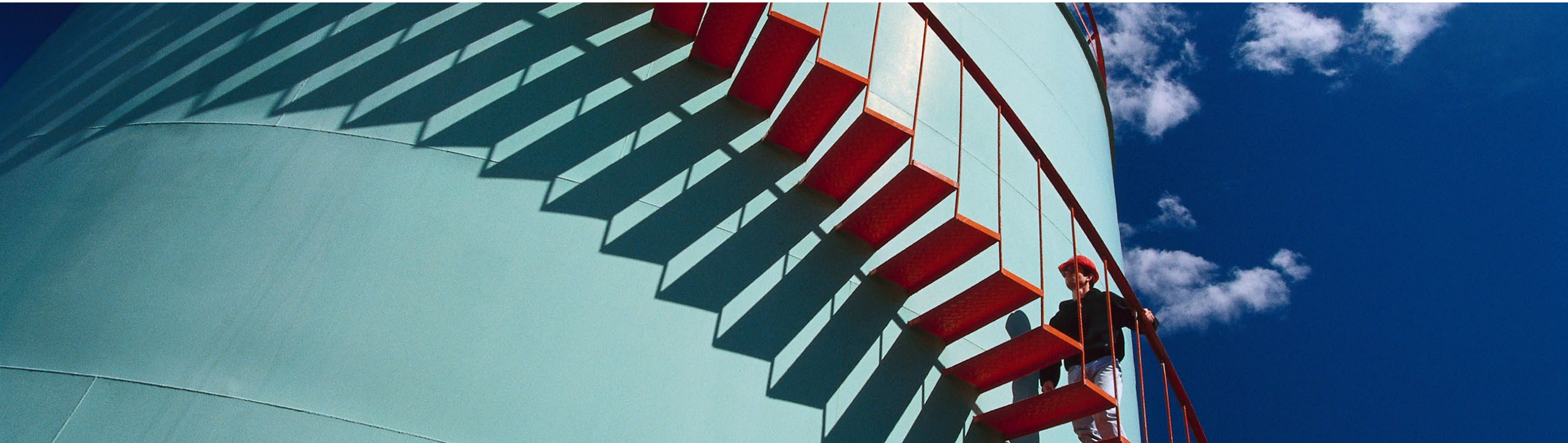


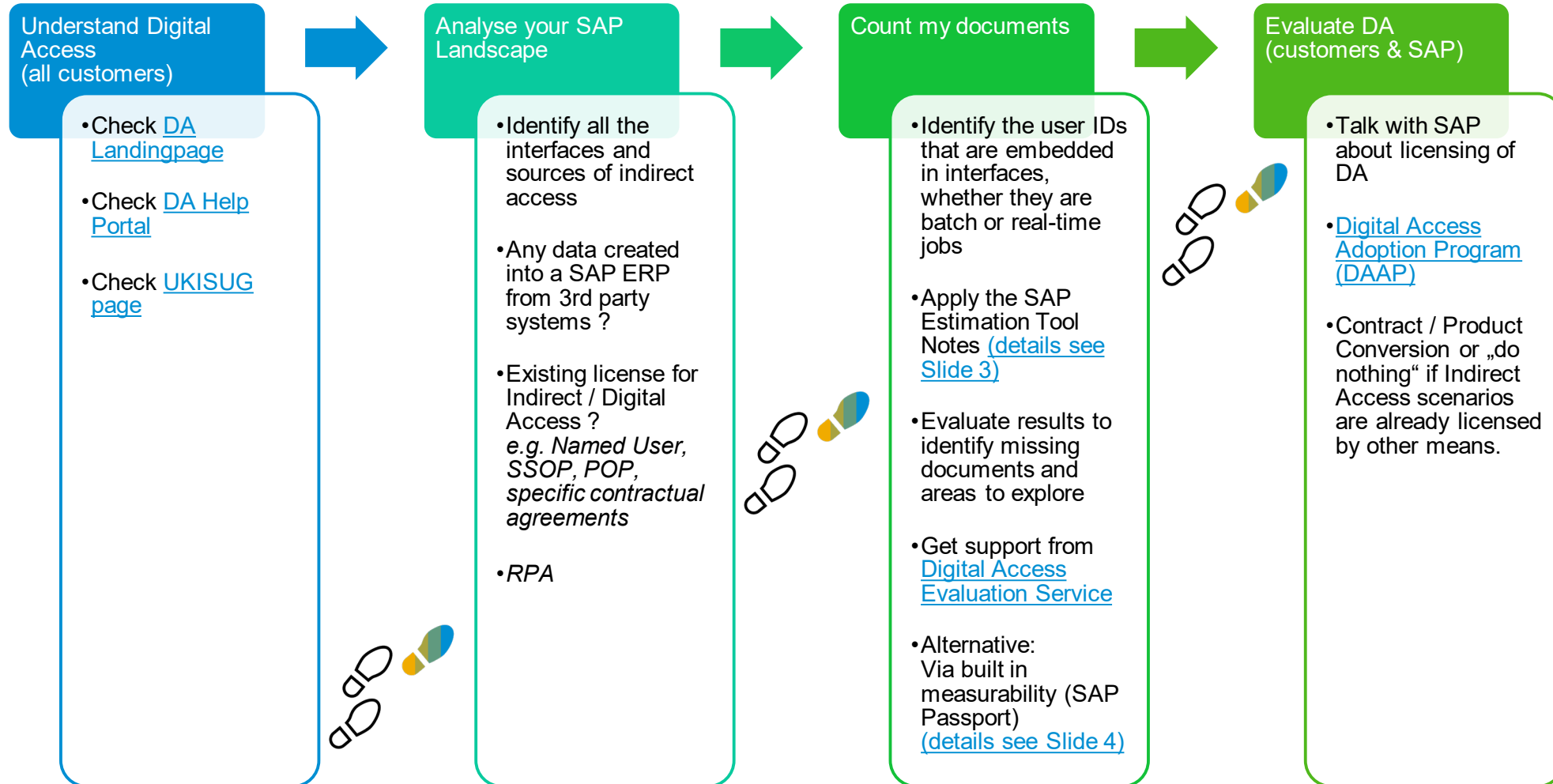
Step-by-Step Guide for Digital Access



YOUR INDEPENDENT SAP COMMUNITY



Step-by-Step Guide for Digital Access



SAP Digital Access document sizing based on estimation note

Customer Quick Reference Sheet

Objective

SAP provides a digital access estimation note including a report which you can use to estimate the number of documents that may be subject to digital access licensing. Under the SAP Digital Access model, SAP counts and charges for the creation of initial documents triggered by a non-sap solution. All other subsequent operations (read, updates, and delete) on the document are not counted.

Steps



Step one: identify relevant systems

Relevant systems for estimation note implementation need to be identified. This includes SAP ECC and / or SAP S/4HANA systems.



Step two: implement note

Download the relevant note from the service market place. Before implementing, please make sure that the manual steps outlined in the note are properly executed.



Step three: identify interfaces and users

Identify all external interfaces and determine the corresponding technical users that are in place to access your SAP ECC or SAP S/4HANA system from non-SAP applications.



Step four: run the note

Run the note by entering the timeframe and technical users. Check the results.

Execution of note

All fields need to be addressed to obtain the best estimate:

Int	Short Description
1	Sales Document
2	Purchase Document
3	Invoice Document
4	Manufacturing Document
5	Material Document
6	Quality Management Document
7	Service + Maintenance Document
8	Financial Document
9	Time Management Document

Relevant notes

- SAP S/4HANA: [2644172](#)
- SAP ECC: [2644139](#)

Digital access evaluation service

To verify the number of relevant documents and clarify open questions SAP offers its customers the free-of-charge **SAP digital access evaluation service** with the following benefits:

- Enhanced knowledge
- Transparency
- Realistic document count

Additional links

- For more information about digital access, technical measurabilities, and scenarios please visit [SAP's help portal for digital access](#)

Keep in mind

- If the same technical users are in place for SAP and non-SAP scenarios this might lead to higher values
- Subsequent documents created by the same technical users are not excluded by the note and will be counted as documents. These will need to be manually adjusted out of the total
- Archiving can affect the measured quantity
- The values determined are based on the current system environment and current business processes. Any changes planned for the future should be taken into account

SAP Digital Access document sizing based on SAP passport

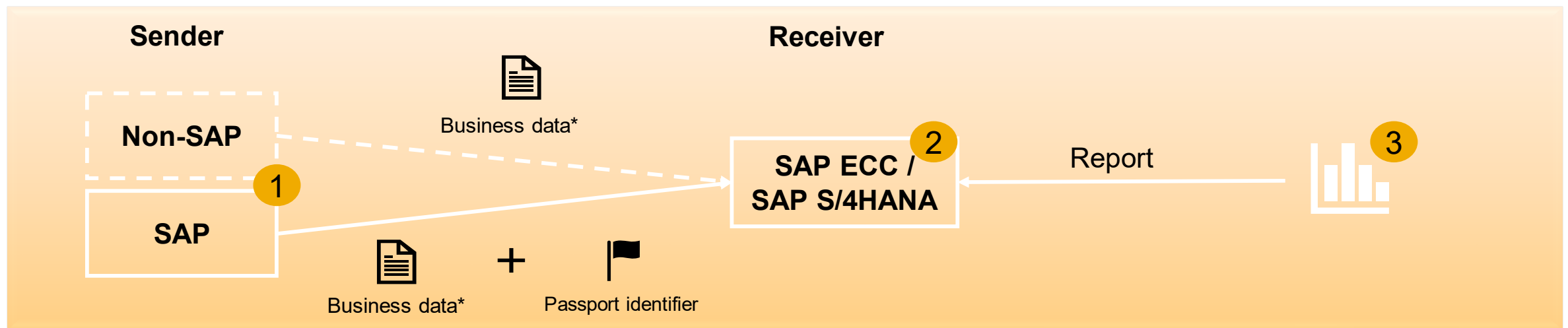
Customer Quick Reference Sheet

Description

SAP passport enables an end-to-end system tracing and monitoring in distributed system landscapes and represents a data structure that is transported as additional header fields by communication protocols (for example, RFC, http). It contains additional information about the communication between the systems (for example, component name, action).

High-level architecture

SAP passport identifier is available for main technologies like SAP ABAP, SAP NetWeaver for Java, SAP Cloud Platform (Neo), SAPUI5 and SAP S/4HANA. Each SAP application, service, or its communication layers adds SAP passport identifier information to each **outbound call**. Non-SAP system calls are delivered without SAP passport identifier.



Process steps

1. **Identify:** distinguish documents created by other SAP solutions from those coming from non-SAP applications
2. **Log:** store information about externally created documents persistently in the receiver system (SAP ECC / SAP S/4HANA)
3. **Report:** provide possibilities to measure and verify the number of external documents

Further information

To enable the SAP passport please follow the central technical guide note [2738406](#) the guideline summarizes the technical requirements needed.

For more information about SAP passport please visit [SAP's help portal for digital access](#).