Fisheries and Oceans
Canada

Pêches et Océans
Canada

IS UMCC
Project Update

September 29th, 2020

S/4HANA

SAP
IMPLEMENTATION
— PROJECT —

Canada

Project Update

01 Project Preparation
- Launch project
- Finalize project delivery strategy and project operating model
- Develop project plan
- Identify resource requirements
- Secure funding

04 Final Preparation
- System validation
- Prepare support team (help desk)
- End user training
- Continued change management activities

05 April 1, 2021

02 Blueprint / Design
- DFO team onboarded
- System Integrator onboarded
- Agile approach conducted throughout design phase

03 Realization / Testing
- Integration testing
- Preparation of end-user training and support mechanisms
- Intensive organizational change management
- Agile approach conducted throughout phase

We are here

Go-live & Stabilization
- Roll out system
- Support end users
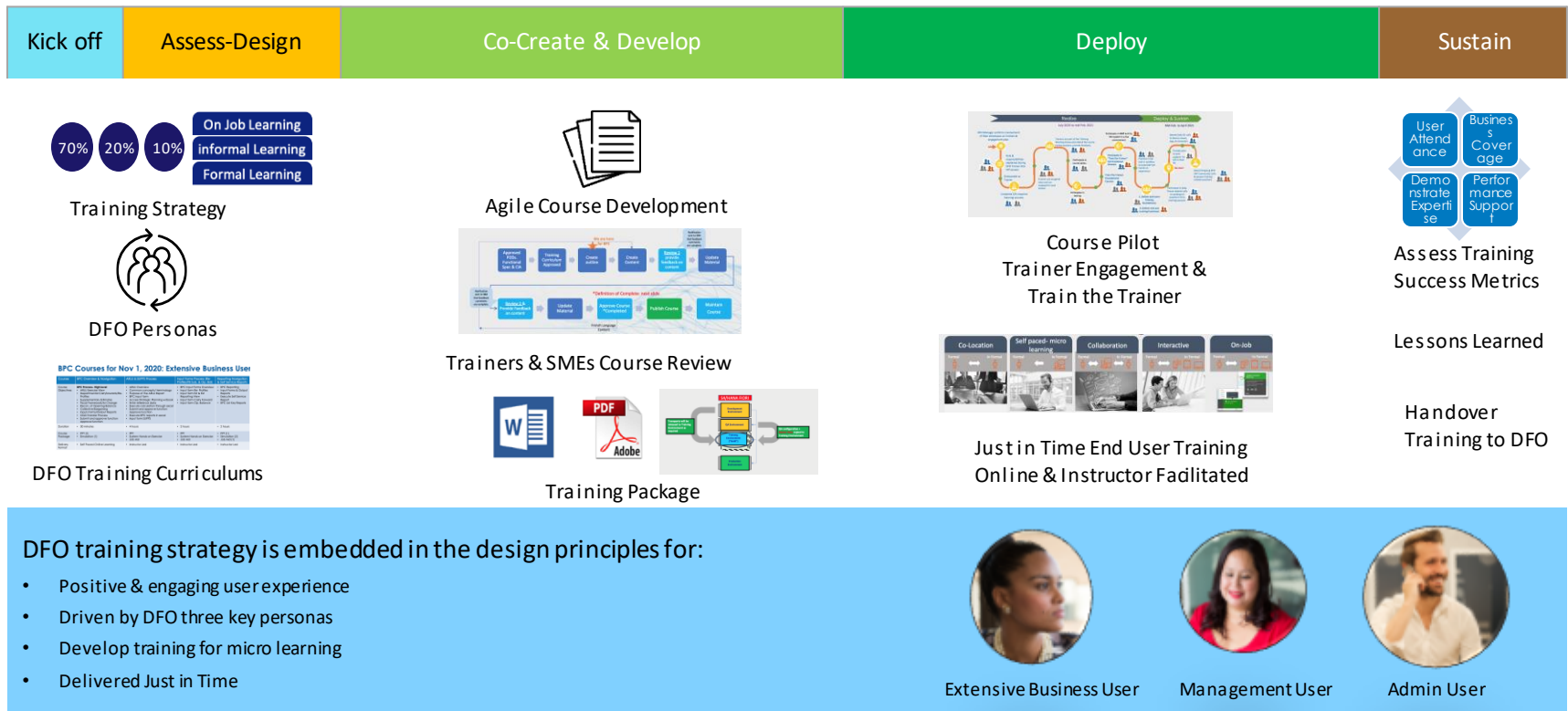- Issue resolution
- Lessons learned and close project

Project Administration

Issue Tracking/ Monitoring/ Reporting/ Oversight

Stakeholder Engagement & Communications

DFO Training Strategy End-to-End
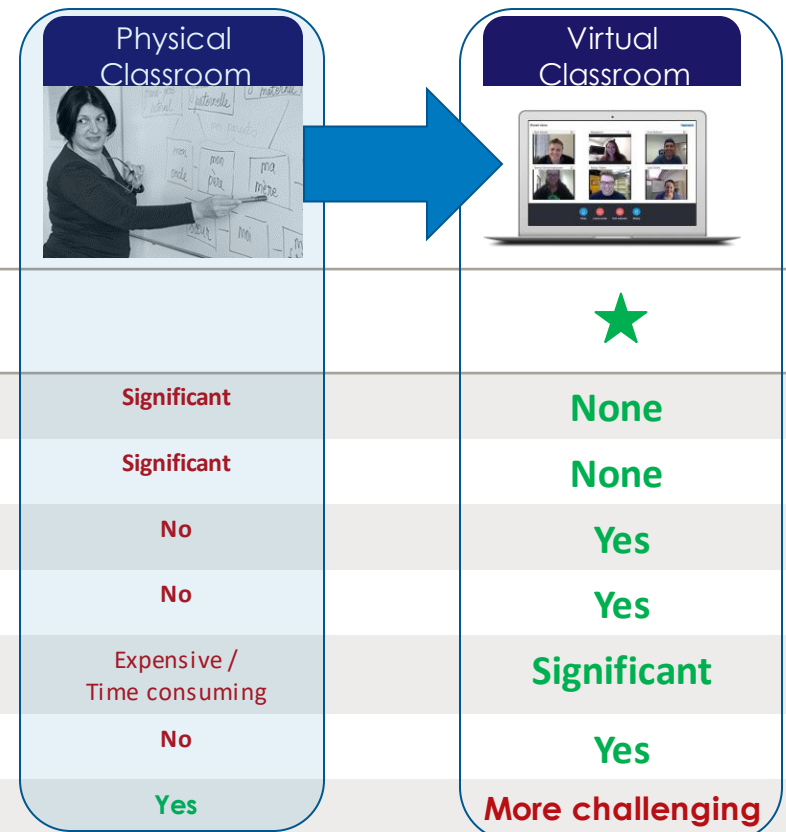
Kick off	Assess-Design	Co-Create & Develop	Deploy	Sustain

70% 20% 10% — On Job Learning / informal Learning / Formal Learning

Training Strategy

DFO Personas

DFO Training Curriculums

Agile Course Development

Trainers & SMEs Course Review

Training Package

Course Pilot
Trainer Engagement &
Train the Trainer

Just in Time End User Training
Online & Instructor Facilitated

User Attendance / Business Coverage / Demonstrate Expertise / Performance Support

Assess Training Success Metrics

Lessons Learned

Handover Training to DFO

DFO training strategy is embedded in the design principles for:

- Positive & engaging user experience
- Driven by DFO three key personas
- Develop training for micro learning
- Delivered Just in Time

Extensive Business User   Management User   Admin User

S/4HANA

Adapting to New Ways of Learning

	Physical Classroom	Virtual Classroom
People's preference[1]		⭐
COVID restrictions	Significant	None
Facilities to manage	Significant	None
Trainers selected on expertise (not location)	No	Yes
Ability to manage large and small audiences	No	Yes
Cost savings reinvest in Training Materials	Expensive / Time consuming	Significant
Deploy quickly	No	Yes
Manage complex content	Yes	More challenging
Engage audiences	Depends on course design and instructor	

Training Curriculum Summary

Oct. to Jan. | February to March

Pre-requisite courses:
- SAP101: SAP Overview
- SAP102: SAP Navigation
- SAP103: Financial Coding
- SAP104: Reporting Capabilities

Business Planning & Consolidation Courses:
- BPC20-21: Initial Allocation
- BPC30/33: Financial Situation Report
- BPC31: Salary management: planning & forecasting
- BPC32: Financial Planning
- BPC40: Travel & Hospitality planning
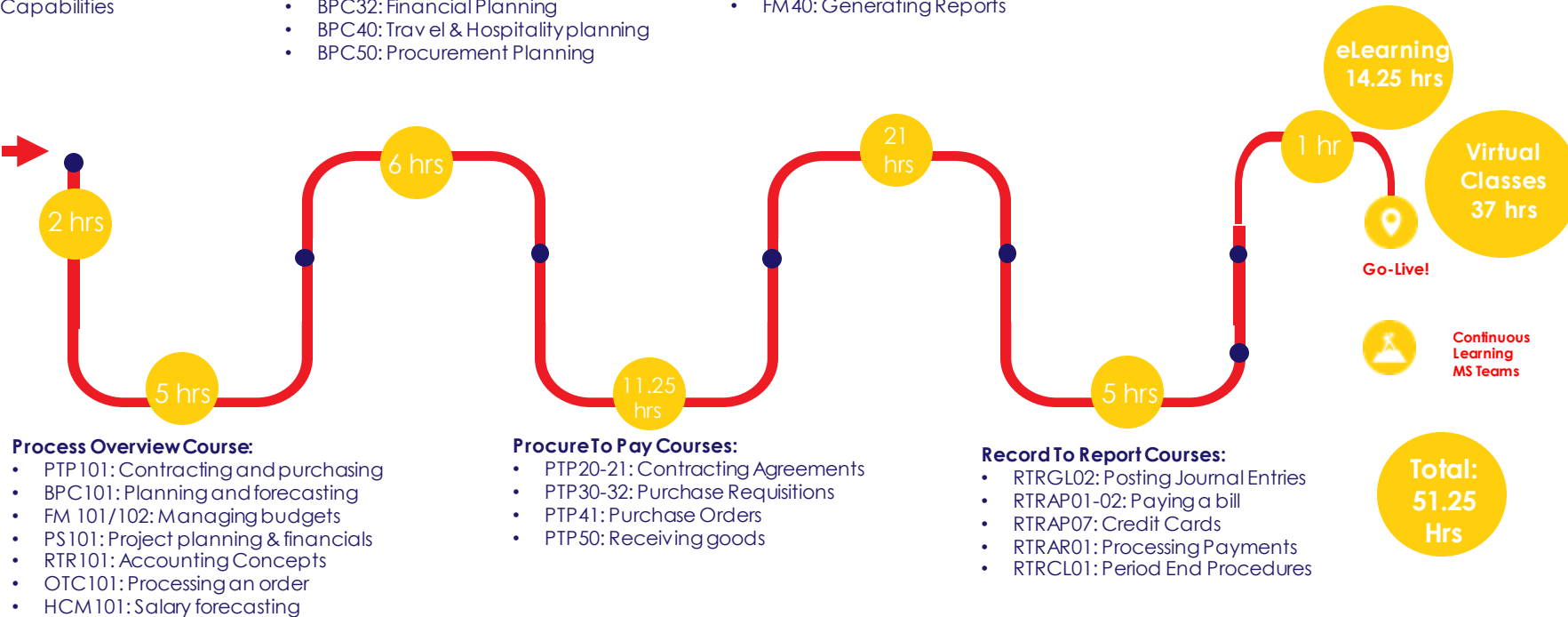- BPC50: Procurement Planning

Financial Management courses:
- FM10: Managing a budget – Advanced
- FM20-21: Budget Commitments & Controls
- FM22: Budget: Reserving funds
- FM30/31: Year End Closing
- FM40: Generating Reports

Human Capital Management Courses:
- HCM20: Org Structure, Positions, Employees
- HCM41: Generating Salary Reports

Admin User

2 hrs · 5 hrs · 6 hrs · 11.25 hrs · 21 hrs · 5 hrs · 1 hr

eLearning 14.25 hrs

Virtual Classes 37 hrs

Go-Live!

Continuous Learning MS Teams

Total: 51.25 Hrs

Process Overview Course:
- PTP101: Contracting and purchasing
- BPC101: Planning and forecasting
- FM 101/102: Managing budgets
- PS101: Project planning & financials
- RTR101: Accounting Concepts
- OTC101: Processing an order
- HCM101: Salary forecasting

Procure To Pay Courses:
- PTP20-21: Contracting Agreements
- PTP30-32: Purchase Requisitions
- PTP41: Purchase Orders
- PTP50: Receiving goods

Record To Report Courses:
- RTRGL02: Posting Journal Entries
- RTRAP01-02: Paying a bill
- RTRAP07: Credit Cards
- RTRAR01: Processing Payments
- RTRCL01: Period End Procedures

RTR - Record to Report;
PS - Project Systems;
PTP - Procure to Pay;
HCM - Human Capital Management

BPC - Business Planning & Consolidation;
FM - Funds Management;
OTC - Order to Cash;

Estimated Work in Progress

Questions