invoiced amount to date. In addition, a line graph shows cumulative expenditures over the duration of the contract and projects the remaining contract consumption allowance

Click on the Authority vs Expenditures – Searchable by purchasing group.

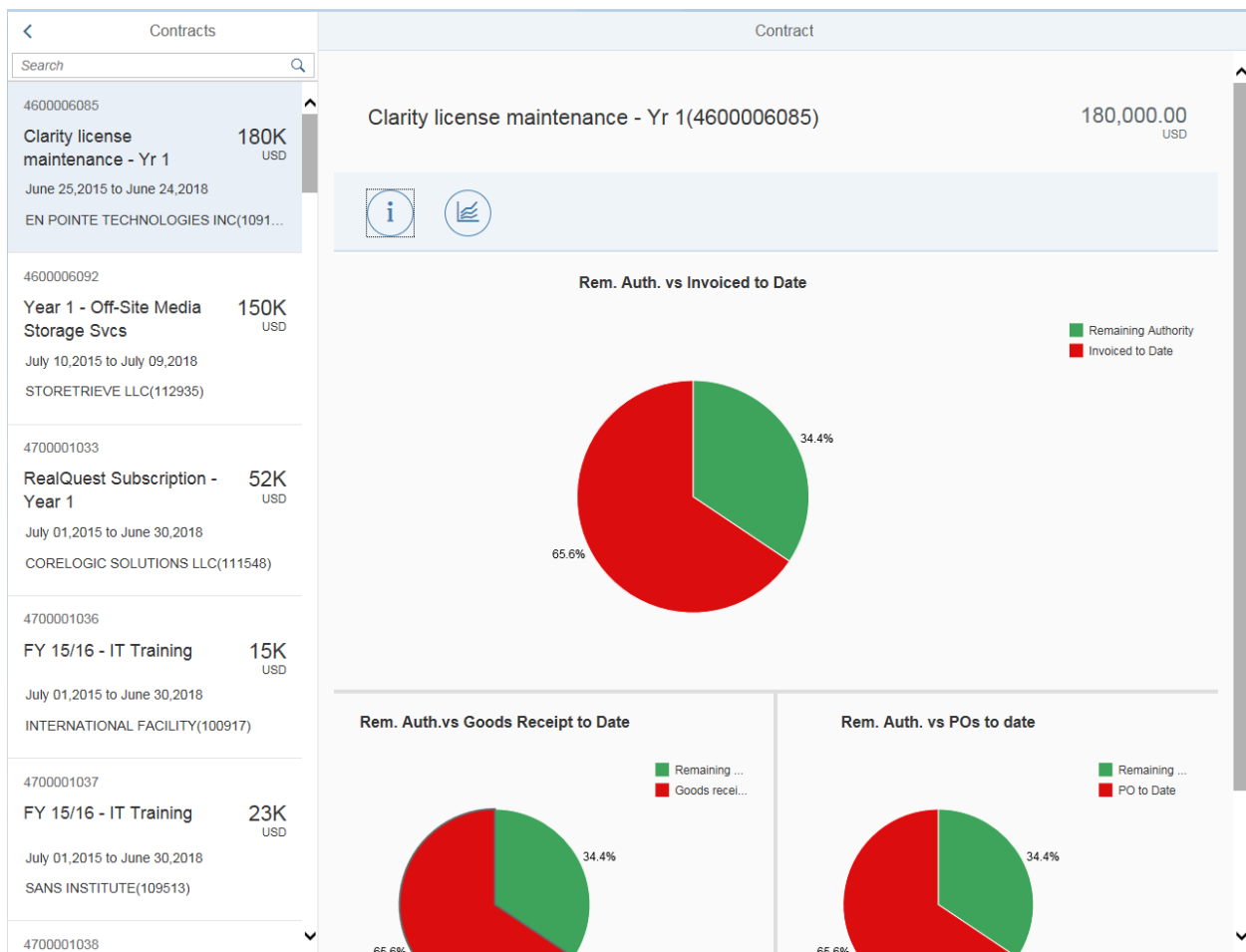
The Authority vs Expenditures initial screen is where a Purchasing Group is chosen.

Purchasing Group	
Search	
A05 Government Affairs	>
A06 Media/Public Reltn	>
A07 Comm. Relatns LAX	>
A08 Air Serv Marketing	>
A09 Business&Job Resrc	>
A10 Airports Developmt	>
A11 Finance & Budget	>
A12 Information Tech.	>
A13 Admin. DED Office	>
A14 Internal Audit	>

2.2 Screen Layout

After choosing a Purchasing Group, the Authority vs Expenditures screen is broken up into three main areas.

- Left Panel – Displays all open contracts (non AFE) for the Purchasing Group selected, is searchable by contract number, contract name, vendor, and date.
- Header – Shows Contract name and number, amount and two informational icons
- Details – Show the usage of the Contract Authority to date, vs Invoices, vs Good Receipts, and vs POs.



2.2.1 Left Panel (Open Contracts (non AFE))

Contracts	
<input type="text"/>	
4600006085	
Clarity license maintenance - Yr 1	180K USD
June 25,2015 to June 24,2018	
EN POINTE TECHNOLOGIES INC(1091...	
4600006092	
Year 1 - Off-Site Media Storage Svcs	150K USD
July 10,2015 to July 09,2018	
STORETRIEVE LLC(112935)	
4700001033	
RealQuest Subscription - Year 1	52K USD
July 01,2015 to June 30,2018	
CORELOGIC SOLUTIONS LLC(111548)	
4700001036	
FY 15/16 - IT Training	15K USD
July 01,2015 to June 30,2018	
INTERNATIONAL FACILITY(100917)	
4700001037	
FY 15/16 - IT Training	23K USD
July 01,2015 to June 30,2018	
SANS INSTITUTE(109513)	
4700001038	

Search open contracts by number, name, date, or vendor.

Contract information

Contract Number



Contract Name

Amount

Contract Validity Dates

Vendor

2.2.2 Header

Contract	
Company Information	
Clarity license maintenance - Yr 1(4600006085)	180,000.00 USD
<div></div>	



← **Information about the Contract**

Valid From: June 25,2015
Valid To: June 24,2018
Account Assignment: 0001170016(Enterprise Applic.)
GL Account: Systems Services(520200)
Vendor: EN POINTE TECHNOLOGIES INC(109137)
PR Number: 10039415
Purchasing Group: Information Tech.(A12)



← **Contract Burn Rate Chart (Line Graph). Shows Target line, PO Line, Forecast Line, and Invoiced Line over the life of the project**

Contract Burn Chart

Each point on the graph indicates the cumulative amount up to the end of that month

Check a box to show/hide line in chart below

☒ Target Line ☒ PO Line ☒ Forecast Line ☒ Invoiced Line

2.2.3 Details

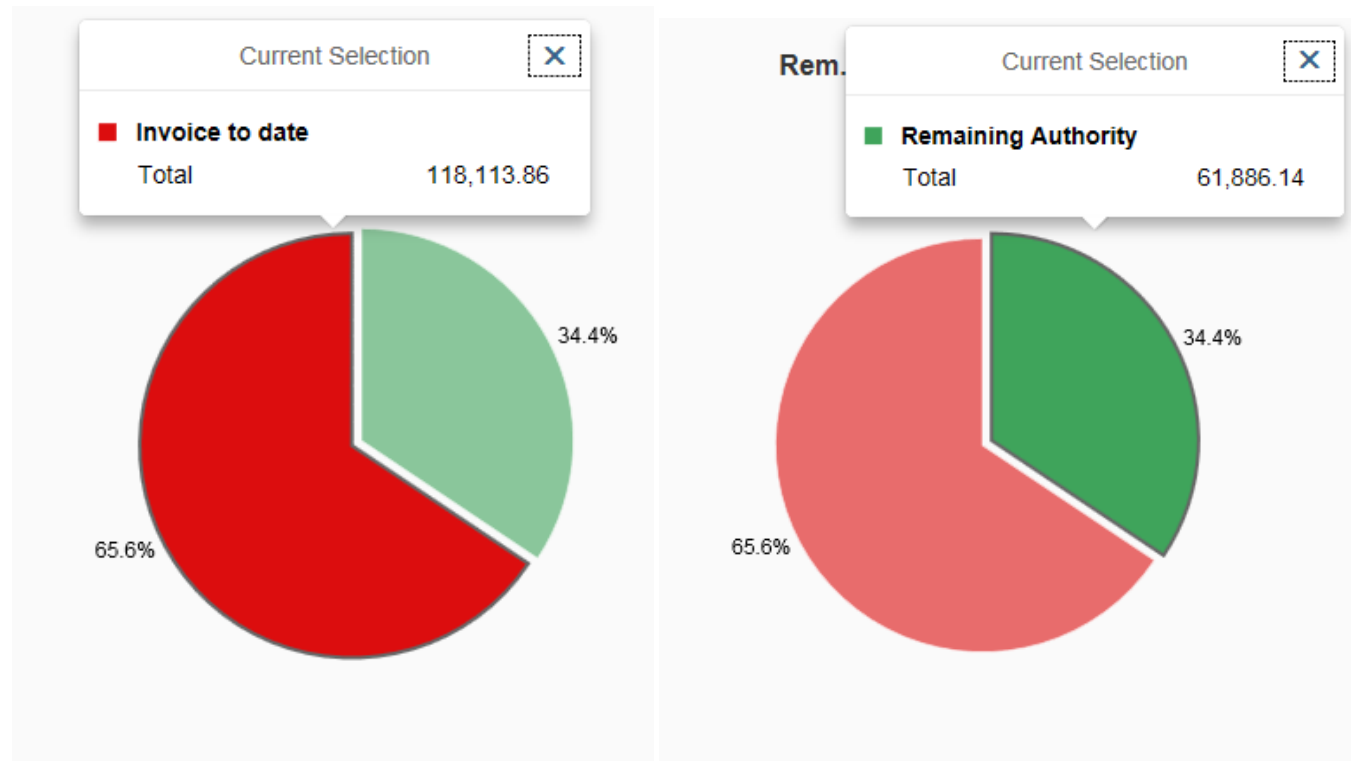
The details section shows three pie charts.

- Remaining Authority vs Invoiced to Date
- Remaining Authority vs Goods Receipt to Date
- Remaining Authority vs POs to Date





Each piece of the pie is clickable for additional information regarding that slice.

- 65.6% represents \$118,113.86 in invoices to date.
- 34.4% represents \$61,886.14 left in remaining authority.



2.2.4 Contract Burn Chart



Contract Burn Chart
Each point on the graph indicates the cumulative amount up to the end of that month
Check a box to show/hide line in chart below

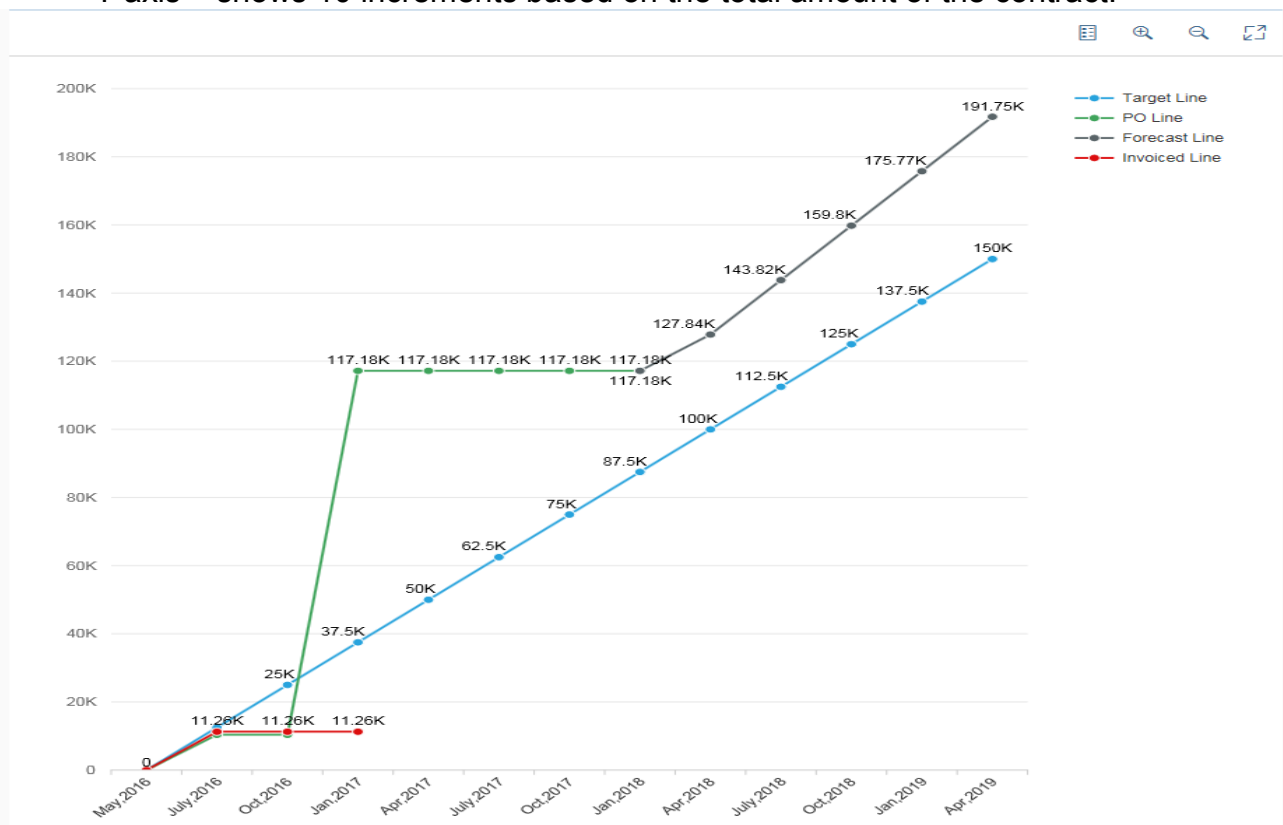
☒ Target Line ☒ PO Line ☒ Forecast Line ☒ Invoiced Line

*****NOTE: Each point on the graph indicates the cumulative amount up to the end of the month**

Click on the Contract Burn Chart icon  located in the header section.

The Contract Burn Chart is displayed.

- X axis – months are determined based on the length of the contract to create 12 or more data points over the life of the contract.
- Y axis – shows 10 increments based on the total amount of the contract.



- Target Line
- PO Line
- Forecast Line
- Invoiced Line

- **Target Line**- Linear Expenditure Rate: Contract Authority divided by Time
- **PO line**— Contract Authority that is encumbered by open Purchase Orders.
- **Forecast Line** – Current Contract “Burn Rate”, forecast line based on rate of current expenditures extended/extrapolated out to the end of the contract term.
- **Invoiced Line** – This line shows the total number of invoices to date.

Something cool! - the row of icons at the top of the graph allow for some screen changes.



This icon, when clicked, will hide or show the legend.



These icons, when clicked, will zoom in or zoom out



This icon, when clicked, opens the chart in a full screen mode.
To return back to the app simply click this icon again to exit the full screen mode.

Something cooler! In the header detail of the contract burn chart you will see the info below.

Check a box to show/hide line in chart below

☒ Target Line

☒ PO Line

☒ Forecast Line

☒ Invoiced Line

↓

↓

↓

↓

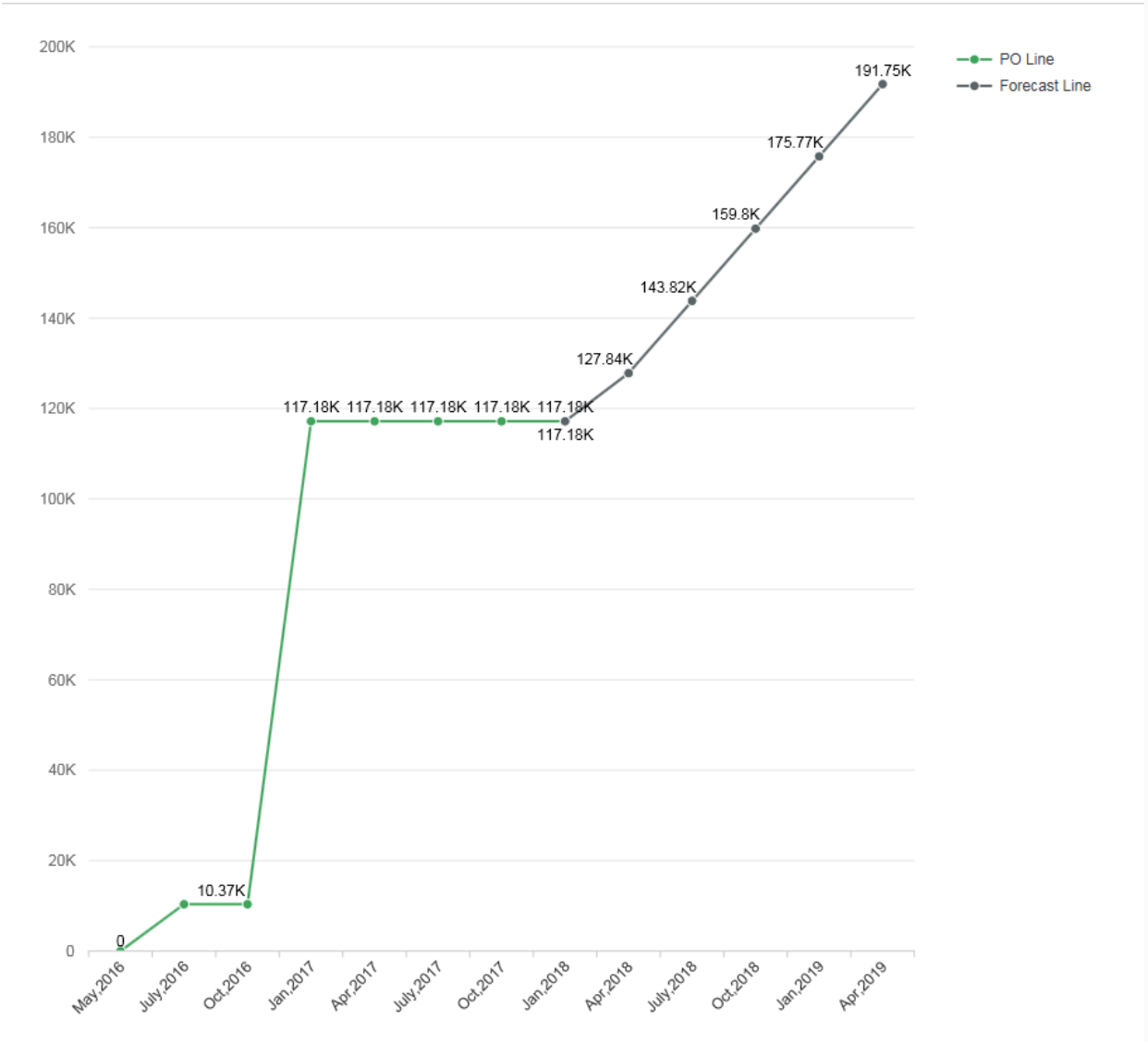
Is your chart a little cluttered? Use these checkboxes to show/hide lines.

☐ Target Line

☒ PO Line

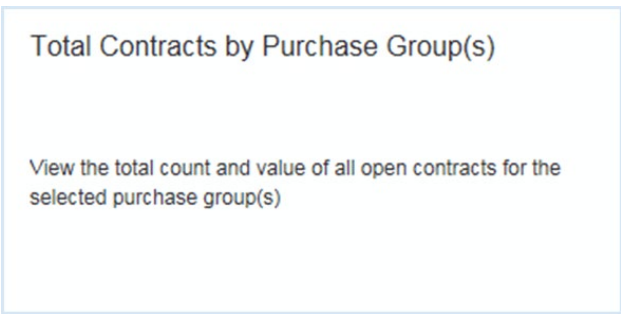
☒ Forecast Line

☐ Invoiced Line



At the top left of your screen click  icon twice to return to your tiles.

3. Total Contracts by Purchasing Group(s)



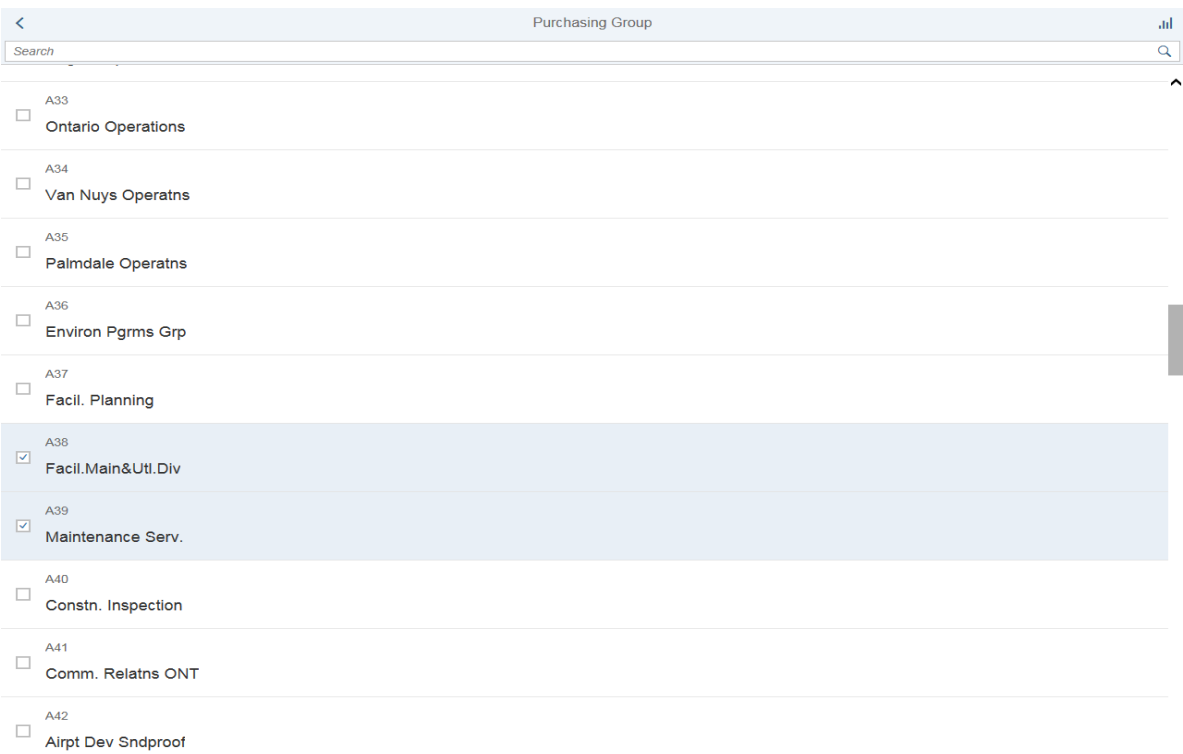
3.1 About


Total Contracts by Purchasing Group(s) provides total amounts and counts of open contracts for several Purchasing Groups in a bar graph format. Each Purchasing Group selected will have its own bar and color.

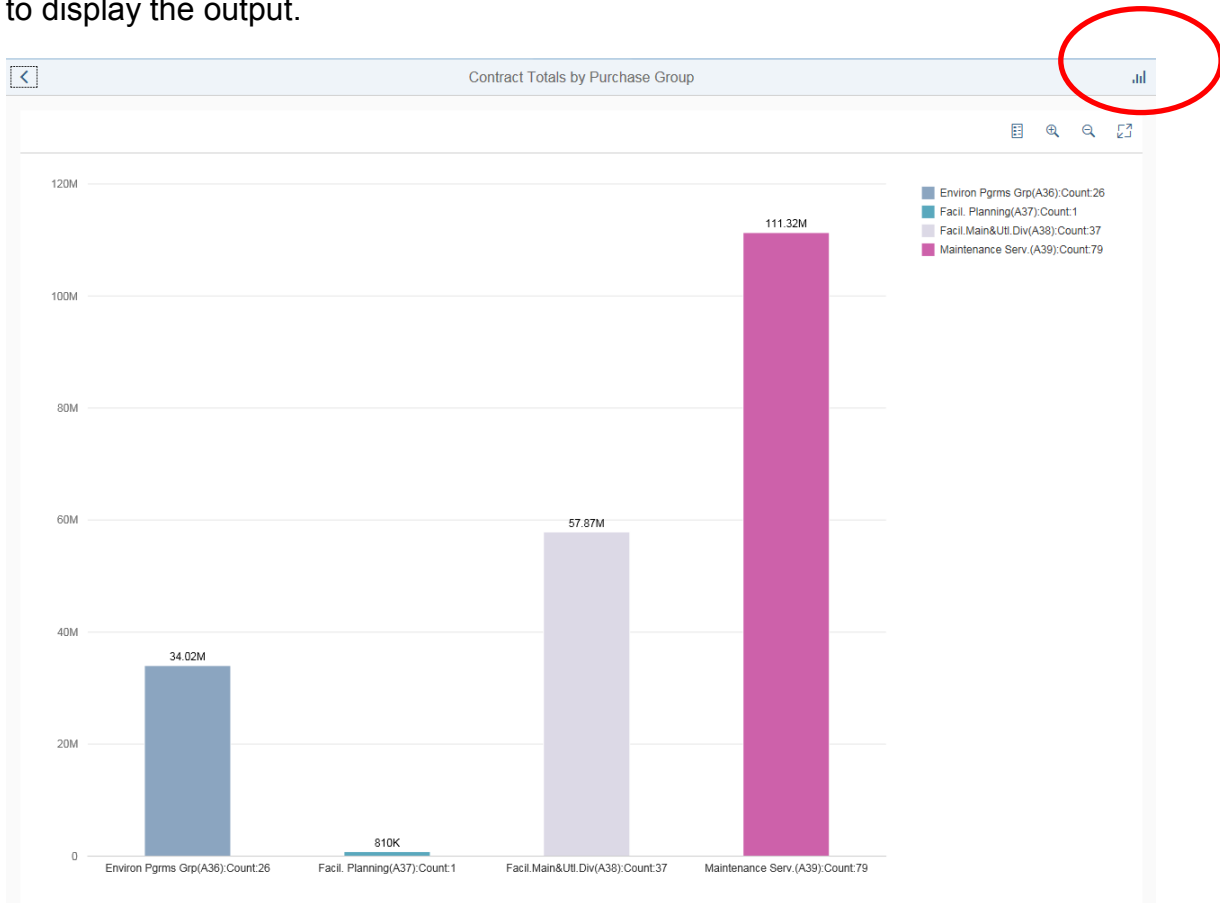
3.2 Screen Layout

Click the Total Contracts by Purchasing Group(s) Tile.

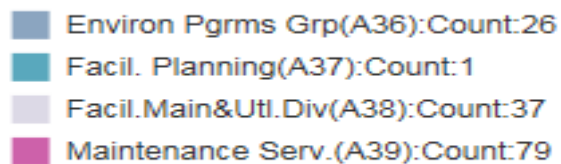
The Total Contracts by Purchasing Group initial screen is where Purchasing Group(s) can be chosen. Use the scroll bar to locate the Purchasing Groups and the their check boxes to add them to the report.

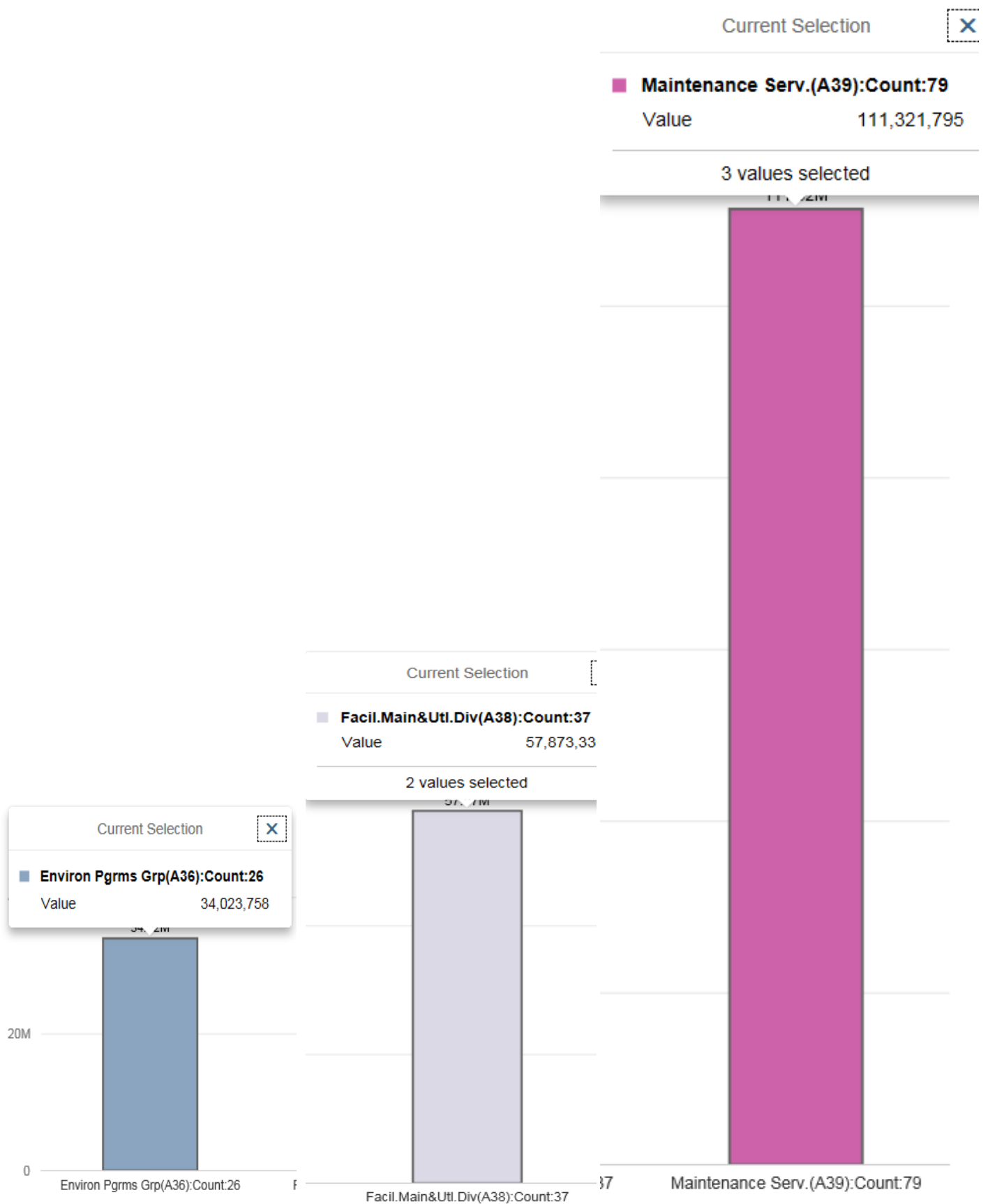


After choosing the Purchasing Group, click the bar graph icon  , located on the top right, to display the output.



Each Purchasing Group will be displayed in its own color showing the total amount of open contracts (target value) and the number of open contracts.





Something cool! - the row of icons at the top fo the graph allow for some screen changes.



This icon, when clicked, will hide or show the legend.



Currently Disabled



This icon, when clicked, opens the chart in a full screen mode.
To return back to the app simply click this icon again to exit the full screen mode.

4. Updates and added functionality

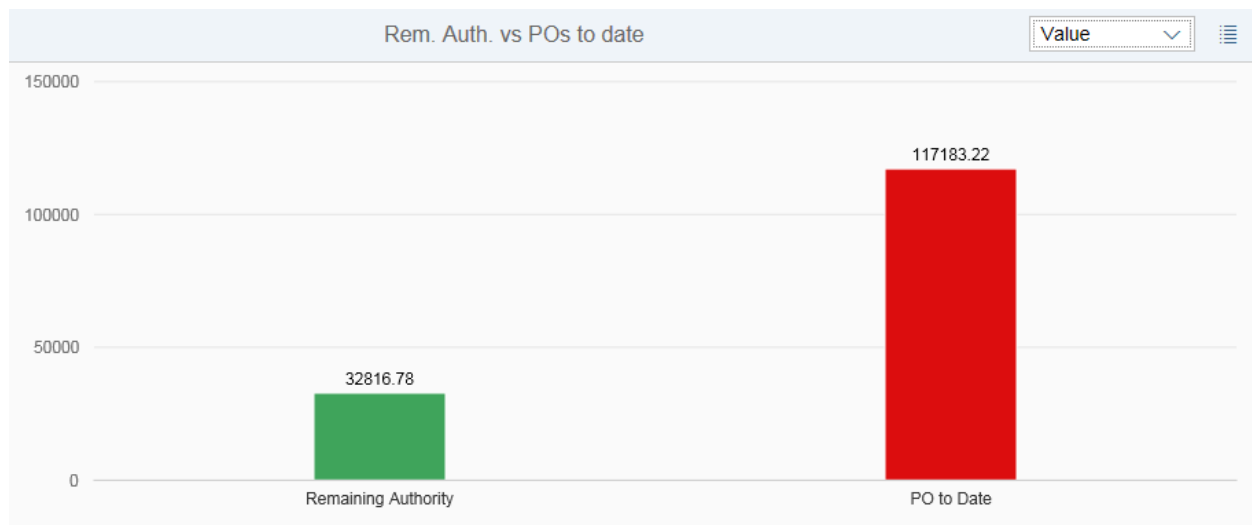
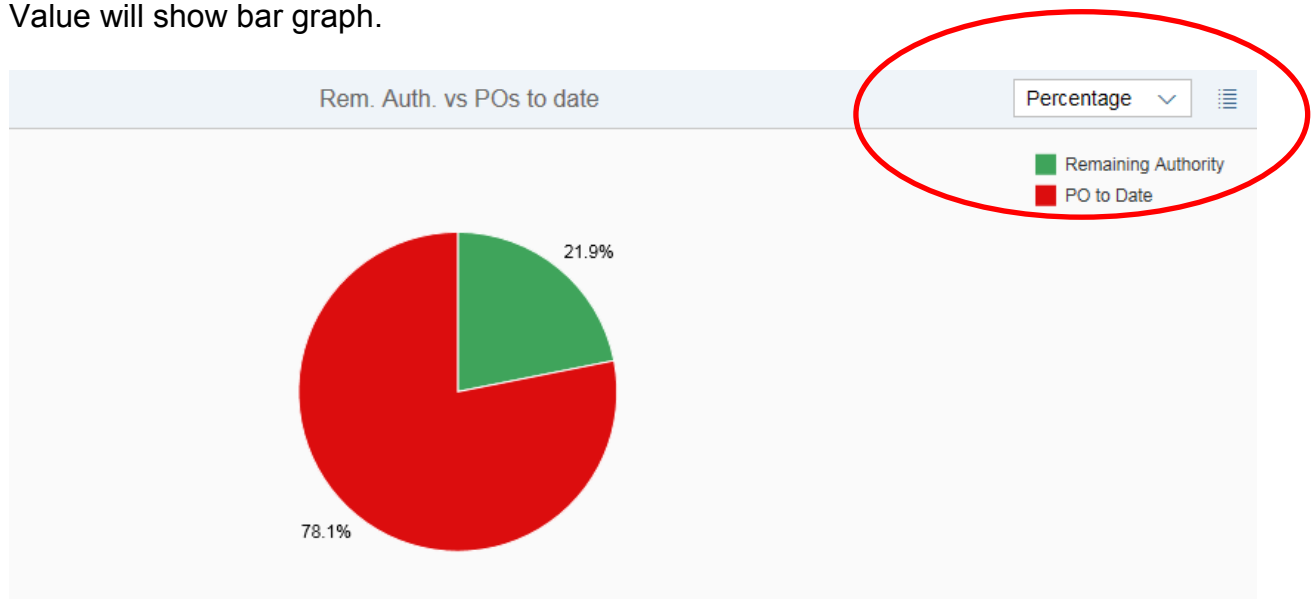
4.1 Value view of pie charts

The ability to change the view of the pie charts from percentage to value has been added.

On the right of the chart you will see a dropdown with percentage and value.

Percentage (default) will show the pie chart.

Value will show bar graph.

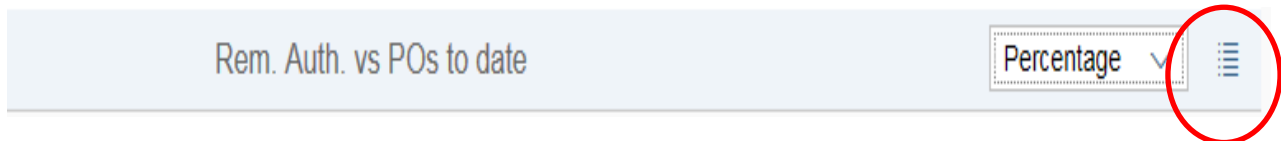


4.2 Export details of POs, Invoices, and Goods Receipts

The ability to view and export details of Purchase Orders, Invoices, and Goods Receipts to Excel been added.



Above each pie chart the view details icon will pull up the PO, Invoices, and Goods Receipts details



Purchase Order Details									
PO Date	Purchase Doc.	Item	Material #	Short Description	PO Quantity	Unit of Measure	PO Amount	Cost Center	WBS
05-05-2016	4500288691	00010		Service Agreement wit...	1.00	AU	\$589.84		1.12.07-700
05-05-2016	4500288691	00020		Service Agreement wit...	1.00	AU	\$2,564.50		1.12.07-700
05-05-2016	4500288691	00030		Service Agreement wit...	1.00	AU	\$405.00		1.12.07-700
05-05-2016	4500288691	00040		Service Agreement wit...	1.00	AU	\$6,807.31		1.12.07-700
11-30-2016	4500294965	00010		Service Agreement wit...	1.00	AU	\$1,406.00		1.17.03A-700
11-30-2016	4500294965	00020		Service Agreement wit...	1.00	AU	\$133.57		1.17.03A-700
11-30-2016	4500294965	00030		Service Agreement wit...	1.00	AU	\$189.81		1.17.03A-700



Invoice Details									
Purchase Doc.	Item	Short Description	Ref. Doc.(SES/GR#)	SAP Doc. Number	Posting Date	Invoice Number	Quantity	Unit	Amount
4500288691	00010	Service Agreement wit...	1000234682	5105645880	06-23-2016	109080	1.00	AU	\$642.93
4500288691	00020	Service Agreement wit...	1000234683	5105645880	06-23-2016	109080	1.00	AU	\$2,795.31
4500288691	00030	Service Agreement wit...	1000234684	5105645880	06-23-2016	109080	1.00	AU	\$405.00
4500288691	00040	Service Agreement wit...	1000234685	5105645880	06-23-2016	109080	1.00	AU	\$7,419.96
4500294965	00010	Service Agreement wit...	1000240903	5105658721	02-02-2017	192108	1.00	AU	\$1,532.54
4500294965	00020	Service Agreement wit...	1000240912	5105658721	02-02-2017	192108	1.00	AU	\$145.59
4500294965	00030	Service Agreement wit...	1000240913	5105658721	02-02-2017	192108	1.00	AU	\$206.89

Rem. Auth. vs GRs to Date

Percentage



Goods Receipts Details

Purchase Doc.	Item	Short Description	GR Number	GR Item	Posting Date	Unit	GR Quantity	GR Amount	Fiscal Year
4500288691	00010	Service Agreement wit...	5000481671	0001	06-07-2016	AU	1.00	\$2,762.50	2016
4500288691	00010	Service Agreement wit...	5000482326	0001	06-07-2016	AU	1.00	\$-2,762.50	2016
4500288691	00010	Service Agreement wit...	5000482399	0001	06-15-2016	AU	1.00	\$642.93	2016
4500288691	00020	Service Agreement wit...	5000481682	0001	06-07-2016	AU	1.00	\$342.14	2016
4500288691	00020	Service Agreement wit...	5000482325	0001	06-07-2016	AU	1.00	\$-342.14	2016
4500288691	00020	Service Agreement wit...	5000482400	0001	06-15-2016	AU	1.00	\$2,795.31	2016
4500288691	00030	Service Agreement wit...	5000481683	0001	06-07-2016	AU	1.00	\$240.77	2016

Close



To export the details to Excel, each pop up screen has this icon located at

Close

the bottom right corner next to the icon

2016



Close

When clicked the data from the pop up is exported to excel.

You may see this message at the bottom of the browser – click open

Do you want to open or save **data.csv** (4.62 KB) from **vlaxqasapp02.sap.lawa.org**?

Open

Save



Cancel



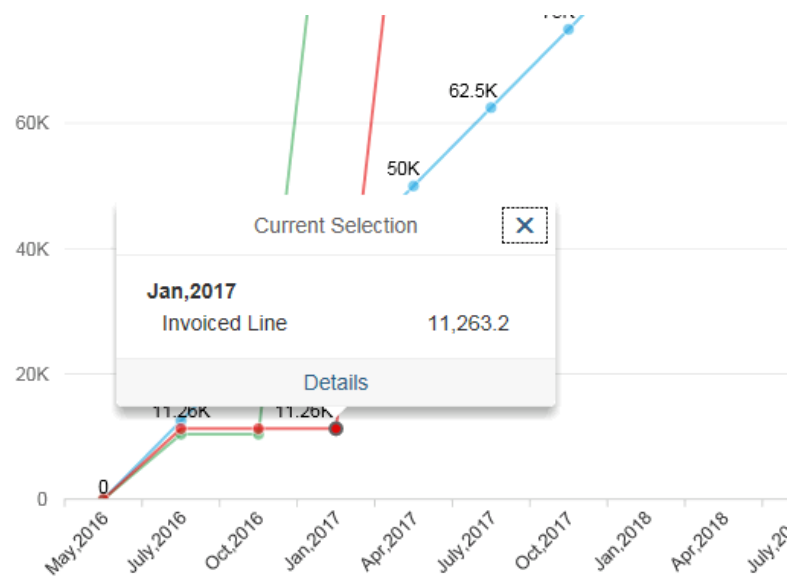
As a result, you will see Excel populated with the details allowing you to format and summarize as needed.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
	Purchase Doc.	Item	Short Description	GR Number	GR Item	Posting Date	Unit	GR Quantity	GR Amount	Fiscal Year	Ref. Doc.(SES/GR#)	Ref. Document Item	Material #	Cost Center	WBS	IO
1																
2	4500288691	10	Service Agreement with Sheraton Gateway	5000481671	1	6/7/2016	AU	1	2,762.50	2016	1000234201		1		1.12.07-700	
3	4500288691	10	Service Agreement with Sheraton Gateway	5000482326	1	6/7/2016	AU	1	-2,762.50	2016	1000234201		1		1.12.07-700	
4	4500288691	10	Service Agreement with Sheraton Gateway	5000482399	1	6/15/2016	AU	1	642.93	2016	1000234682		1		1.12.07-700	
5	4500288691	20	Service Agreement with Sheraton Gateway	5000481682	1	6/7/2016	AU	1	342.14	2016	1000234202		1		1.12.07-700	
6	4500288691	20	Service Agreement with Sheraton Gateway	5000482325	1	6/7/2016	AU	1	-342.14	2016	1000234202		1		1.12.07-700	
7	4500288691	20	Service Agreement with Sheraton Gateway	5000482400	1	6/15/2016	AU	1	2,795.31	2016	1000234683		1		1.12.07-700	
8	4500288691	30	Service Agreement with Sheraton Gateway	5000481683	1	6/7/2016	AU	1	240.77	2016	1000234203		1		1.12.07-700	
9	4500288691	30	Service Agreement with Sheraton Gateway	5000482323	1	6/7/2016	AU	1	-240.77	2016	1000234203		1		1.12.07-700	
10	4500288691	30	Service Agreement with Sheraton Gateway	5000482401	1	6/15/2016	AU	1	405	2016	1000234684		1		1.12.07-700	
11	4500288691	40	Service Agreement with Sheraton Gateway	5000481688	1	6/7/2016	AU	1	3,270.00	2016	1000234220		1		1.12.07-700	
12	4500288691	40	Service Agreement with Sheraton Gateway	5000482307	1	6/7/2016	AU	1	-3,270.00	2016	1000234220		1		1.12.07-700	
13	4500288691	40	Service Agreement with Sheraton Gateway	5000482552	1	6/15/2016	AU	1	7,419.97	2016	1000234685		1		1.12.07-700	
14	4500294965	10	Service Agreement with Sheraton Gateway	5000495342	1	12/12/2016	AU	1	1,532.54	2017	1000240903		1		1.17.03A-700	
15	4500294965	20	Service Agreement with Sheraton Gateway	5000495343	1	12/12/2016	AU	1	145.59	2017	1000240912		1		1.17.03A-700	
16	4500294965	30	Service Agreement with Sheraton Gateway	5000495344	1	12/12/2016	AU	1	206.9	2017	1000240913		1		1.17.03A-700	
17	4500294965	40	Service Agreement with Sheraton Gateway	5000495346	1	12/12/2016	AU	1	1,635.00	2017	1000240915		1		1.17.03A-700	
18	4500294965	50	Service Agreement with Sheraton Gateway	5000495347	1	12/12/2016	AU	1	155.33	2017	1000240916		1		1.17.03A-700	
19	4500294965	60	Service Agreement with Sheraton Gateway	5000495348	1	12/12/2016	AU	1	220.73	2017	1000240918		1		1.17.03A-700	
20	4500294965	70	Service Agreement with Sheraton Gateway	5000495349	1	12/12/2016	AU	1	1,447.52	2017	1000240919		1		1.17.03A-700	
21	4500294965	80	Service Agreement with Sheraton Gateway	5000495350	1	12/12/2016	AU	1	137.51	2017	1000240920		1		1.17.03A-700	
22	4500294965	90	Service Agreement with Sheraton Gateway	5000495351	1	12/12/2016	AU	1	195.41	2017	1000240921		1		1.17.03A-700	
23	4500294965	100	Service Agreement with Sheraton Gateway	5000495372	1	12/12/2016	AU	1	163.5	2017	1000240923		1		1.17.03A-700	

4.3 Contract Burn Chart – Export POs and Invoices

On any point on the PO or Invoice lines in the contract burn rate chart you can export the corresponding information up to that point.

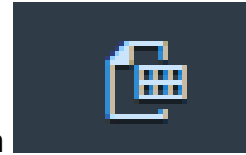
Select a point on either the green or red lines (POs or Invoices) or select details from popup.



A listing, in this example, of all the invoices up this that point in time is returned and ready for export.

Invoice Details									
Purchase Doc.	Item	Short Description	Ref. Doc. (SES/GR#)	SAP Doc. Number	Posting Date	Invoice Number	Quantity	Unit	Amount
4500288691	00010	Service Agreement wit...	1000234682	5105645880	06-23-2016	109080	1.00	AU	\$642.93
4500288691	00020	Service Agreement wit...	1000234683	5105645880	06-23-2016	109080	1.00	AU	\$2,795.31
4500288691	00030	Service Agreement wit...	1000234684	5105645880	06-23-2016	109080	1.00	AU	\$405.00
4500288691	00040	Service Agreement wit...	1000234685	5105645880	06-23-2016	109080	1.00	AU	\$7,419.96

To export the details to Excel, each pop up screen has this icon

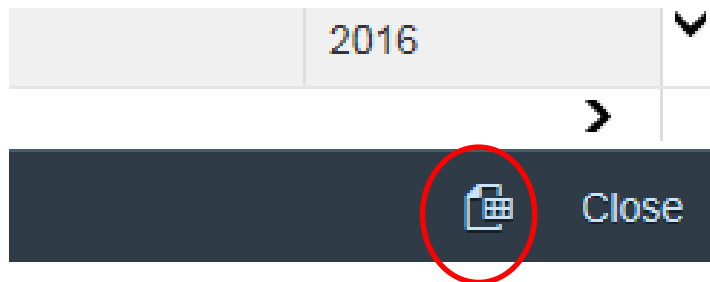


located at

the bottom right corner next to the



icon



When clicked the data from the pop up is exported to excel.

You may see this message at the bottom of the browser – click open

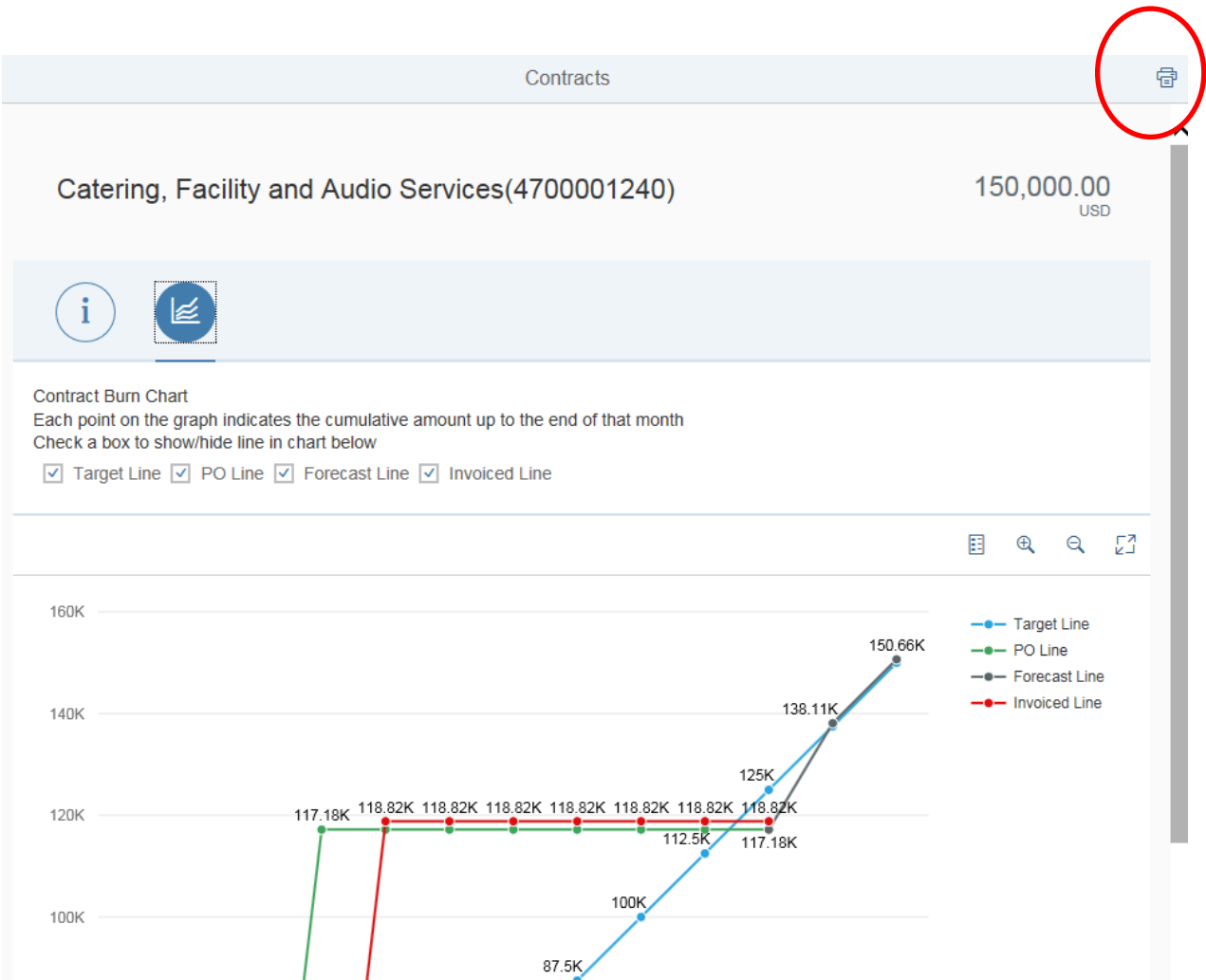


4.4 Contract Burn Chart - PDF

The ability to output the burn chart to PDF has been added.



When accessing the burn chart you will notice a print icon located on the top right of the screen.



When the print icon is clicked, the print screen appears. This is where you have the option to print to PDF by selecting Adobe PDF as your printer.

