BSNL ERP Project

BSNL ERP

Towards a paperless world

Training Coverage

Project Overview

Navigating SAP

What is ERP?

What is ERP?

E	Enterprise	**BSNL**
R	Resource	1 Money 2 Men 3 Material 4 Machines
P	Planning	**Optimum utilisation**

ERP - Definition

Enterprise Resource Planning:

"Software solution that addresses the Enterprise needs, taking a process view of the overall organization to meet the goals, by tightly integrating all functions under a common software platform"

Why ERP?

- For Management – To know what is happening in the company.
- One solution for better Management.
- To achieve cost control & low working capital
- To avoid the geographical gaps.
- To satisfy the customers with high expectations.
- To be Competitive.

Key Benefits of ERP

- Real time data is available from a centralized data base.
- Integration of Business Processes.
- Seamless flow of information.
- Standardization of processes across all Locations.
- Improved Operational Efficiency.
- Faster Consolidation at Head office for statutory reporting.

Implementation in BSNL

- PO placed on M/s HCL Infosystems.
- BPR (Business Process Re-Engineering) by M/s Ernst & Young and M/s HCL.
- ERP Software by M/s SAP India.
- Main Data Centre at Hyderabad & Disaster Recovery at Kolkata.
- BSNL has purchased 40 thousand Licenses

Phases of Implementation

- **POC (Proof of Concept)** Taken one unit each from various business units and implementation completed- Telecom Factory Mumbai, WTP, ALTTC, STR, Karnataka Telecom Circle, BSNL CO, Maharashtra Telecom Circle & ITPC, Pune.
- **ROP - Roll-Out Phase (Pan India)** Phase-I

  NATFM Hyderabad, BBNW, WTR, Telecom Stores Kolkata, Andhra Pradesh Telecom Circle, Gujarat Telecom Circle & Punjab Telecom Circle.

Process of Implementation

- **As is** Study of the existing system.
- **BPR** BPR [Business Process Re-engineering] is a process which explores the possibility of doing things in different ways to Improve efficiency in the operation and it involves Re-thinking, re-designing

  BPR brings out the deficiencies of the existing setup. Compare enterprise best practices and adopted.
- **BBP** BBP [Business Blue Print] is the activity where the existing processes and the new adopted processes are documented.
- **Realization** The BBP (design) is implemented in the ERP system.
- **Cut over** Declare Black out period [Stop business Transactions] to migrate the Legacy data .
- **Go-Live** The new system is adopted.

Major BSNL decisions for ERP

- **Creation of CSC :** BSNL Management has decided for centralization of the payment & settlement function of the company at Corporate office and Circle office level which is a part of business process change. Drawing & Disbursing units at SSA level is to be discontinued after ERP Roll out phase.
- **Consolidation of Bank Accounts**: BSNL Management has decided to consolidate banking operation of SSAs/DDOs through a single operation account at circle, up on migration to ERP.
- **Merger of Civil/Electrical Units & CMTS Wing**: Accounting of Civil/Electrical Units & CMTS Wing is to be merged with respective SSAs.

About SAP and its Modules

Technical Modules

- ABAP
- BASIS

Functional Modules

Finance
Logistics (MM/PM/PS/S&D/REM)
HR

Cross-Applications

- SCM (Supply Chain Management)
- CRM (Customer Relationship Management)
- SRM (Supplier Relationship Management)

ERP Modules in BSNL

S. No.	MODULE NAME	S. No.	MODULE NAME
1	**FICO** a. Finance b. Control	4	**PM** Plant Maintenance
2	**HCM** Human Capital Management	5	**PS** Project Systems
3	**a. MM** Material Management **b. SRM** Supplier Relationship Management	6	**REM** Real Estate Management
		7	**SD** Sales & Distribution
8	**BASIS** Networking, Roles & Authorisation	9	**ABAP** Advanced Business Application Programming

ERP OVERVIEW & NAVGATION

Functionality of SAP Modules

FICO Module

FI – Financial Accounting is used for external reporting i.e. Balance sheet, Profit and Loss statements. General Ledger accounting Accounts Receivables, Accounts Payable, Asset Accounting, Bank Accounting, Consolidation, Special Purpose Ledger and Travel Management, Processing & Settlement of Temporary Advance.

CO – Controlling Module is used for the internal reporting purpose. Controlling Area is the organization unit used to represents the controlling activities of Cost Center accounting, Profit Center Accounting, Product Costing, and Profitability etc.

Functionality of SAP Modules

HCM Module i/c Pay Rolls

Organisational Structure, Personal Actions e.g. Training, Promotion, Transfer etc. Career History.

Run Regular Pay (Salary) / Off cycle Pay (Personal claims.

ESS & MSS Portal (Claim items e.g. Newspaper/ Mobile/ Brief Case etc.) Medical Claims, Travel Management etc. Form 16, GPF Balance Slips / Withdrawl / Advances, Leaves, Annual Property Returns etc.

Functionality of SAP Modules

MM Module

Material / Service Procurement

- Requisition
- A.P.O. & Purchase Order
- Goods Receipt / Service Verification for Vendor payment.

Inventory Management

Functionality of SAP Modules

SRM Module:

Registration of Suppliers / Vendors

&

E-Tendering

(Under development)

Functionality of SAP Modules

PM Module:

Planned & Unplanned Maintenance of various technical objects of Consumer Mobility, Broad Band, CFA, IT, Transmission (Equipment & Route), Electro-Mechanical, Civil, Ducts, Fleet etc. including their Log books [Condition Monitoring] & History Sheets [Catalog] and Scrapping, Re-parenting (Shifting) etc.

Notification types: Preventive, Breakdown, General, Corrective, ***Calibration, Shutdown, Energy Audit*** & Report Fault (G-1) with corresponding order types.

Functionality of SAP Modules

PS Module:

Execution & Monitoring of Capital Project works of various business lines e.g. CM, BB, CFA, General (Civil & Electrical) including Project Creation, its approval and Budget Allotment.

External Projects Execution & Monitoring.

Elements are Project, WBS (Work breakdown structure), Network, Activity, Cost Settlement and AUC (Asset under construction).

Functionality of SAP Modules

REM Module:

- Lease-in & Lease-out of Land and Buildings.
- Lease-in & Lease-out of CMTS Towers & USO Towers (Part-A and Part-B) – Under Development.
- Staff Quarter Allotment to Employees & Others. Temporary Allotment of Staff Quarters.
- Booking/Allotment of Inspection Quarter, Holiday Home, Hostel, Community Centre, Auditorium etc.
- Management of Contracts.
- Purchase of Land and Buildings.

Functionality of SAP Modules

SD Module: The processes covered are

- First point of sale
- POI (Point of Interconnect)
- Enterprise Business lead tracking
- Sale of Mobile(CM) & CFA products to CSC and Channel Partners (Franchisee/DSA/RD)

Process Flow

- The Inventory Data in SAP shall be updated in Sanchar-soft through an outbound interface.
- The Retail sale to end customers will be made from Sanchar-soft & sale details will be updated in SAP at end of the day through an Inbound Interface.
- **Sale Cycle-** Sales Order, Receipt of Payment, Delivery & Invoicing.

Functionality of SAP Modules

BASIS Module:

- Support for readiness of Networking.
- Guidelines for readiness of PC for ERP access.
- Roles and Authorization being done centrally
- MANTIS (ERP Helpdesk).

Functionality of SAP Modules

ABAP Module:

- Back end Programming.
- Customised development of Reports.

Development Center

- Project operate under guidance of BSNL CO CIT Cell.
- Development Centre established at ALTTC Ghaziabad.
- BSNL officers along with System Integrator M/s HCL representatives are working in the **CORE TEAM** for various modules.

Regional Core Teams

- Roll out phase to be operated under ITPC, Pune
- Four Regional Teams formed at:

North Zone - Chandigarh

South Zone - Hyderabad

East Zone - Kolkata

West Zone - Ahemdabad

SAP Navigation

Let's

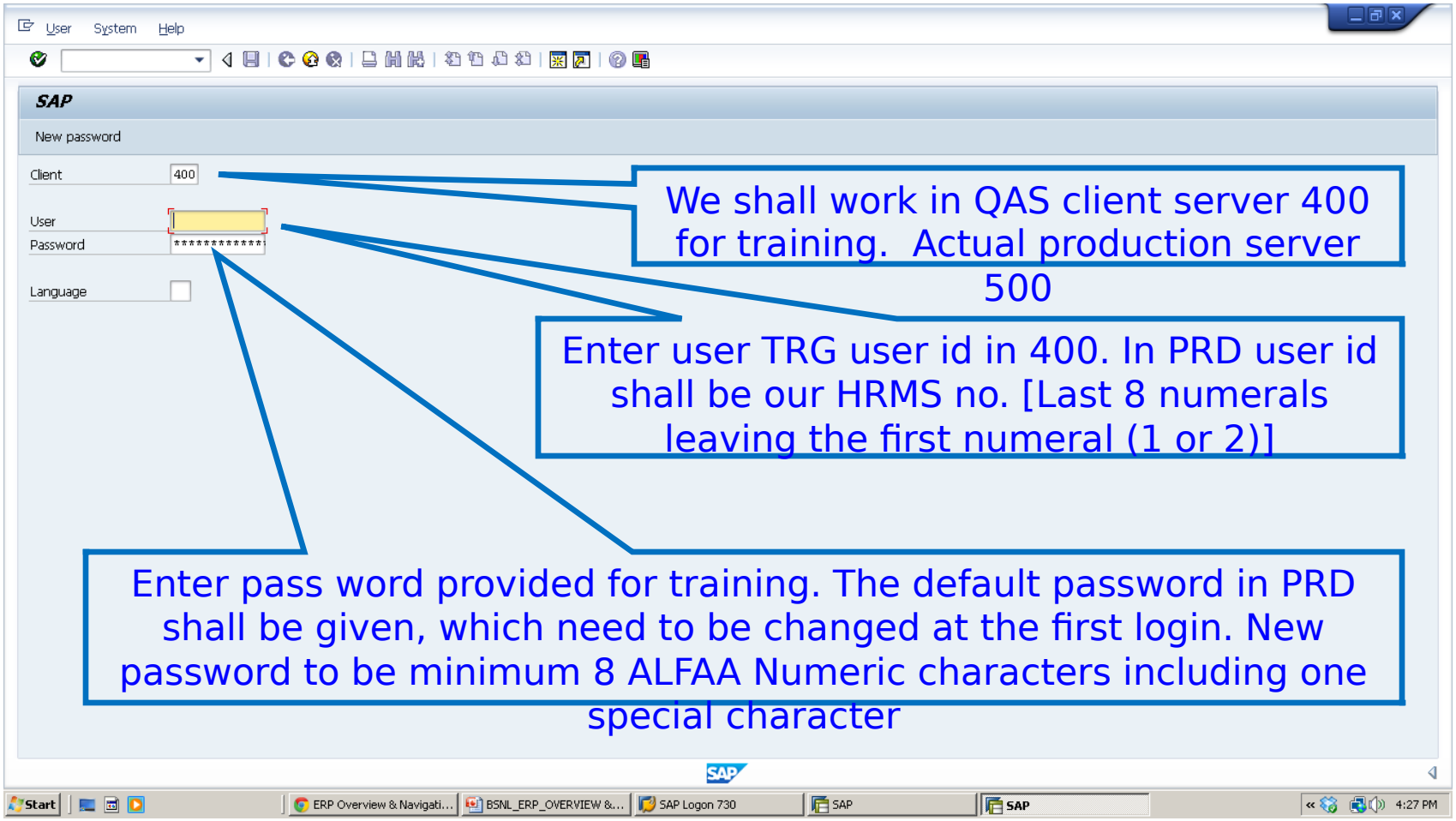
Login

into

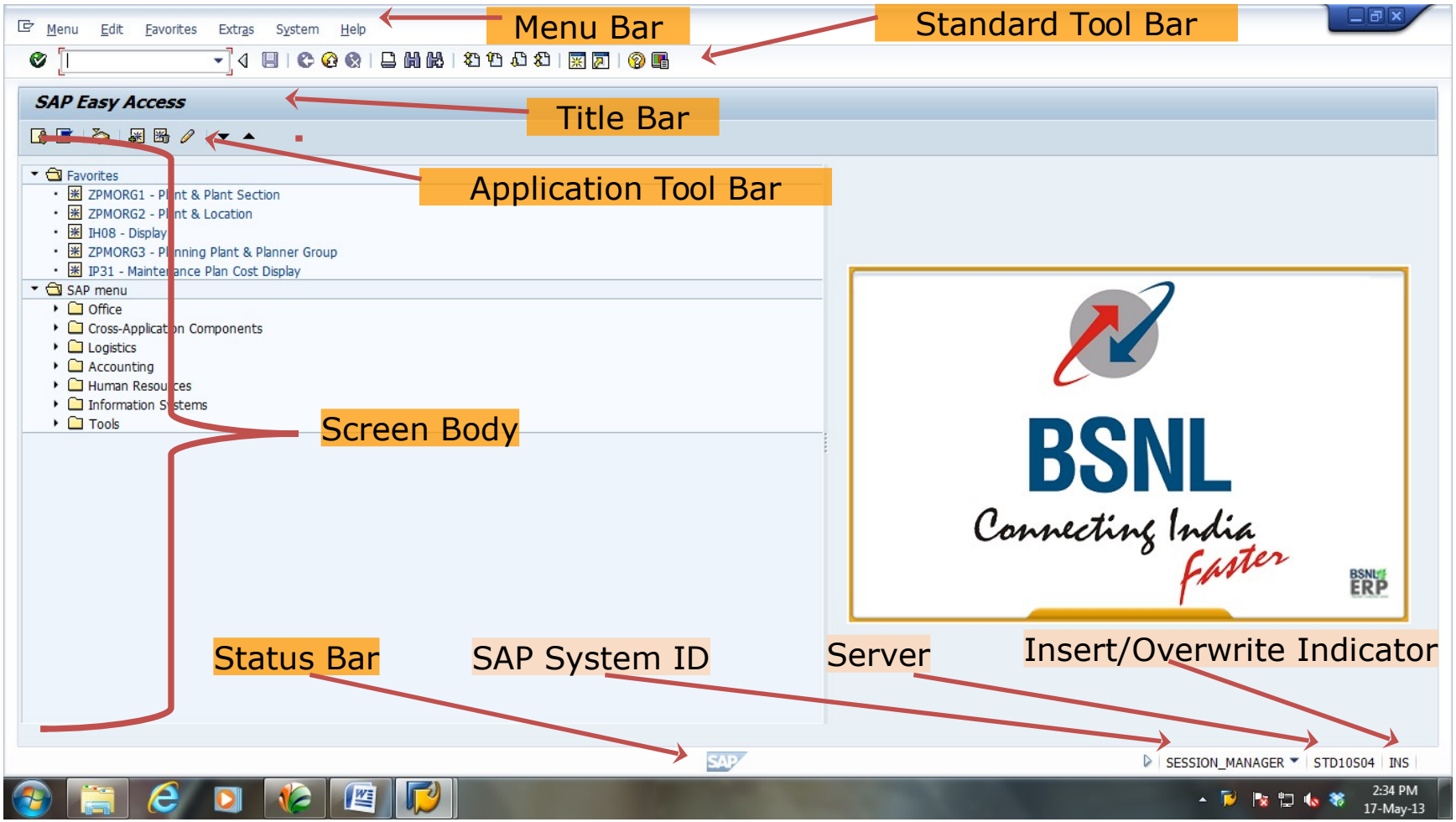
SAP

Doubl
e click

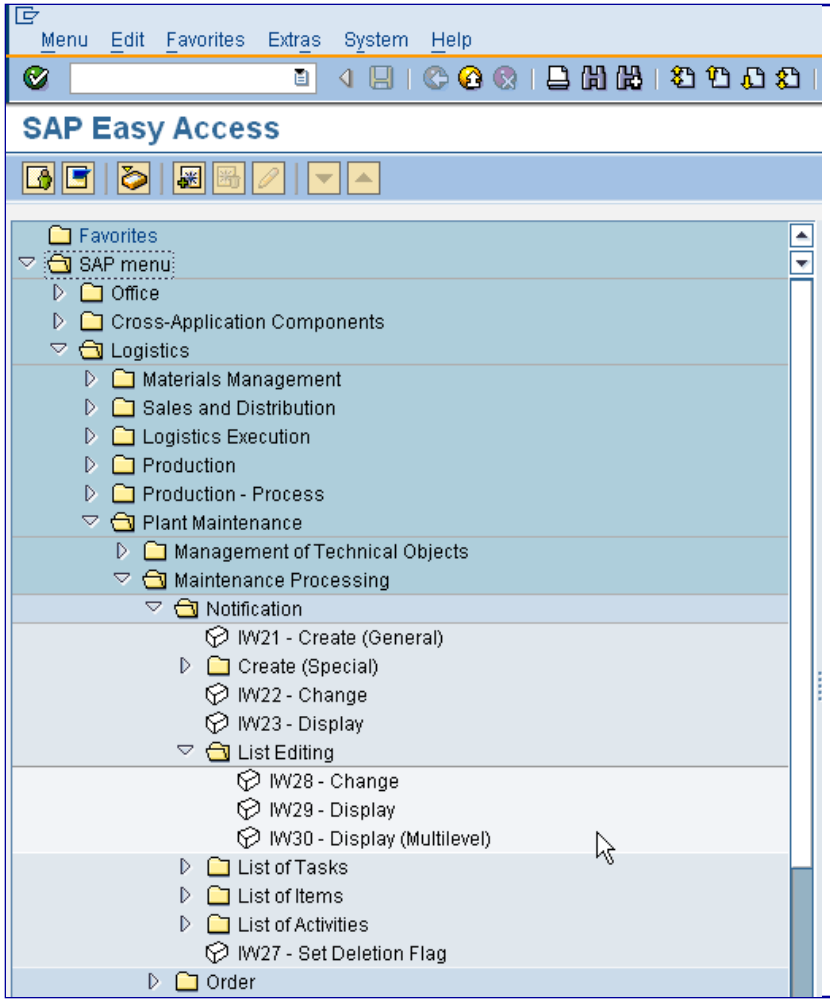
Login Screen



SAP Window


Menu Bar
Standard Tool Bar
Title Bar
Application Tool Bar
Screen Body
Status Bar
SAP System ID
Server
Insert/Overwrite Indicator
Menu Edit Favorites Extras System Help
SAP Easy Access
Favorites
ZPMORG1 - Plant & Plant Section
ZPMORG2 - Plant & Location
IH08 - Display
ZPMORG3 - Planning Plant & Planner Group
IP31 - Maintenance Plan Cost Display
SAP menu
Office
Cross-Application Components
Logistics
Accounting
Human Resources
Information Systems
Tools
BSNL
Connecting India faster
SESSION_MANAGER
STD10S04
INS
2:34 PM
17-May-13

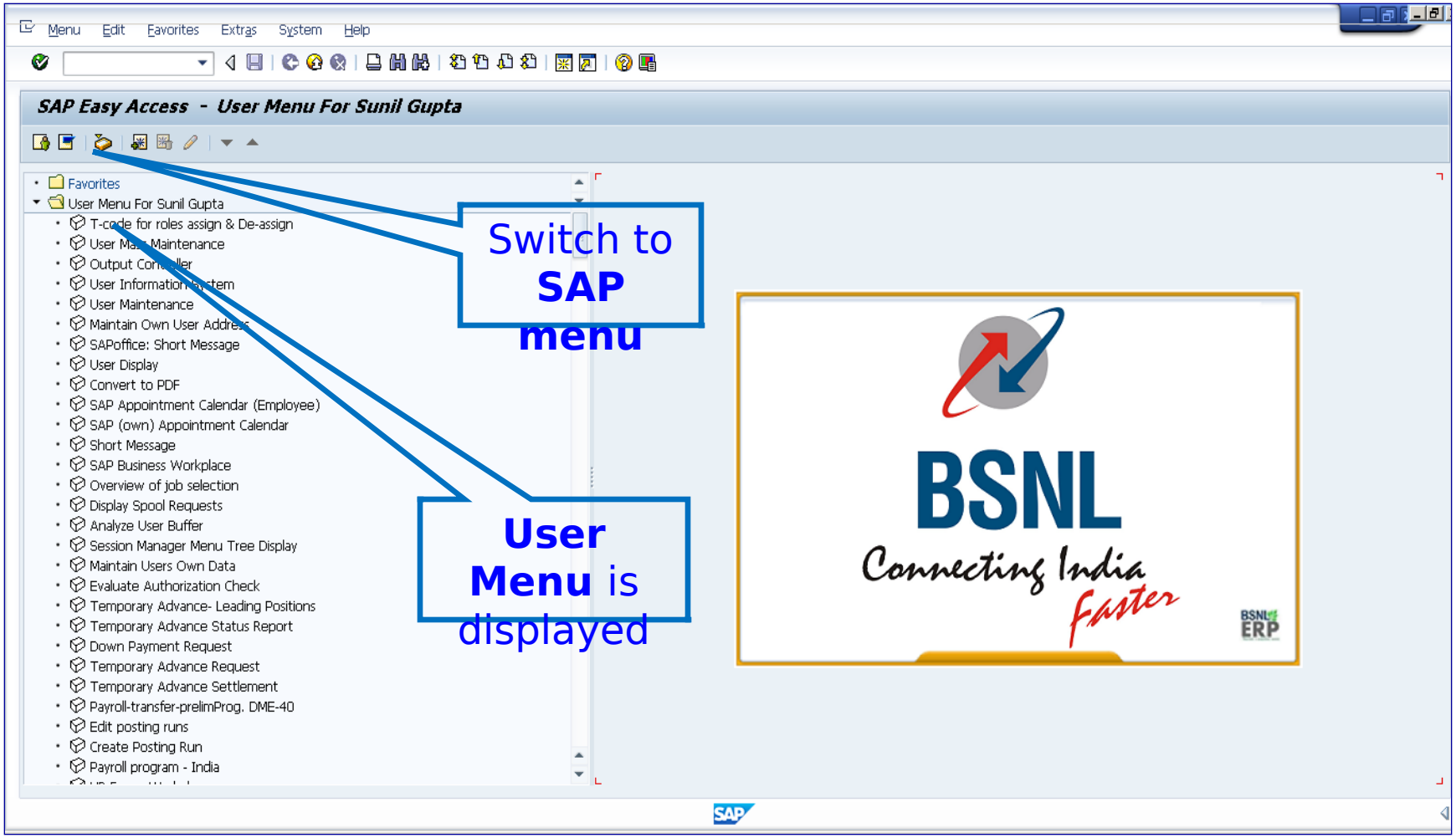
Using Navigation Area



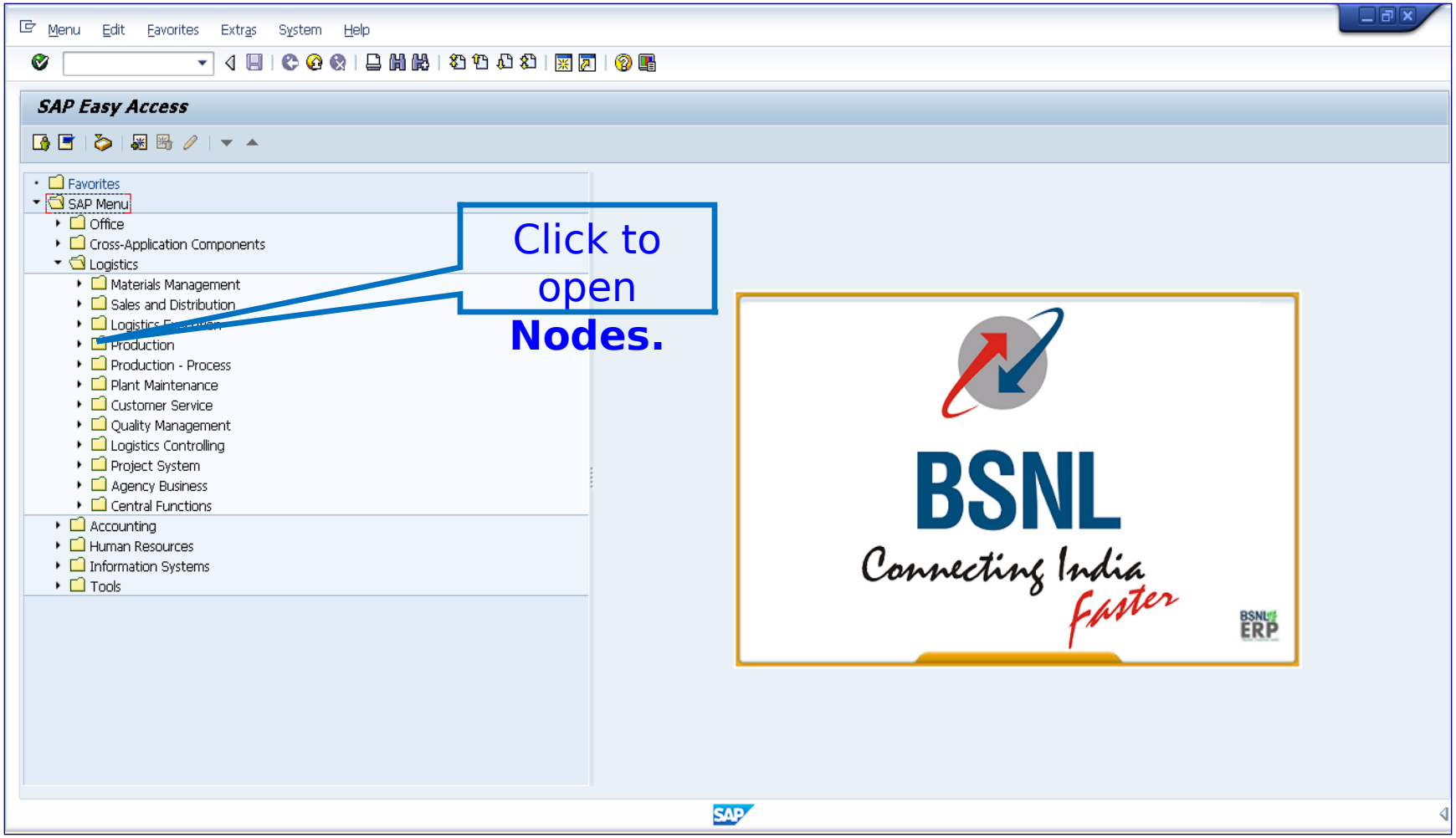
You can expand and collapse menus in the navigation area by choosing the dropdown arrows to the left of the menu items, as in the example below.

To open an application in the navigation area Double-
node

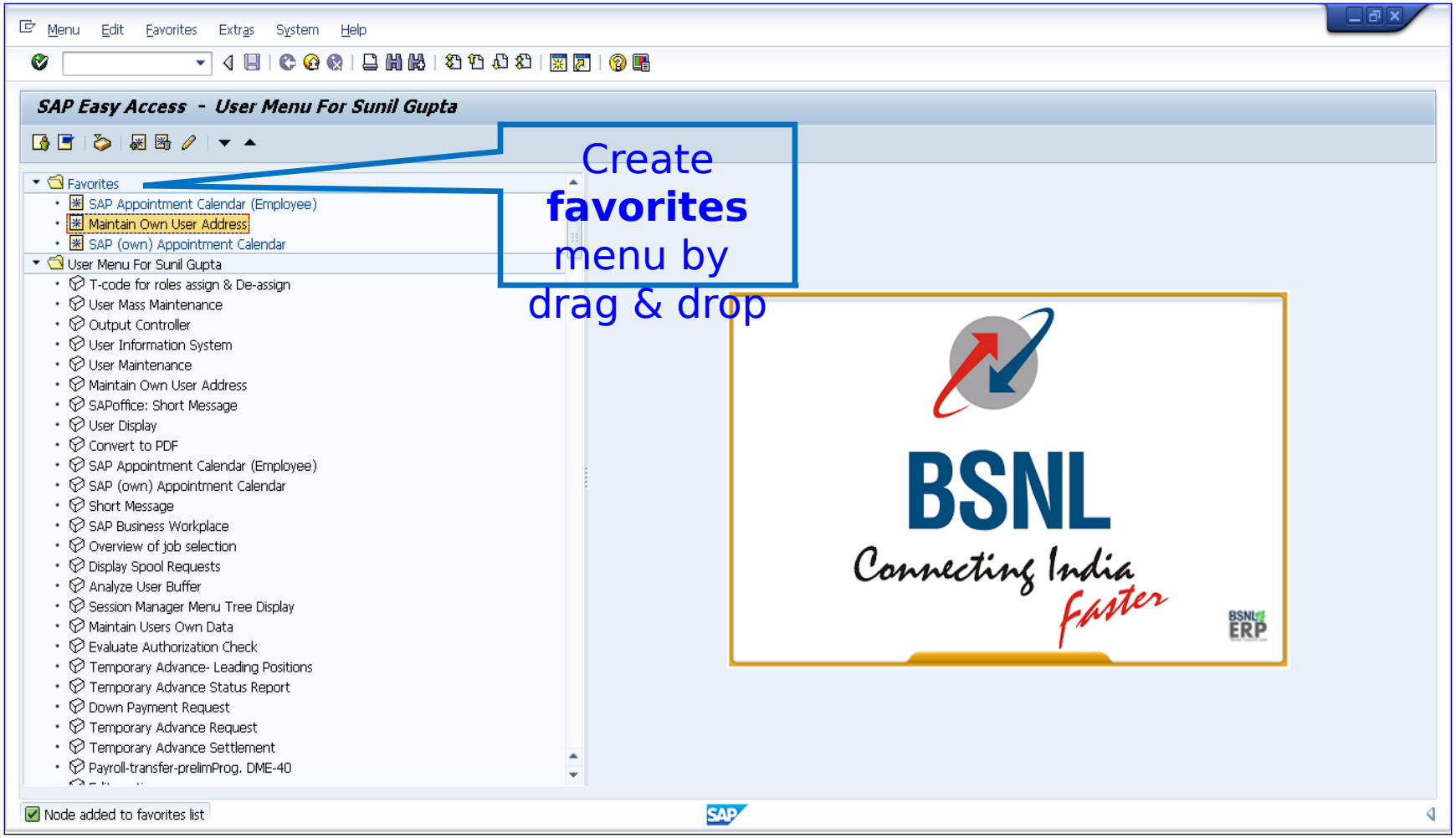
Using Navigation Area



Using Navigation Area



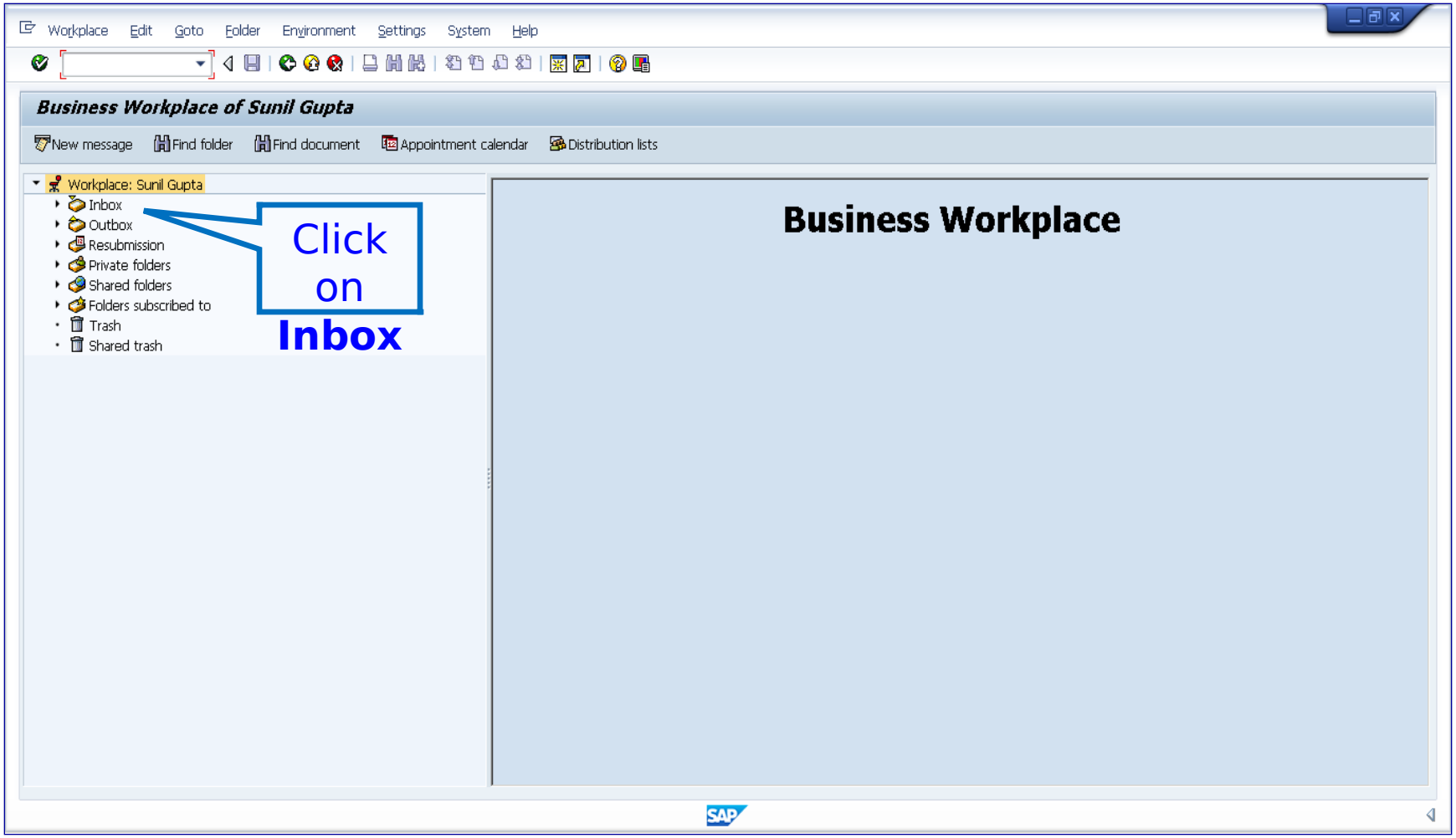
Using Navigation Area



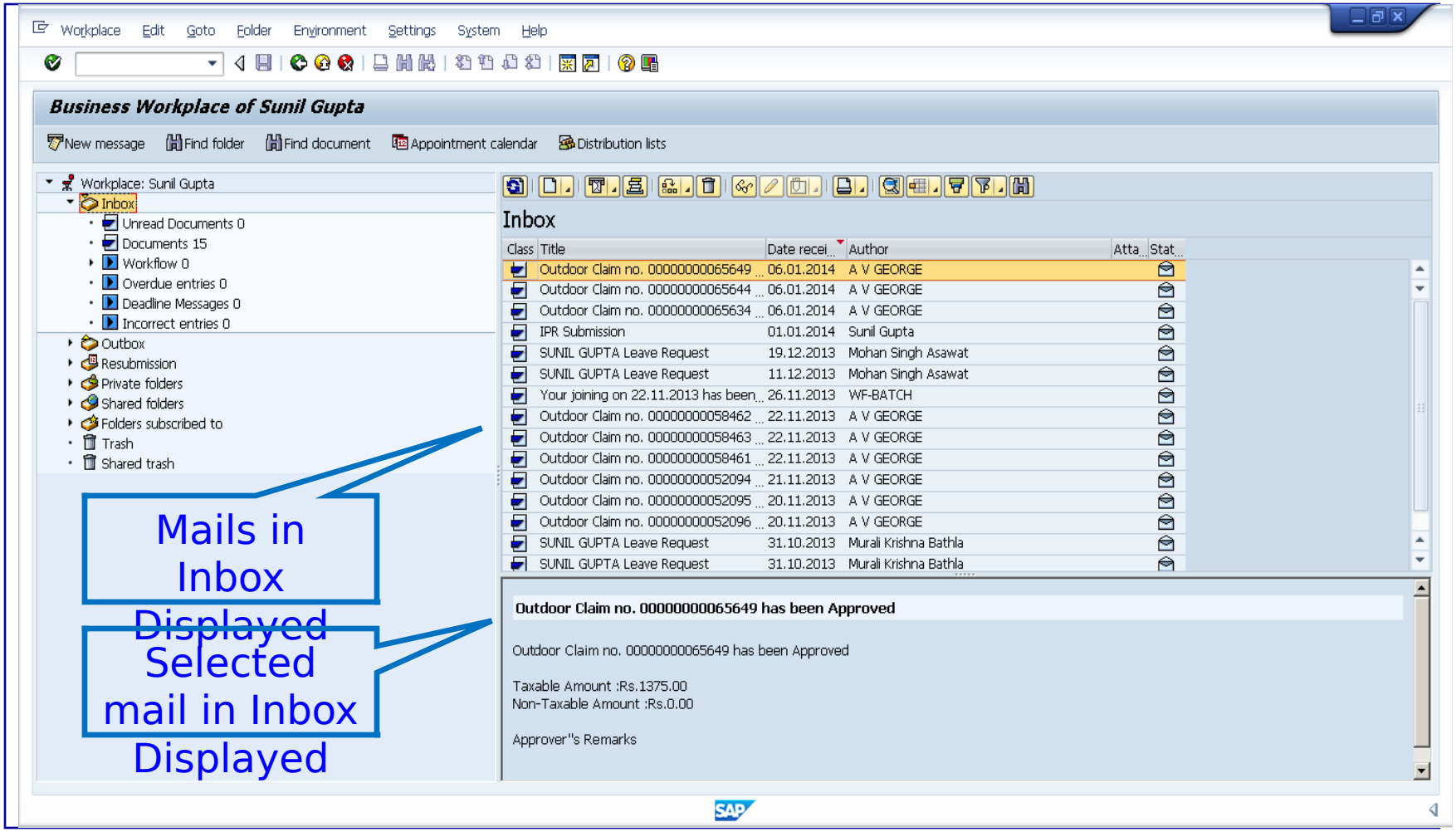
Business Work Place

ERP OVERVIEW & NAVGATION

Business Work Place



Business Work Place



ERP OVERVIEW & NAVGATION

Transaction Codes

A transaction code can be entered in the Command field.

- If the transaction code is preceded with **/n** then the next transaction screen opened in the current session.

- If the transaction code is preceded with **/o** then an additional session is opened for the transaction. This means multiple sessions.

Transaction Codes – contd.

To start a transaction in ECC [ERP Central Component] 6.0, there are 4 options:

- Position the cursor on the required transaction in the tree structure and press enter.
- Double-click on the required transaction in the tree structure.
- Position the cursor on the required transaction in the tree structure and select Edit → Execute or press F2.
- Expand the command field and enter the transaction code.

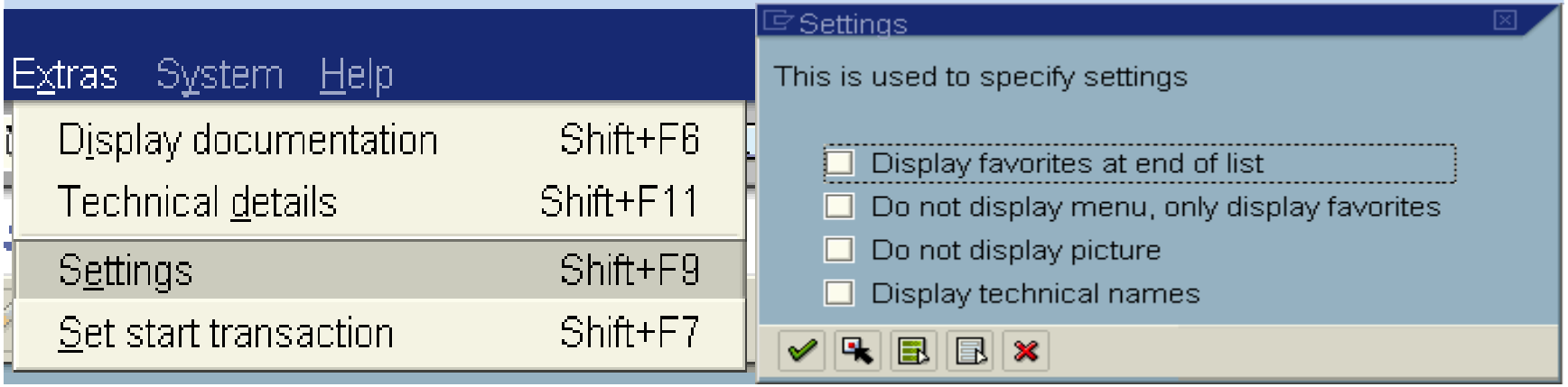
Standard Tool Bar

- **The Standard Toolbar contains the Command field and the standard SAP Toolbar buttons.**
- **Command Field: The Command field is used to enter transaction codes that take you directly to a system task without using menus.**

Button	Keyboard Shortcut	Description	Button	Keyboard Shortcut	Description
	Enter Key	Enter/Continue		Ctrl + Page Up	First page
	Ctrl + S	Save to database		Page Up	Previous page
	F3	Back		Page Down	Next page
	Shift + F3	Exit System Task		Ctrl + Page Down	Last page
	F12	Cancel		None	Create New session
	Ctrl + P	Print		None	Create shortcut on Desktop
	Ctrl + F	Find		F1	F1 Help
	Ctrl + G	Find next		Alt + F12	Customize Local Layout

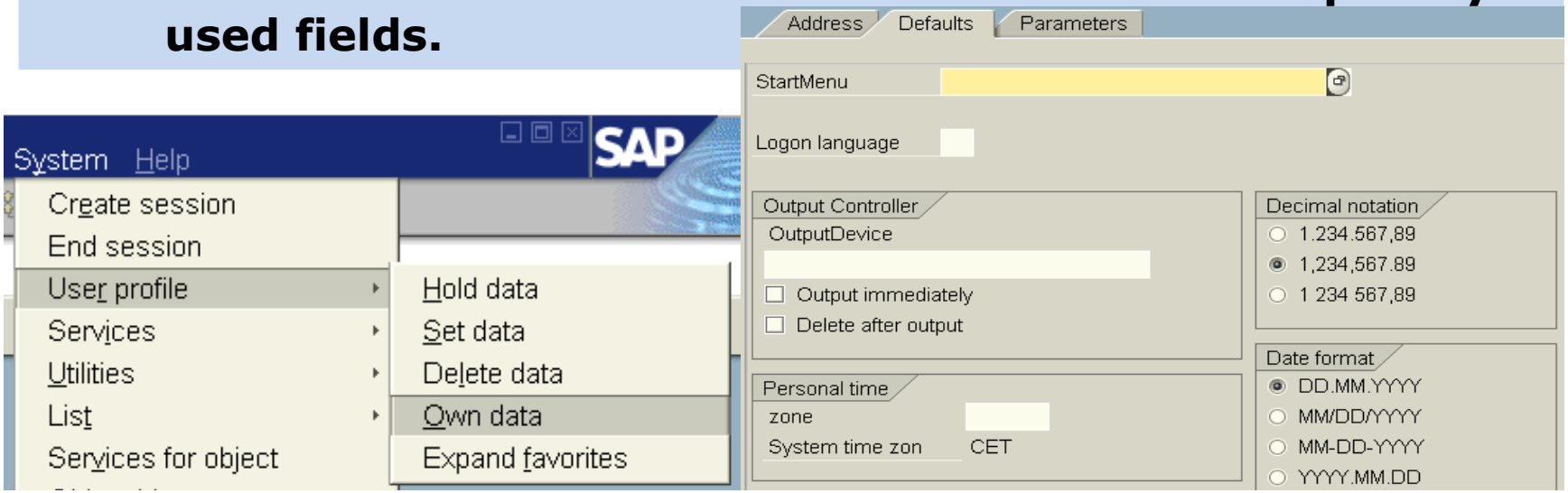
SAP Easy Access Settings

- **Users can set how SAP displays the Menu by choosing Extras → Settings. Here, you can specify whether:**
  - **Your favorites should appear before or after the menu.**
  - **Only your favorites, and not the menu, should appear.**
  - **The SAP Easy Access Graphic should appear on the right-hand side of the screen.**



USER Settings

- **Users can maintain their own settings by choosing System → User Profile → Own Data**
- **Defaults**
- **Change default printer, language, and date and decimal display formats.**
- **Parameters**
- **Allow user to create default information for frequently used fields.**



Messages

- Messages appear either in the status bar or in a pop-up window, depending on user settings
- Messages starting with:
  - “E” indicate an Error message
  - “W” indicate a Warning message
  - Messages not beginning with an “E” or a “W‘’ are simply Information messages
  - Mandatory Required fields are denoted by a check mark

Major HELP Keys

F1 – Information about the field

F4 – Information about Data to be input

Remember

- Data once stored can’t be deleted.
- Good or Bad, in SAP everything is highlighted.
- GIGO

  [Garbage Input Garbage Output]
- Everything is monitored via logs

Requirements for End User Training

- **Administrative Requirements**

1. Proper trainees are nominated. Preferably the trainees who are doing the job in the respective field for which they have been nominated to undergo training. For example, trainees for MM module should preferably be working in MM / Store units and for FICO module training, Finance & Accounts wing persons to be nominated and so on.
2. Proper number of trainees are nominated. [Maximum two per training terminal]
3. There should be at least two trainers for end user trainings, one for conducting training and another to guide trainees at their respective terminals.
4. Sufficient time is kept for hands on practice.
5. Trainers for integrated modules are available for completing end to end process during training.
6. The ERP portal should be referred for all requirements like handouts etc.
7. In case the trainer finds that some more handouts or any other requirement should be on portal, he may co-ordinate with concerned module.

Requirements for End User Training

- **System Requirements**

  1. Suitable number of training login IDs are available (Number of training terminals x 2). Please have 5 spare IDs created for some emergent requirement.
  2. Basis Team at ALTTC Ghaziabad] may be contacted in advance to create the IDs. Contact details available on ERP Portal **http://10.197.216.213** Modules → Basis → Contact List
  3. Networking availability / working to be ensured.
  4. All the PC / Laptops are functioning properly.
  5. SAP GUI is loaded on the PCs
  6. All the login IDs are working.
  7. On each terminal, login should be done once.
  8. Projector is working properly.

THANK YOU