

# **SAP Business Workflow – Concepts, Inbox and Template**

## **Usage**

Product Group	:	
Solution	:	SAP NetWeaver
Sub-solution	:	
Component	:	
Delivery Methods	:	Classroom
Level	:	Associate
Exam	:	Basic Processes & Foundation
Sample Questions	:	<a href="#">PDF Link</a>
Cut Score	:	
Duration	:	2 days
Languages	:	English

## **Topic Areas**

Please see below the list of topics that will be covered within this certification and the courses that cover them:

### **Prerequisites**

#### **Essential**

- Fundamental experience using SAP systems Recommended
- SAPTEC Fundamentals of SAP Web AS
- [SAP01](#) SAP Overview

#### **Course based on software release**

SAP ERP Central Component 6.0

#### **Content**

- Workflow terminology
- Use of workflow and workflow templates
  - Basic Customizing settings in the SAP Business Workflow system
- Inboxes:
  - o Possible inboxes for work items
  - o Defining substitutes
  - o Processing work items
- Architecture:
  - o Workflow components
  - o Activating templates
- Determining agents using Organizational Management
  - o Terminology
  - o Structure of organizational units, positions, and jobs
- Reporting